



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

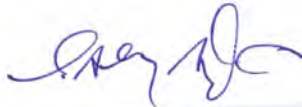
D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

AGENDA
REGULAR MEETING #01-2024
JANUARY 18, 2024 – 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 3
 - C. Election of Officers Page 13
 - D. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
 - A. Loxahatchee River Watershed Page 14
 - B. Loxahatchee River District Dashboard Page 15
5. Consent Agenda (see next page) Page 16
6. Regular Agenda
 - A. Consent Agenda Items Pulled for Discussion
 - B. Governing Board Appointments and Liaisons Page 45
 - C. Personnel Policies and Procedures (Sections 1.2, 4.7, 4.8) Page 47
7. Reports (see next page) Pulled for Discussion
8. Future Business Page 111
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: January 9, 2024

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. Authorization to Execute Reports (Res.2024-01) [Page 16](#)
- B. Employee Retirement Plan Trustee Designation – to designate Trustee [Page 19](#)
- C. Fleet Vehicle Purchases – Alan Jay Fleet Sales via piggy-back of Sourcewell Contract – to approve contract [Page 20](#)
- D. Fixed Asset Disposal – to approve disposal [Page 31](#)
- E. Change Orders to Current Contracts – to approve modifications
 - C1. Professional Engineering Services Agreement – Anaerobic Selector Zone Pilot Testing and Process Aeration System Energy Efficiency Evaluation [Page 32](#)
 - C2. Professional Engineering Services Agreement – Loxahatchee River Subaqueous River Crossing – Permitting [Page 42](#)

7. REPORTS

- A. Neighborhood Sewering [Page 52](#)
- B. Legal Counsel's Report [Page 54](#)
- C. Engineer's Report [Page 56](#)
- D. Busch Wildlife Sanctuary [Page 64](#)
- E. Director's Report [Page 65](#)



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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: January 12, 2024
SUBJECT: Approval of Meeting Minutes

Attached herewith are the minutes for the Public Hearings and Regular Meeting of December 14, 2023. As such, the following motion is presented for your consideration:

“THAT THE GOVERNING BOARD approve the minutes of the Public Hearings and Regular Meeting of December 14, 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

Ref. 09-2023

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
DECEMBER 14, 2023**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Rostock called the Public Hearing of December 14, 2023 to order at 6.57 P.M.

2. ROLL CALL

The following Board Members were in attendance:

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

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE FINAL ASSESSMENT FOR 18041 69th TERRACE NORTH.

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Rostock adjourned the Public Hearing at 6:58 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
DECEMBER 14, 2023**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Rostock called the Public Hearing of December 14, 2023 to order at 6.58 P.M.

2. ROLL CALL

The following Board Members were in attendance:

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

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE LRD RULE CHAPTER 31-10 RATES, FEES AND CHARGES.

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Rostock adjourned the Public Hearing at 6:59 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
DECEMBER 14, 2023

1. CALL TO ORDER

Chairman Rostock called the Regular Meeting of December 14, 2023 to order at 7:00 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

Mr. Baker
Mr. Boggie departed at 8:31 PM
Mr. Rockoff arrived at 7:15 PM
Dr. Rostock
Mr. Yerkes

Staff Members in attendance were Dr. Arrington, Mr. Dean, Mr. Howard, Mr. Pugsley, Ms. Jones, Ms. Fraraccio (via GotoMeeting), Mr. Nathan Jarvis (Chief Plant Operator), and Mr. Devey and Dave (Industrial Pretreatment Coordinator).

Consultants in attendance were Mr. Curtis Shenkman and Mr. Hunter Shenkman from Shenkman Law.

B. PREVIOUS MEETING MINUTES

“THAT THE GOVERNING BOARD approve the minutes of the Public Hearing and Regular Meeting of November 16, 2023 as submitted.”

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

C. ADDITIONS & DELETIONS TO THE AGENDA

Items 5B, 5I and 5J were pulled from the consent agenda.

3. COMMENTS FROM THE PUBLIC

No comments from the public were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Operations Team members Nathan Jarvis and Deveyand Dave discussed the impacts the holiday festivities (i.e., cooking) have on the influent flows and loadings to the District's wastewater treatment plant and the process improvements that have been made to our industrial pretreatment program, specifically our recent work improving our processes governing our grease interceptor program for commercial food establishments.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

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

"THAT THE GOVERNING BOARD approve the Consent Agenda of December 14, 2023 as presented with the exception of items 5B, 5I and 5 J."

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

A. Final Assessment - 18041 69th Terrace N (Resolution 2023-14)

"THAT THE GOVERNING BOARD approve Resolution 2023-14 adopting the 18041 69th Terrace N. FINAL Assessment Roll and Exhibits."

C. E-mail and Internet Use Policy – to approve policy

"THAT THE GOVERNING BOARD approve the E-Mail and Internet Use Policy and authorize the Executive Director to implement the policy with an effective date of December 15, 2023."

D. Payment Processing Transaction Fees – to approve purchase order

"THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a \$75,000 not-to-exceed purchase order to Edmunds GovTech, Inc., for eCheck and credit/debit card payment transaction fees for the remainder of FY2024."

E. Printing and Postage – to approve purchase order

"THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a \$95,000 not-to-exceed purchase order to Professional Mail Services Inc. for printing and mailing services for the remainder of FY2024."

F. Computer Server Replacement Project – to approve purchase

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to authorize three purchase orders. One purchase order to Dell EMC for the computer server equipment and software in the amount of \$65,393.18. Two purchase orders to Virtualization Advisors, LLC: (1) for the purchase of storage hardware, software, and server accessories in the amount of \$ 67,931.74 and (2)a not to exceed purchase order for up to \$45,360 for professional installation and configuration consulting services, in accordance with the attached quotations dated November 30, 2023 and December 01, 2023.”

G. Computer Backup System Replacement Project – to approve purchase

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to authorize two purchase orders to Virtualization Advisors, LLC; one purchase order for the computer server backup equipment and software in the amount of \$39,726.41, and a not to exceed purchase order for up to \$10,080 for professional installation and configuration consulting services, in accordance with the attached quotations dated November 30, 2023.”

H. Fixed Asset Disposal - to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of the items included in Schedule 1: Aggregated Asset Disposals and the assets listed in Schedule 2: Renewal and Replacement Disposals in accordance with the District’s Disposal of Surplus Tangible Personal Property Policy.”

Schedule 1: Aggregated Asset Disposals

<u>Description</u>	<u>Model or Serial Number</u>	<u>Condition</u>	<u>Estimated Value</u>
2 HP Barnes Pump	SGVF2022L-LP0749	Beyond Repair	\$0
2 HP Barnes Pump	C1700273-0914	Beyond Repair	\$0
2 HP Barnes Pump	C756137-0600	Beyond Repair	\$0

Schedule 2: Renewal and Replacement Disposals

<u>Fixed Asset Number</u>	<u>Asset Description</u>	<u>Date Recorded</u>	<u>Number of Years Anticipated</u>	<u>Acquired Value</u>	<u>Book Value</u>
CTLS0235	Ls Conversions - LS210 Repairs	09/30/09	25	16,500.00	7,261.24
CTLS0236	Ls Rehabs LS210 Rehab	09/30/09	15	1,196.00	78.68
CTLS11	LS064 - Bridge Rd	09/30/84	25	31,240.00	-
CTLS124	LS163 Rehab-Piping	09/30/00	15	3,400.00	-
CTLS192	Ls Rehabs Fye 9/30/06 - Permits For LS064 Rehab	09/30/06	15	886.75	-
CTLS192	Ls Rehabs - LS064 Electrical	09/30/06	15	2,358.86	-
CTLS34	LS210 - Subregional	09/30/88	25	65,908.46	-
CTLS34	LS211 - Subregional	09/30/88	25	65,908.45	-
DLS34	LS112 - 1745 Us 1 (Yb2), Yogi Bear	02/28/82	25	20,000.00	-
DLS62	LS233 - Adm Cove/Harbour Island	11/01/87	25	82,565.64	-
DLS95	LS266 - 131 Bears Club Dr, Bears Club Ph III	09/30/01	25	12,716.47	1,523.83
IQLS518	IQ518 Pump & Motor #3 Rebuild	09/30/15	15	6,320.16	2,949.44
IQLS518	IQ518 Pump & Motor #2 Rebuild	09/30/18	10	5,927.08	2,963.53
OE0262	Computer, Dell Precision T3500 (repl Scada)	09/30/09	3	1,781.05	-

OE0292	Data Protection For Server Data	09/30/11	3	10,150.00	-
OE0293	Compuer Cross Training Program	09/30/11	3	10,937.50	-
OE0294	Interactive Training Module-Compliance Sampling	09/30/12	3	17,500.00	-
OE0296	Interactive Comp Based Confined Space Training	09/30/12	3	14,000.00	-
OE0303	Palo Alto Networks Device #Pa-3020	09/30/15	3	17,150.00	-
OE0304	Server Hardware Equipment	09/30/15	3	67,182.03	-
OE038	Network Switch Upgrade -	09/30/16	3	15,800.88	-
OE129	Microsoft Office Computer Program	09/30/96	7	4,866.00	-
OE200	Replace Existing Tape Backup Unit	09/30/05	3	1,644.53	-
OE213	Powerware Ups, Model Fe.3Kva	09/30/04	3	7,156.00	-
OE228	Workstation, Precision 370 Minitower	09/30/05	3	1,549.06	-
OE243	Desktop System, Dell Optiplex Gx620	09/30/06	3	1,024.23	-
OE251	Laptop Computer, Latitude D830	09/30/07	3	1,819.09	-
OE252	Minitower, Dell Precision 390	09/30/07	3	2,059.60	-
OE39	Programming For Cad System	09/30/90	7	33,000.00	-
OE39	Software & Hardware For Cad System	09/30/91	7	6,621.00	-
OE39	Upgrade Autocad	09/30/93	6	1,430.74	-
PE48	125 Kw Diesel Genset Generator W/steel encl	09/30/05	5	40,340.35	-
PE48	Upgrade Onan 143 Kw Genset-shunt trips/breakers	09/30/09	5	1,770.00	-
TDE0219	Rebuild Booster Pump/Seals @ Iq Site #515	09/30/09	10	4,289.86	-
TDE0242-10	Eq Tank Mixing Pump #1 Rep/Upgrade (45HP)	09/30/13	15	18,266.70	6,088.90
TDE0243	Blower Bldg. - 387 Cy Mechanical Equip.	09/30/07	15	18,394.49	-
TDE0251	Sludge Odor Control	09/30/07	15	18,103.19	-
TDE0271	Clarifier 3 Rehab Work	09/30/07	15	128,821.03	-
TDE198	Rehab Materials For Clarifier #3 Rehab	09/30/07	5	2,326.50	-
TDE198	Pista Grit System Replacement	09/30/07	5	5,167.00	-
TDE201	Dell 490 Mini-Tower Maxicom Pc For Reuse	09/30/07	10	1,903.00	-
TDE96	Sludge System R&R - Muffin Monster	09/30/99	15	5,150.00	-
TDS0102	Replace A/C Condensors @ Wildpine Lab	09/30/09	10	3,965.00	-
TDS31	Filter Pump Station	09/30/89	45	5,958.78	1,444.68
TDS43	Headworks	09/30/93	40	35,293.75	8,870.22
TE0102	Unit #20 Omaha Standard 9' Crane Body	09/30/12	5	11,610.00	-
TE0102	Unit #20-Auto Crane 6,000 Lb Capacity	09/30/12	5	23,410.00	-
TE0102	Unit #20 - Misc After Market Equip	09/30/12	3	8,774.26	-
Total Assets to be Disposed				\$ 864,143	\$ 31,181

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

5.B. DEP Standard Grant Agreement for LRPI Funded Project – to authorize execution of agreement

Dr. Arrington discussed the Loxahatchee River Preservation Initiative (LRPI) grant application process and the DEP's role as grant manager for funds awarded by the Legislature to LRPI projects. Dr. Arrington also explained that the proposed work would be in addition to the remediation work at our 20 acres that is currently being designed by our consultants (see change order under tab 5.I.). Mr. Boggie explained his concern that this work is not funded only by existing sewer customers. Mr. Shenkman commented that Chapter 31-16 could be a potential mechanism for developing an applicable fee. Dr. Rostock stated that Mr. Boggie has a valid point that costs should be spread across all LRD customers. Mr. Yerkes discussed his desire to explore such a fee to fund the new powers (e.g., environmental monitoring, environmental education, environmental enhancements, passive outdoor recreation) specifically enumerated in our revised enabling act. Mr. Baker expressed his preference for no new fees.

“THAT THE GOVERNING BOARD authorize the Executive Director to execute the DEP Standard Grant Application LPA0715.”

MOTION: Made by Mr. Baker, Seconded by Mr. Yerkes,
Passed 4-1, Boggie.

5.I. Change Order to Current Contract - Professional Engineering Services for 9278 Indiantown Road/20 Acres - Site Remediation – to approve change order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute KCI Technologies, Inc. Change Order No. 1 dated October 24, 2023 amending the contract amount from \$77,700.00 to \$117,180.00”

MOTION: Made by Mr. Baker, Seconded by Mr. Rockoff,
Passed 4-1, Boggie.

5.J. Anaerobic Selector Zone Pilot Testing & Process Aeration System Energy Efficiency

Mr. Dean provided a brief overview of the proposed project, and Mr. Pugsley provided additional details regarding the motivation among staff to support the proposed project. Mr. Yerkes requested a cost benefit analysis be provided for the project. Staff will work with Baxter & Woodman to accommodate Mr. Yerkes’ request.

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to enter into a contract with Baxter & Woodman for professional engineering services as detailed in the attached agreement and in the amount of \$102,224.00.”

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

B. Chapter 31-10 Rates, Fees, and Charges (69th Terrace Sub-Regional Line Charge)

“THAT THE DISTRICT GOVERNING BOARD approve Rule Chapter 31-10 Rates, Fees, and Charges as revised with an effective date of December 15, 2023.”

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

C. Personnel Policies and Procedures – to approve revisions

Dr. Arrington reviewed the proposed changes to the District’s Personnel Policies and Procedures, and specifically highlighted the proposed, clarifying revisions that had been suggested by Board Members. Some specific questions were raised that could not be answered in real time, and staff committed to address those potential issues at our January or February Board Meeting.

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s Personnel Policies as revised with an effective date of December 15, 2023, and authorize the District’s Executive Director to update the Personnel Policies &

Procedures from time to time, and periodically present it to the Governing Board for ratification and approval.”

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

D. 430 University Boulevard – Application to Abandon/Terminate Easement

Ms. Jones discussed the application to abandon/terminate easement provided for 430 University Boulevard, and how staff followed the new, Board-approved policy. The current application affects an area 10-feet by 15-feet (150 ft²). Mr. Yerkes expressed his opposition to giving up any District property.

“THAT THE DISTRICT GOVERNING BOARD approve the Application to Abandon/Terminate Easement for 430 University Boulevard.”

MOTION: Made by Mr. Baker, Seconded by Mr. Rockoff,
Passed 4-1, Yerkes.

E. Executive Director’s Annual Review

Dr. Rostock reviewed Dr. Arrington’s very positive performance over the past year.

“THAT THE DISTRICT GOVERNING BOARD receive the review of Dr. Albrey Arrington, Executive Director, and adjust his salary as follows: effective December 23, 2023, a 3% increase in base salary and a net \$ 15,000 bonus.”

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

Dr. Arrington discussed the facility removal status update provided by BWS and their ongoing efforts.

E. DIRECTOR’S REPORT

Dr. Arrington informed the Board of our 2023 Yerkes and Brienza Award Winners. Julian Bonilla, LRD Wastewater Treatment Plan Operator B, was awarded the Yerkes Award for his outstanding efforts, exceptional teamwork, diligence, and commitment to the District. Kenny Biro, LRD Collection & Distribution System Operator B, was awarded the Brienza Award for his positive attitude, time management skills, teamwork, and exemplary efforts accomplishing his PMs within our low pressure sewer system.

8. FUTURE BUSINESS

Dr. Arrington reviewed Future Business and the proposed 2024 Governing Board meeting schedule.

9. COMMENTS FROM THE BOARD

No comments were received.

10. ADJOURNMENT

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

“That the Regular Meeting of December 14, 2023 adjourns at 9:40 PM.”

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY



D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: D. Albrey Arrington, Ph.D., Executive Director
DATE: January 12, 2024
SUBJECT: Election of Officers

The Governing Board annually conducts an election of officers to fill the five positions described below. Existing officers are shown in parentheses.

Chairman (Rostock): runs the meetings, executes contracts and documents, and sets meeting agendas.

Vice-Chairman (Rockoff): fills in for the Chairman in his absence and conducts official business as may be delegated by the Chair.

Treasurer (Boggie): signs checks and monitors the budget through review of monthly statements and the audit.

Secretary (Yerkes): keeps the records of the District in proper order and attests formal documents.

Assistant Secretary/Treasurer (Baker): acts in the absence of the Secretary or Treasurer of the Board.

At our meeting this month, Vice-Chairman Rockoff will open the floor for nominations. If necessary, an election, by hand count or ballot, may be conducted. Once the new Chairman is elected, he will receive the gavel and conduct the remainder of the meeting.

Suggested motion format:

"THAT THE GOVERNING BOARD elect: Mr. Rockoff to serve as Chairman, Mr. Boggie to serve as Vice Chairman, Mr. Yerkes to serve as Treasurer, Mr. Baker to serve as Secretary and Dr. Rostock to serve as Assistant Treasury of the Governing Board of the Loxahatchee River Environmental Control District."

If you have any questions or concerns regarding this procedure, please give me a call.

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

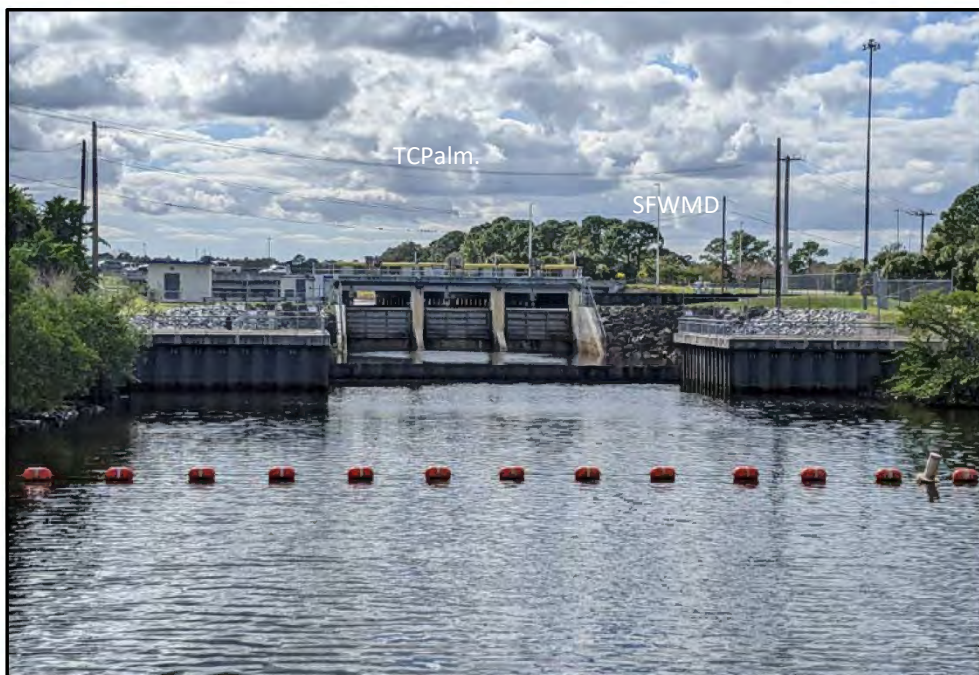
Dr. Matt H. Rostock
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER




Loxahatchee River Watershed Status 2023 Wet Season Summary

The wet season in South Florida typically runs from mid-May through October. But this year was a bit unusual with heavy rains in April and an early start to the dry season in October. At our meeting we will present a summary of the wet-season rainfall, river flows, and flood control releases to the Loxahatchee River estuary.



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
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
2023 Baseline		1,451	13	0.0	1,124	7.0	0	1,296	6	0.0	\$ 44,656,875	106%	94%	90%	-39	2	23	4
2022	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
	Sept	1,093	11	0	441; 0	6.7	0	1,201	0	0	\$ 43,649,874	110%	92%	97%	(49)	0	21.7	5
	Oct	1,940	14	0	101; 0	6.9	0	1,281	1	0	\$ 43,600,779	97%	109%	74%	(55)	0	15.6	9
	Nov	1,183	15	0	1,705; 0	7.1	0	1,255	0	0	\$ 43,936,002	101%	93%	81%	(46)	0	23.7	3
	Dec	1,021	14	0	45; 0	7.4	0	1,218	3	0	\$ 42,207,663	106%	100%	78%	(57)	0	9.9	2
Consecutive Months at Green		5	6	20	1	175	32	159	3	25	171	26	2	0	0	8	0	0
Metric Owner		O'Neill	Pugsley	Dean	Dean	Pugsley	Pugsley	Pugsley	Dean	Horchar	Fraraccio	Fraraccio	Fraraccio	Dean	Dean	Howard	Howard	Howard

Metric	Explanation
IQ Water Delivery	Jupiter Hills did not receive their full allocation on three days (27, 28, and 29) due to an IQ Water force main leak, which took longer to repair than expected due to high groundwater levels. Rainfall during this period mitigated negative impacts on Jupiter Hills, and we made up their allocation on subsequent days.
Capital Projects (\$)	This metric is marginally yellow because eight projects that were expected to be closed out last fiscal year but that have extended into this fiscal year. These projects have reached substantial completion, and we are working with the contractors to close these projects out within the original approved budget amount (though the projects were not budgeted for in the current fiscal year). We do not expect these projects to cause us to exceed our total budget for the current fiscal year. We found and corrected an error in the formula providing results for this metric, which had caused the October and November results to be overly negative.
Capital Projects (time)	The following projects are over 100 days behind schedule: (1) Improving operational flexibility of our IQ System [-270 days]; (2) permanent generator at Lift Station 50 [-247 days]; (3) site planning for 2500 Jupiter Park Drive [-245 days]; (4) Replace Unit 20 Crane Truck [-204 days]; (5) County Line Rd IQ Water Main Replacement [-189 days]; (6) Lift Station 242 Rehab [-123 days]; (7) Lateral lining in Lift Station 41 collection system [-150 days]. Additional details are available in Kris' report.
Salinity @ North Bay	During the month of December, minimum salinity was 9.9 ppt, which is much lower than seagrasses prefer. Minimum daily salinity was less than ideal conditions (20 ppt) for seven days in December, all of which occurred in the second half of the month. Average salinity was 32.0 ppt, which is well within the optimum conditions for seagrasses. See Bud's report for more information.
Fecal Coliform Bacteria	High fecal coliform bacteria (>200 cfu/100 ml) were observed at Stations 95 (Jupiter Farms) and 100 (mouth of Cypress Creek). See Bud's report for additional details.



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: Administration Staff
DATE: January 12, 2024
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. Authorization to Execute Reports (Res.2024-01)
- B. Employee Retirement Plan Trustee Designation – to designate Trustee
- C. Fleet Vehicle Purchases – Alan Jay Fleet Sales via piggy-back of Sourcewell Contract – to approve contract
- D. Fixed Asset Disposal – to approve disposal
- E. Change Orders to Current Contracts – to approve modifications
 - C1. Professional Engineering Services Agreement – Anaerobic Selector Zone Pilot Testing and Process Aeration System Energy Efficiency Evaluation
 - C2. Professional Engineering Services Agreement – Loxahatchee River Subaqueous River Crossing – Permitting

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 January 18, 2024 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



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: Kara Fraraccio
DATE: January 12, 2024
SUBJECT: Approval of Resolution 2024-01

Attached herewith is Resolution 2024-01, authorizing specific signatures for execution of all reports required under the Florida Statutes.

Therefore, I recommend the following motion:

“THAT THE GOVERNING BOARD approve Resolution 2024-01 authorizing specific signatures for execution of all reports required under the Florida Statutes.”

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

RESOLUTION NO. LRECD 2024-01

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT AUTHORIZING SPECIFIC SIGNATURES FOR EXECUTION OF ALL REPORTS REQUIRED UNDER THE FLORIDA STATUTES AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT RESOLVED by the Loxahatchee River District Board as follows:

1. The Executive Director (D. Albrey Arrington) and/or Deputy Executive Director (Kris Dean), or their designee, are hereby authorized on behalf of the Loxahatchee River District to execute all permits and reports required under the Florida Statutes and as required by any other rule, statute, law, ordinance or regulation.
2. As relates to financial reports, the Director of Finance and Administration (Kara Fraraccio) is also authorized to sign.
3. As relates to permit-required Reports, sent to the Environmental Protection Agency and the Department of Environmental Protection, the Operations Plant Manager (Jason Pugsley), or his designee, is also authorized to sign.
4. This Resolution shall be effective as of the date of its adoption.

PASSED and ADOPTED at the regular Board Meeting by the Loxahatchee River District Board on January 18, 2024.

Loxahatchee River Environmental Control District

Stephen B. Rockoff, Chairman

Attest:

Gordon M. Boggie, Vice Chairman



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., Executive Director
DATE: January 12, 2024
SUBJECT: Election of Trustee

Loxahatchee River Environmental Control District Money Purchase Plan and Trust, the official name of the District's defined contribution retirement plan, is managed by an Administrative Committee. The Administrative Committee is comprised of the Chairman of the Governing Board (to be determined), the Executive Director (Albrey Arrington), the Director of Finance and Administration (Kara Fraraccio), an Employee Representative (Thomas Ryan), and a Trustee. The Trustee is defined as "a member of the (District's) Governing Board who is elected annually from among the members of the Governing Board."

The Board needs to elect a Board Member to serve as Trustee for 2023. Dr. Rostock is willing to serve as Trustee

Therefore, I recommend the following motion:

"THAT THE GOVERNING BOARD elects Dr. Matt Rostock to serve as Trustee for the Loxahatchee River Environmental Control District Money Purchase Plan and Trust."

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER



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
Through: Kris Dean, P.E., Deputy Executive Director
FROM: Jason A. Pugsley, P.E., Operations – Plant Manager
DATE: January 10, 2024
SUBJECT: Fleet Vehicle Purchases – Alan Jay Fleet Sales via piggy-back of Sourcewell Contract

In the performance of their duties, field staff utilize a fleet of service trucks. These trucks are integral to the District's ability to operate, inspect, maintain and repair our regional utility system. The District intends to purchase a total five (5) fleet vehicles using the piggy-back of the Sourcewell (formerly NJPA) Contract No. 2024 091521-NAF &06, in accordance with the attached quotes from Alan Jay Fleet Sales, and as follows:

- Replacement of Unit No. 14 (Construction) with a 2024 Ford F550 SUPERCAB 4X4, with Knapheide crane body (New Unit 57) - **\$156,207.00**
- Replacement of Unit No. 21 (WildPine Laboratory) with a 2024 Toyota Tundra DOUBLECAB SR5 4X4, with 8-ft bed and topper (New Unit 53) - **\$60,144.00**
- Replacement of Unit No. 24 (Engineering) with a 2024 Toyota Tundra DOUBLECAB SR5 4X4, with 8-ft bed and topper (New Unit 55) - **\$60,569.00**
- Replacement of Unit No. 26 (Collections) with a 2024 FORD F250 SUPERCAB 4X4, with Knapheide utility body (New Unit 56) - **\$76,572.00**
- Purchase of New Unit No. 58 (Reuse) with a 2024 FORD TRANSIT CUT-AWAY T-350, with Knapheide Utility Van (KUV) body. - **\$84,299.00**

Fleet vehicles were budgeted for \$510,338 for FY24. This included encumbered funds from FY23 in the amount of \$174,338. Total encumbered funds based on this approval will total \$608,715. However, delivery of the replacement for Unit 14 is not expected until FY25.

"THAT THE DISTRICT GOVERNING BOARD authorize the purchase of the referenced fleet vehicles from Alan Jay Fleet Sales using the piggy-back of Sourcewell (formerly NJPA) Contract No. 2024 091521-NAF & 06 in the amount of \$437,791.00."

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



Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)		DIRECT 863-402-4234	WWW.ALANJAY.COM	50275-16
Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 863-273-1105	Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200
		FAX 863-402-4221		

ORIGINAL QUOTE DATE
11/14/2023

QUICK QUOTE SHEET

REVISED QUOTE DATE
12/21/2023

REQUESTING AGENCY	LOXAHATCHEE RIVER DISTRICT			
CONTACT PERSON	VINCENT BEATRICE	EMAIL	VINCENT.BEATRICE@LRECD.ORG	
PHONE	561-747-5700	MOBILE	FAX	

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

MODEL	X5H 660A	MSRP	\$60,200.00
2024 FORD F-550 SUPER CAB CHASSIS DRW 4WD XL 84"CA 192" WB			
CUSTOMER ID	UNIT 57	NJPA PRICE	\$57,932.00
BED LENGTH	84" CA		

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS

DESCRIPTION

Z1	Oxford White	\$0.00
AS	Medium Dark Slate, HD Vinyl 40/20/40 Split Bench Seat	\$0.00
99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas	\$0.00
44G	Transmission: TorqShift 10-Speed Automatic	\$0.00
153	OPTIONS Front License Plate Bracket	\$0.00
18B	Platform Running Boards	\$440.00
43C	110V/400W Outlet	\$0.00
660A	Order Code 660A	\$0.00
67B	410 Amp Dual Alternators	\$110.00
86M	Dual 68 AH/65 AGM Battery	\$0.00
872	Rear View Camera & Prep Kit	\$410.00
96V	XL Chrome Package	\$220.00
TGJ	Tires: 225/70R19.5G BSW A/P	\$0.00
X8L	Limited Slip w/4.88 Axle Ratio	\$390.00
PW PL	Power Windows & Locks (Incl)	\$0.00
BT	BLUE TOOTH (STD)	\$0.00
52B	ELECTRIC BRAKE CONTROLLER (STD.)	\$0.00
UPFITTER	Upfitter switches STD	\$0.00
TOW	TOW PACKAGE STD	\$0.00

CONTRACT OPTIONS

DESCRIPTION

FACTORY OPTIONS

\$1,570.00

TT SEAT COVERS 2	TIGER TOUGH HD SEAT COVERS FOR FIRST AND SECOND ROWS.	\$795.00
WTF EXT	Weather Tech floor liner system for extended cab pick-up trucks.	\$255.00
SAFE-T	Amerex 5lb Fire extinguisher, First Aide Only first aid kit, and King James & Co road triangles	\$320.00
3KR	Additional key and remote, cut and programmed.	\$265.00
813-3000UL-UB	XANTREX 3000W modified sine inverter mounted inside curbside front compartment of utility body with ignition sourced remote / user control mounted on dash mounted on dash. (Alternate mounting location may be required due to clearance.) Includes freight and installation with 4/0 powr and ground, ignition controlled solenoid, 300A breaker, heat shrink connectors, and wire loom. (Dealer strongly recommends upgrading alternator and addition of auxillary battery)	\$1,905.00
3BLS	3rd brake light safety pulse (Pulses 3rd brake light (4) times upon application of brake pedal to increase driver awareness behind you when stopping)	\$200.00
FS MPS62U-4	(4) Federal Signal MicroPulse Ultra dual color with (2) mounted in grille and (2) mounted to rear of vehicle.	\$810.00
NOTE	WIRED HOT	\$0.00
BUA	Federal Signal 90 dB back-up alarm.	\$160.00
EWD	EXTENDED WARRANTY DECLINED	\$0.00

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

NEW-TAG-STATE	New STATE tag Includes temp tag & two way overnight shipping for signature.	\$245.00
K 6132DLHR-60	6132DLHR-60 Crane Body – 11' SERVICE BODY PAINTED WHITE PADDLE LATCHES ON ALL COMPARTMENTS 1 = 24" in length x 60" high 1 Special compt config front verticals to be flipped; narrow compt to be in front and wider compt to be the 2nd 1 DLH-60 Mounting Kit 1 Bumper Ay DLHH-60 1 Prime Bumper w/ Hitch 18K 2-1/4" rec tube with 18,000 lb max trailer weight 1 Kit, Vise Stand Ay loose 1 Master Locking System 2 Kit, Flexible Step (2) total 16 Divider for Horizontal Shelf (8) total 16 Divider for Vertical Shelf total of (24) 1 Mounting Plate, Boom Rest **installed on compt top curb side for boom rest. Rocker Switches 12vDC check Cover electric pump Stabilizer outrigger (Electric over hydraulic w/ power unit) Plate for compressor and water tank (Top of compartment) 20" GRAB HANDLE 7/4 plug Streetside STREETSIDE 2ND COMPARTMENT AFTER TRANSVERSE TO BE 60' 1 trans compartment open on both sides (24" wide) 2 adjustable shelves 1 adjustable shelf 1 adjustable shelf Curbside 1 trans compartment open on both sides (24" wide) 1 trans stationary shelf for total length 1 kit S-box 1 bolt bin compartment 1 adjustable shelf -(1) total, (6) recessed tie downs, (2) grab handles Drawer unit: 1 MOUNTED ON EACH SIDE AFTER TRANSVERSE COMPARTMENT QUANTITY TOTAL OF (2) - 28 X 31.8 X 17.5 (2)-3", (1)-4", (1)-5", (1)-6", (1)-7"	\$56,583.00
K CRANE	Stellar EC6000 Crane w/ adjustable boom, Circuit breaker 250 amp, 27vDC battery box	\$32,024.00
K CAMERA	FACTORY ORDERED REAR VISION CAMERA TO BE INSTALLED ON REAR OF UTILITY BODY -Customer Requests Camera Mounted in location with widest field of view possible.	\$900.00
K LOX CAM	ROSTRA CAMERA SCREEN WITH BULLET CAMERA, MONITOR MOUNTED ON DASH (TO BE ACTIVATED AT ALL TIMES)	\$900.00
K DISPLAY	BACK ZONE 4-SENSOR KIT W/DIGITAL DISPLAY	\$345.00
K BEDLINER	SPRAYLINER CARGO AREA COMPARTMENT TOPS AND REAR BUMPER	\$998.00
CONTRACT OPTIONS		\$96,705.00

TRADE IN	TOTAL COST	\$156,207.00
YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~		\$0.00
TOTAL COST LESS TRADE IN(S)		QTY 1 \$156,207.00

Estimated Annual payments for 60 months paid in advance: \$34,983.94
Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS

VEHICLE QUOTED BY **ASHLEE WILSON** GOVERNMENT ACCOUNT MANAGER Ashlee.Wilson@AlanJay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.
I am always happy to be of assistance.



Awarded Contract

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)		DIRECT 863-402-4234	WWW.ALANJAY.COM	50373-13
Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 863-273-1105	Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200
		FAX 863-402-4221		

ORIGINAL QUOTE DATE
11/17/2023

QUICK QUOTE SHEET

REVISED QUOTE DATE
12/6/2023

REQUESTING AGENCY	LOXAHATCHEE RIVER DISTRICT			
CONTACT PERSON	VINCENT BEATRICE	EMAIL	VINCENT.BEATRICE@LRECD.ORG	
PHONE	561-747-5700	MOBILE	FAX	

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

MODEL	8346	MSRP	\$51,605.00
2024 TOYOTA TUNDRA DOUBLE CAB SR5 4WD 8' BED			
CUSTOMER ID	UNIT 53	NJPA PRICE	\$49,081.00
BED LENGTH	8' BED		

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS

DESCRIPTION

0040	Exterior Color: ICE CAP (White)	\$0.00
EC21	Black, SofTex Seat Trim	\$0.00
3.5L	3.4L 6-Cyl. V35A, 10 Speed Automatic	\$0.00
MR10	CUSTOM EQUIPMENT Toyota All Weather Floor Mats	\$334.00
RB12	Dual Step Running Board - Black	\$924.00
PW PL	Power Windows & Locks (Incl)	\$0.00
BT	BLUE TOOTH (STD)	\$0.00
BUC	Back Up Camera	\$0.00
RKE	Remote Keyless Entry	\$0.00
TOW	Towing hitch receiver and wiring harness with 4-pin/7-pin connector1 & Integrated Trailer Brakcontroller, 11,400 lbs max towing (std, no other towing upgrades available with this package)	\$0.00

CONTRACT OPTIONS

DESCRIPTION

FACTORY OPTIONS

\$1,258.00

TT SEAT COVERS 2	TIGER TOUGH HD SEAT COVERS FOR FIRST AND SECOND ROWS.	\$795.00
3KR	Additional key and remote, cut and programmed.	\$265.00
FS MPS62U-4	(4) Federal Signal MicroPulse Ultra dual color with (2) mounted in grille and (2) mounted to rear of vehicle.	\$810.00
NOTE	CUSTOMER REQUEST WIRED HOT	\$0.00
SAFE-T	Amerex 5lb Fire extinguisher, First Aide Only first aid kit, and King James & Co road triangles	\$320.00
TK LEER DCC -	LEER DCC DELUXE ALUMINUM CONSTRUCTION TOPPER, STANDARD SIDE ACCESS DOOR WITH LED BRAKE LIGHTS. 30" TALL TOPPER W/ FRONT WINDOW, REAR PICTURE WINDOW, LADDER RACK, FRONT & REAR LIGHT BAR (NO TOOL SHELF).	\$4,470.00
CARGO-GLIDE 1000	Cargo Glide 1000lb bed slide with 4" sides and rubber coated floor.	\$1,910.00
HD SOB LG	HD Scorpion spray on bed liner (long bed) under rail.	\$830.00
BUA	Federal Signal 90 dB back-up alarm.	\$160.00
EWD	EXTENDED WARRANTY DECLINED	\$0.00
NEW-TAG-STATE	New STATE tag Includes temp tag & two way overnight shipping for signature.	\$245.00

CONTRACT OPTIONS

\$9,805.00

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

TRADE IN

TOTAL COST

\$60,144.00

YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~

\$0.00

TOTAL COST LESS TRADE IN(S)

QTY

1

\$60,144.00

Estimated Annual payments for 60 months paid in advance: \$13,469.78

Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS

VEHICLE QUOTED BY

ASHLEE WILSON

GOVERNMENT ACCOUNT MANAGER

Ashlee.Wilson@AlanJay.com

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Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 863-273-1105	Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200
		FAX 863-402-4221		

ORIGINAL QUOTE DATE
11/17/2023

QUICK QUOTE SHEET

REVISED QUOTE DATE
12/6/2023

REQUESTING AGENCY	LOXAHATCHEE RIVER DISTRICT			
CONTACT PERSON	VINCENT BEATRICE	EMAIL	VINCENT.BEATRICE@LRECD.ORG	
PHONE	561-747-5700	MOBILE	FAX	

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

MODEL	8346	MSRP	\$51,605.00
2024 TOYOTA TUNDRA DOUBLE CAB SR5 4WD 8' BED			
CUSTOMER ID	UNIT 55	NJPA PRICE	\$49,081.00

BED LENGTH 8' BED

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS

DESCRIPTION

0040	Exterior Color: ICE CAP (White)	\$0.00
EC21	Black, SofTex Seat Trim	\$0.00
3.5L	3.4L 6-Cyl. V35A, 10 Speed Automatic	\$0.00
MR10	CUSTOM EQUIPMENT Toyota All Weather Floor Mats	\$334.00
RB12	Dual Step Running Board - Black	\$924.00
PW PL	Power Windows & Locks (Incl)	\$0.00
BT	BLUE TOOTH (STD)	\$0.00
BUC	Back Up Camera	\$0.00
RKE	Remote Keyless Entry	\$0.00
TOW	Towing hitch receiver and wiring harness with 4-pin/7-pin connector1 & Integrated Trailer Brake Conol, 11,400 lbs max towing (std, no other towing upgrades available with this package)	\$0.00

CONTRACT OPTIONS

DESCRIPTION

FACTORY OPTIONS

\$1,258.00

TT SEAT COVERS 2	TIGER TOUGH HD SEAT COVERS FOR FIRST AND SECOND ROWS.	\$795.00
813-3000UL-PU	XANTREX 3000W modified sine inverter mounted behind front passenger seat or under rear passenger seat with ignition sourced remote / user control mounted on dash mounted on dash. (Alternate mounting location may be required due to clearance.) Includes freight and installation with 4/0 powr and ground, ignition controlled solenoid, 300A breaker, heat shrink connectors, and wire loom. (Dealer strongly recommends upgrading alternator and addition of auxillary battery)	\$1,905.00
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NOTE	WIRED HOT	\$0.00
TK LEER DCC LOXA	LEER DCC DELUXE ALUMINUM CONSTRUCTION TOPPER, STANDARD SIDE ACCESS DOOR WITH LED BRAKE LIGHTS. 30" TALL TOPPER W/ FRONT WINDOW, REAR PICTURE WINDOW, LADDER RACK, REAR AND PASSENGER SIDE LIGHT BAR, DRIVER SIDE ONLY TOOL SHELF INSIDE WINDOW.	\$4,900.00
HD SOB LG	HD Scorpion spray on bed liner (long bed) under rail.	\$830.00
EWD	EXTENDED WARRANTY DECLINED	\$0.00
NEW-TAG-STATE	New STATE tag Includes temp tag & two way overnight shipping for signature.	\$245.00
ASSUME	ANY ITEMS NOT SPECIFICALLY LISTED ON THIS QUOTE ARE TO BE ASSUMED UNAVAILABLE OR NOT INCLUDED.	\$0.00

CONTRACT OPTIONS

\$10,230.00

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

TRADE IN

TOTAL COST

\$60,569.00

YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~

\$0.00

TOTAL COST LESS TRADE IN(S)

QTY

1

\$60,569.00

Estimated Annual payments for 60 months paid in advance: \$13,564.96

Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS

VEHICLE QUOTED BY

ASHLEE WILSON

GOVERNMENT ACCOUNT MANAGER

Ashlee.Wilson@AlanJay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.
I am always happy to be of assistance.



Awarded Contract

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

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Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 863-273-1105	Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200
		FAX 863-402-4221		

ORIGINAL QUOTE DATE
11/14/2023

QUICK QUOTE SHEET

REVISED QUOTE DATE
12/7/2023

REQUESTING AGENCY	LOXAHATCHEE RIVER DISTRICT			
CONTACT PERSON	VINCENT BEATRICE	EMAIL	VINCENT.BEATRICE@LRECD.ORG	
PHONE	561-747-5700	MOBILE	FAX	

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

MODEL	X2B 600A	MSRP	\$54,160.00
2024 FORD F-250 SUPER CAB 4WD XL 8' BED 164" WB			
CUSTOMER ID	UNIT-56	NJPA PRICE	\$50,616.00
BED LENGTH	8' BED		

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS

DESCRIPTION

Z1	Oxford White	\$0.00
AS	Medium Dark Slate, HD Vinyl 40/20/40 Split Bench Seat	\$0.00
99A	Engine: 6.8L 2V DEVCT NA PFI V8 Gas	\$0.00
44F	Transmission: TorqShift-G 10-Speed Automatic	\$0.00
600A	Order Code 600A	\$0.00
64A	Wheels: 17" Argent Painted Steel	\$0.00
66S	Upfitter Switches (6)	\$160.00
67D	190 Amp Alternator	\$0.00
96V	XL Chrome Package	\$220.00
TD8	Tires: LT245/75Rx17E BSW A/S	\$0.00
X3E	Electronic-Locking w/3.73 Axle Ratio	\$425.00
PW PL	Power Windows & Locks (Incl)	\$0.00
BT	BLUE TOOTH (STD)	\$0.00
TOW	[T92] Tow Package	\$0.00
52B	ELECTRIC BRAKE CONTROLLER (STD.)	\$0.00

CONTRACT OPTIONS

DESCRIPTION

FACTORY OPTIONS

\$805.00

TT SEAT COVERS 2	TIGER TOUGH HD SEAT COVERS FOR FIRST AND SECOND ROWS.	\$795.00
WTF EXT	Weather Tech floor liner system for extended cab pick-up trucks.	\$255.00
SAFE-T	Amerex 5lb Fire extinguisher, First Aide Only first aid kit, and King James & Co road triangles	\$320.00
3KR	Additional key and remote, cut and programmed.	\$265.00
813-3000UL-PU	XANTREX 3000W modified sine inverter mounted behind front passenger seat or under rear passenger seat with ignition sourced remote / user control mounted on dash. (Alternate mounting location may be required due to clearance.) Includes freight and installation with 4/0 powr and ground, ignition controlled solenoid, 300A breaker, heat shrink connectors, and wire loom. (Dealer strongly recommends upgrading alternator and addition of auxillary battery)	\$1,905.00
3BLS	3rd brake light safety pulse (Pulses 3rd brake light (4) times upon application of brake pedal to increase driver awareness behind you when stopping)	\$200.00
FS MPS62U-4	(4) Federal Signal MicroPulse Ultra dual color with (2) mounted in grille and (2) mounted to rear of vehicle.	\$810.00
NOTE	WIRED HOT	\$0.00
BUA	Federal Signal 90 dB back-up alarm.	\$160.00
HD USOB-TB	HD Scorpion spray on bed liner applied inside cargo area, tops of boxes, and rear bumper of 8' & 9' utility body.	\$1,160.00
D-BOX	REMOVE FACTORY PICKUP BOX	\$0.00
CAMERA RELOCATE	TRANSFER FACTORY CAMERA FROM PICK UP GATE TO LIFTGATE	\$300.00

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

K 696-60B	Knapheide 8' SRW utility body for 56" CA w/ 60" high front raised compartments on street and curb side. (Includes 2nd Stage MSO, Weight Slip, & Completed Vehicle Certification.)	\$12,830.00
PADDLE	Paddel handles std.	\$0.00
K CTEC 700104	C-TEC DRAWER UNIT [24 X 31.8 X 12] 5-Drawers Total. Four 3" Drawers, One 5" Drawer. (Furnished and installed in Streetside Front Compartment.) (inc: front to back separators)	\$1,684.00
K SORTIMO-2	(6) Narrow Sortimo bins installed in horizontal compartment on both sides	\$625.00
K MLS-6	Master locking system 6-door bodies	\$735.00
K WATER TANK	FURNISH AND INSTALL 30 GALLON WATER TANK -MOUNTED TO STREET SIDE COMPARTMENT TOP-	\$499.00
K 110 FTT	110 Gallon fuel transfer tank. Includes GPI 12V fuel pump, 3/4 x 4" filter kit (10 micron), GPI digital fuel meter, 12' OF 3/4" hose, tank installed to bulkhead of utility body.	\$2,363.00
EWD	EXTENDED WARRANTY DECLINED	\$0.00
NEW-TAG-STATE	New STATE tag Includes temp tag & two way overnight shipping for signature.	\$245.00

CONTRACT OPTIONS \$25,151.00

TRADE IN	TOTAL COST	\$76,572.00
YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~		
	TOTAL COST LESS TRADE IN(S)	\$0.00
	QTY	1
		\$76,572.00

Estimated Annual payments for 60 months paid in advance: \$17,148.98
Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS

VEHICLE QUOTED BY ASHLEE WILSON GOVERNMENT ACCOUNT MANAGER Ashlee.Wilson@AlanJay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.
I am always happy to be of assistance.



Awarded Contract

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)		DIRECT 863-402-4234	WWW.ALANJAY.COM	50527-14
Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 863-273-1105	Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200
		FAX 863-402-4221		

ORIGINAL QUOTE DATE
11/30/2023

QUICK QUOTE SHEET

REVISED QUOTE DATE
12/6/2023

REQUESTING AGENCY	LOXAHATCHEE RIVER DISTRICT			
CONTACT PERSON	VINCENT BEATRICE	EMAIL	VINCENT.BEATRICE@LRECD.ORG	
PHONE	561-747-5700	MOBILE	FAX	

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

MODEL	W5P 138	MSRP	\$51,775.00
2024 FORD TRANSIT CUT-AWAY T-350 - SRW - 138" WB 9500 GVWR - RWD -			
CUSTOMER ID	Unit 58 *KUV129SL-FT*	NJPA PRICE	\$42,132.00

BED LENGTH CUT 138" WB

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS

DESCRIPTION

YZ	Oxford White	\$0.00
VK	Dark Palazzo Gray, Vinyl Front Bucket Seats	\$0.00
99G	Engine: 3.5L EcoBoost V6	\$2,490.00
21G	OPTIONS Dark Palazzo Gray Vinyl Bucket Seats	\$0.00
44U	Transmission: 10-Spd Automatic w/OD & SelectShift	\$0.00
43B	Back Up Alarm	\$145.00
501A	Order Code 501A	\$0.00
51D	Spare Tire & Wheel	\$295.00
53D	Tow/Haul Mode w/Trailer Wiring Provisions	\$290.00
543	Long-Arm Manual-Folding Power Adjust Mirrors	\$290.00
58B	Radio: AM/FM Stereo w/SYNC 4	\$925.00
61A	Rear Video Camera & Prep Kit	\$220.00
63E	Dual AGM Batteries (70 Amp-hr Each)	\$0.00
67C	Upfitter Package	\$605.00
67D	Trailer Brake Controller	\$225.00
67E	Large Center Console	\$0.00
86F	2 Additional Keys (4 Total)	\$70.00
87E	Auxiliary Fuse Panel	\$0.00
X7L	3.73 Limited-Slip Axle Ratio	\$320.00

FACTORY OPTIONS

\$5,875.00

CONTRACT OPTIONS

DESCRIPTION

K SPARE	SPARE TIRE RETAINER MTD TO BULKHEAD INSIDE KUV	\$124.00
3BLS	3rd brake light safety pulse (Pulses 3rd brake light (4) times upon application of brake pedal to increase driver awareness behind you when stopping)	\$200.00
FS MPS62U-4	(4) Federal Signal MicroPulse Ultra dual color with (2) mounted in grille and (2) mounted to rear of vehicle.	\$810.00
NOTE	WIRED HOT	\$0.00
TT SEAT COVERS 1	TIGER TOUGH HD SEAT COVERS FOR FIRST ROW ONLY	\$405.00
813-3000UL-VAN	XANTREX 3000W modified sine inverter mounted to rear partition, in cargo area, accessible at side load door with ignition sourced remote / user control mounted on dash. (Alternate mounting location may be required due to clearance.) Includes freight and installation with 4/0 power and ground, ignition controlled solenoid, 300A breaker, heat shrink connectors, and wire loom. (Dealer strongly recommends upgrading alternator and addition of auxiliary battery)	\$1,905.00
SAFE-T	Amerex 5lb Fire extinguisher, First Aid Only first aid kit, and King James & Co road triangles	\$320.00
WTF VAN 1	Weather Tech floor liner system (1st row only).	\$160.00

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2024 091521-NAF & 06 www.NationalAutoFleetGroup.com

AJ CUTAWAY STEP	T-350 TRANSIT CUTAWAY STEP	\$650.00
K KUV LOX	***KUV129SL-FT*** KUV Body	\$22,434.00
	* TWO (2) ADJUSTABLE DIVIDER SHELVES, STREET AND CURB SIDE FRONT VERTICAL COMPARTMENTS. (ALL COMPARTMENTS AHEAD OF HORIZONTAL.) * ONE (1) ADJUSTABLE DIVIDER SHELF, STREET AND CURB SIDE REAR VERTICAL COMPARTMENTS. (ALL COMPARTMENTS BEHIND HORIZONTAL.) * ONE (1) ADJUSTABLE DIVIDER SHELF, CURB SIDE HORIZONTAL COMPARTMENT. * TWO (2) FULL LENGTH SHELVES EACH SIDE, INTERIOR OF BODY (ONE (1) ON TOP OF COMPARTMENT AND ONE (1) FIXED SHELF IN ROOF). * RIVETLESS ROTARY SLAM LATCHES ON ALL SIDE DOORS WITH DOUBLE SPRING OVER CENTER DOOR RETAINERS ON ALL VERTICAL DOORS * ABS PARTITION WITH SLIDING, DOUBLE PANEL DOOR WITH 12X16 GLASS * DOUBLE PANEL GALVANNEAL REAR DOORS WITH RIVETLESS LATCH AND SOLID - PANEL WITH NO GLASS * TWO (2) REAR ACCESS DOORS WITH RIVETLESS LATCH ON UPPER ROOF STRUCTURE * GRAB HANDLE AT RIGHT REAR IN CARGO AREA * COMPLETE SURFACE MOUNTED LIGHT KIT WITH ALL REQUIRED LIGHTS AND 2 INTERIOR LED DOME LIGHTS (ALL LIGHT HOLES PRE PUNCHED) * BODY TO CAB SEAL * MOUNTING KIT * TRIM KIT FOR CUTAWAY CHASSIS INTERFACE * ELECTRIC DOOR LOCKS ON ALL COMPARTMENT DOORS	
PADDLE	Paddel handles std.	\$0.00
K SIDE ACCESS	UPPER SIDE DOORS WITH 3-POINT TWIST LATCH - INSTALLED, 2 per side	\$2,640.00
K WINDOW	KUV REAR DOORS WITH GLASS & GUARDS	\$565.00
K CTEC 20192662	(2) DRAWER UNIT 23WX30.8HX 12D 3 inch [Liner] 3 inch [Liner] 3 inch [Liner] 5 inch [Liner] 5 inch [Liner] 7 inch [Liner]	\$3,438.00
K MLS	MASTER LOCKING SYSTEM 132" SERVICE BODIES	\$906.00
K ETRACK	Installed on both sides on the interior of the of the bed	\$450.00
K VICE	Furnish and Install Vice Mount on bumper	\$200.00
K KUV 7WAY	KUV WIRE HARNESS 7 WAY PLUG INSTALLED	\$150.00
K KUV HITCH	KUV HITCH INSTALLED	\$690.00
EWD	EXTENDED WARRANTY DECLINED	\$0.00
NEW-TAG-STATE	New STATE tag Includes temp tag & two way overnight shipping for signature.	\$245.00
ASSUME	ANY ITEMS NOT SPECIFICALLY LISTED ON THIS QUOTE ARE TO BE ASSUMED UNAVAILABLE OR NOT INCLUDED.	\$0.00
CONTRACT OPTIONS		\$36,292.00
TRADE IN	TOTAL COST	\$84,299.00
	YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~	\$0.00
	TOTAL COST LESS TRADE IN(S) QTY 1	\$84,299.00
Estimated Annual payments for 60 months paid in advance: \$18,879.51 Municipal finance for any essential use vehicle, requires lender approval, WAC.		
Comments	QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS	
VEHICLE QUOTED BY	ASHLEE WILSON GOVERNMENT ACCOUNT MANAGER Ashlee.Wilson@AlanJay.com <i>"I Want to be Your Fleet Provider"</i> <i>I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.</i> <i>I am always happy to be of assistance.</i>	



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: Kara Fraraccio, Director of Finance and Administration
Date: January 12, 2024
Subject: Disposal of Surplus Property

Whenever the District disposes of tangible personal property of a non-consumable nature, Florida Statutes and our Disposal of Surplus Tangible Personal Property Policy require Governing Board approval before any Surplus Tangible Personal Property can be disposed of. The following asset was aggregated with other assets or grouped as part of a project when purchased and we therefore do not have individualized asset information, instead a description of the asset is provided. Consistent with state statute and our policies and procedures, I request your authorization to dispose of the item listed below:

<u>Description</u>	<u>Model or Serial Number</u>	<u>Condition</u>	<u>Estimated Value</u>
5 HP Barnes Pump	3102.181-0710468	Beyond Repair	\$0

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

Items slated for disposal that have no remaining value will be recycled or otherwise disposed of in an environmentally conscious manner.

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

I offer the following motion for your approval:

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

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

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.
FROM: Kris Dean, P.E., Deputy Executive Director
DATE: January 11, 2024
SUBJECT: Anaerobic Selector Zone Pilot Testing and Process Aeration System Energy Efficiency Evaluation - Professional Engineering Services

At the December 2023 Board Meeting an agreement for professional engineering services for the subject project was approved by the Board. During discussions, the Board expressed its desire to include a cost benefit analysis as part of the professional engineering services. To this end, staff coordinated with the consultant for revised language to Task 1, paragraph 7 of the professional engineering services agreement as follows:

7. Prepare and submit a DRAFT Anaerobic Selector Zone Technical Memorandum (TM), recommendations for permanent modifications, and opinion of probable construction cost. The TM shall also include a cost-benefit analysis which includes the preparation of a 20-year net present value (NPV), which quantifies the estimated capital and operating costs for the proposed process modification to incorporate an anaerobic selector zone. The cost-benefit analysis shall provide a thorough assessment of the advantages and disadvantages of the potential process modification to incorporate an anaerobic selector zone. Schedule a DRAFT TM review meeting via Teams.

The consultant has agreed these revisions to the professional engineering services agreement are at no additional cost to the agreement. Thus, no action is required by the Board.

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

Water Reclamation – Environmental Education – River Restoration

**AGREEMENT BETWEEN LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
AND BAXTER & WOODMAN, INC.
FOR PROFESSIONAL ENGINEERING SERVICES**

**“ANAEROBIC SELECTOR ZONE PILOT TESTING
AND
PROCESS AERATION SYSTEM ENERGY EFFICIENCY EVALUATION”**

DATE: January 11, 2024

BACKGROUND

This Agreement is for the performance of engineering services by Baxter & Woodman, Inc. pursuant to the Continuing Contract for Professional Engineering Services – Wastewater-Reuse-WWTF, between Loxahatchee River District (District) and Baxter & Woodman dated October 16, 2020. The District has the right to stop work at any time being only responsible for costs incurred up to that time.

Baxter & Woodman, Inc. is pleased to provide a proposal for assessment and evaluation of an anaerobic selector zone and the activated sludge aeration system located at the Wastewater Treatment Plant. We understand the project goals are to (1) develop and implement anaerobic zone pilot testing, including identifying sampling and lab analysis, assisting with design and implementation of temporary physical and operational modifications, providing technical support during pilot testing, evaluating data, and recommending improvements including cost estimates and (2) evaluate alternatives to improve the energy efficiency of the process aeration system, including potentially replacing the existing multi-stage centrifugal blowers with higher efficiency blowers, upgrading instrumentation and controls, and piping modifications. The evaluation will also quantify the impacts and associated reduction in greenhouse gas emissions.

SCOPE OF SERVICES

Our Scope of Services to accomplish goals will include the following tasks:

TASK 1 –Anaerobic Selector Zone Pilot Testing

1. Project Administration
 - A. Confer with the District from time to time, to clarify and define the general scope, extent, and character of the Project.
 - B. Plan, schedule, and control the activities necessary to complete Task 1. These activities include but are not limited to budget, schedule, scope, and performance.

- C. Schedule one project kick-off meeting via Teams
2. Obtain, review, and evaluate the following information provided by the District for use in the evaluation of the potential incorporation of an anaerobic selector zone:
 - A. Existing Plans and Specifications
 - B. Existing O&M Manuals and written procedures
 - C. Biowin Process Model and Greenhouse Gas Evaluation Strategies Technical Memorandums.
 - D. Create lists of missing or conflicting data
 - E. One year of historical process operating data.
 3. Site Visits:
 - A. Conduct a visual inspection of the existing aeration basins and aeration piping to identify potential methods to implement temporary physical and operational modifications to be incorporated into the proposed pilot testing plan. This scope item will be combined with the scope included in the Task 2 – Process Aeration System Energy Efficiency Evaluation, Item 3 site visit.
 - B. Provide one week of onsite startup assistance for the pilot testing.
 - C. Provide one week of onsite operational assistance during the pilot testing.
 4. Prepare an Anaerobic Selector Zone Evaluation consisting of preparing the details of the pilot study, providing a summary of results, recommending permanent improvement measures and preparing capital cost estimates.
 - A. Develop a plan to implement temporary process/mechanical and operational modifications to facilitate pilot testing. Identify and recommend options for mixing the anaerobic zone.
 - B. Develop an operational and pilot testing plan, including sampling and lab analysis, to evaluate system process performance during the pilot testing. Provide a list of data to be collected during the pilot test. Consider the need to continue to meet regulatory requirements.
 - C. Provide technical support and review pilot testing data on a weekly basis and confer with District to discuss process performance and provide District with recommended operational modifications to address challenges and/or optimize treatment performance. The scope assumes a 90-day testing period will be performed.
 5. Prepare and submit a DRAFT Pilot Test Plan Technical Memorandum (TM) summarizing the temporary process/mechanical and operations modifications, laboratory analysis and operating data to be collected, and pilot test schedule. Schedule a DRAFT TM review meeting via Teams.

6. Submit a copy of the FINAL Pilot Test Plan TM which incorporates pertinent District comments to the DRAFT TM to the Loxahatchee River District's Plant Manager in electronic format.
7. Prepare and submit a DRAFT Anaerobic Selector Zone Technical Memorandum (TM), recommendations for permanent modifications, and opinion of probable construction cost. The TM shall also include a cost-benefit analysis which includes the preparation of a 20-year net present value (NPV), which quantifies the estimated capital and operating costs for the proposed process modification to incorporate an anaerobic selector zone. The cost-benefit analysis shall provide a thorough assessment of the advantages and disadvantages of the potential process modification to incorporate an anaerobic selector zone. Schedule a DRAFT TM review meeting via Teams.
8. Submit a copy of the FINAL Anaerobic Selector Zone Technical Memorandum TM which incorporates pertinent District comments to the DRAFT TM to the Loxahatchee River District's Plant Manager in electronic format.
9. Attend one meeting to present the findings to the Governing Board.

TASK 2 – Process Aeration System Energy Efficiency Evaluation

1. Project Administration
 - A. Confer with the District from time to time, to clarify and define the general scope, extent, and character of the Project.
 - B. Plan, schedule, and control the activities necessary to complete Task 2. These activities include but are not limited to budget, schedule, scope, and performance.
 - C. Schedule one (1) project kick-off meeting via Teams (to be combined with Task 1 Kickoff Meeting)
2. Obtain, review, and evaluate the following information provided by the District for use in the evaluation of the existing process aeration system:
 - A. Existing Plans and Specifications
 - B. Existing O&M Manuals and written procedures
 - C. Blower air flow data (flow rate and pressure) and electrical usage.
 - D. Create lists of missing or conflicting data
 - E. One year of historical operating data.
3. Site Visit (one day):
 - A. Conduct visual inspection of existing aeration system, including blowers, piping, instrumentation and controls, to determine condition. Interview plant operations staff on

operational performance and planned maintenance activities and to discuss diffuser performance and maintenance. This scope item will be combined with the scope included in the Task 1 – Anaerobic Selector Zone Pilot Testing, Item 3.A site visit.

4. Prepare a Process Aeration System Energy Efficiency Evaluation technical memorandum containing recommended improvement measures, capital cost estimates, and projected energy savings from improvements.
 - A. Evaluate the replacement of the existing multi-stage centrifugal blowers dedicated to the process aeration system with higher efficiency blowers.
 - i. Develop conceptual level plans, capital costs and savings for three alternatives or technologies.
 - ii. Provide a recommended alternative
 - B. Identify and review improvement options for diffusers, instrumentation and controls, and aeration piping.
5. Calculate baseline Greenhouse Gas (GHG) emissions from the existing process aeration system. Determine GHG reduction from implementing the proposed aeration system energy efficiency improvements.
6. Evaluate funding opportunities available for energy efficiency improvements.
7. Prepare recommendations and an opinion of probable cost for items requiring maintenance and repairs. This item shall include the preparation of a 20-year life cycle cost analysis which indicates the potential pay back period for the proposed process aeration system improvements.
8. Prepare and submit a DRAFT technical memorandum (TM), recommendations, and opinion of probable construction cost for items requiring maintenance and repairs. Schedule a DRAFT TM review meeting via Teams.
9. Submit a copy of the FINAL TM which incorporates pertinent District comments to the DRAFT TM to the Loxahatchee River District's Plant Manager in electronic format.

TASK 3 – Progress Reporting

CONSULTANT shall provide a monthly status report including a project schedule, and schedule updates, with percent completion for tasks such as:

1. Kickoff Meeting
2. Data Collection
3. Site Investigation
4. DRAFT TM – Task 1 Pilot Test Plan
5. DRAFT TM Review – Task 1 Pilot Test Plan
6. FINAL TM - Task 1 Pilot Test Plan
7. DRAFT TM – Task 1 Anaerobic Selector Zone

8. DRAFT TM Review – Task 1 Anaerobic Selector Zone
9. FINAL TM - Task 1 Anaerobic Selector Zone
10. DRAFT TM – Task 2 Process Aeration System Energy Efficiency
11. DRAFT TM Review – Task 2 Process Aeration System Energy Efficiency
12. FINAL TM - Task 2 Process Aeration System Energy Efficiency

CONSULTANT shall submit to the DISTRICT progress reports in PDF format. It is estimated that eight (8) progress reports will be provided for the duration of the project.

Notes:

- 1) Owner Responsibilities:
 - a) Furnish copies of available drawings, and construction and maintenance records for review.
 - b) Reimburse Baxter & Woodman for additional expenses should additional site visits be required.
 - c) Provide review comments of DRAFT deliverable documents within 14-days of receipt.

ADDITIONAL SERVICES

Baxter & Woodman shall provide additional engineering as requested by the District for engineering services that are not covered under this Scope of Work. Services shall be reimbursed in accordance with Baxter & Woodman's fee schedule included in **Exhibit A**. Services performed under this task will be on as-directed basis in accordance with a written Notice-to-Proceed from District. The Notice-to-Proceed issued shall contain the following information and requirements.

- A detailed description of the work to be undertaken.
- A budget establishing the amount of the fee to be paid in accordance with the Agreement.
- A time established for completion of the work.

GENERAL CONDITIONS

1. Baxter & Woodman will invoice the District on a monthly basis for services completed to date. Payment of all applicable costs will be made by District to Baxter & Woodman within 30 days of receipt of invoice.
2. Baxter & Woodman shall purchase and maintain insurance for coverages listed in the base contract.

CONTRACT PERFORMANCE

COMPLETION DATES

Electronic copies of all project deliverables will be submitted to the Loxahatchee River District within 300 days of authorization to proceed.

SUMMARY OF PROPOSED FEES

Proposed labor costs and associated expenses for engineering services (Lump Sum) are tabulated below and detailed in **Exhibit A**.

ENGINEERING SERVICES

ENGINEERING FEE

Engineering Services (LS)

\$102,224.00

TOTAL ENGINEERING SERVICES

\$102,224.00

DELIVERABLES

TASKS	DELIVERABLES	QUANTITY
1. Engineering Services	a. Anaerobic Selector Zone - DRAFT Pilot Test Plan b. Anaerobic Selector Zone - FINAL Pilot Test Plan c. Anaerobic Selector Zone - DRAFT TM d. Anaerobic Selector Zone - FINAL TMe. Aeration System Energy Efficiency - DRAFT TM f. Aeration System Energy Efficiency - FINAL TM	Electronic PDF (Draft & Final)
2. Progress Reporting	Monthly Status Report	Electronic PDF (Draft & Final)

EXHIBIT A
Loxahatchee River District
Anaerobic Selector Zone Pilot Testing and Process Aeration System Energy Efficiency Evaluation
Budget Summary for Baxter & Woodman, Inc. (12/4/23)

Task No.	Task Description	Labor Classification and Hourly Rates							Total Labor
		Executive Vice President \$215.00	Mechanical Principal/Vice President \$200.00	Structural Senior Engineer III-IV \$185.00	Engineer III \$143.00	Engineering Technician III-IV \$138.00	Electrical Senior Engineer III-IV \$185.00	Admin Support \$80.00	
1	Anaerobic Selector Zone Pilot Testing								
	Data Collection & Review		4	2	4		2		\$ 2,112.00
	Site Visit & Assessment		96		8				\$ 20,344.00
	Pilot Test Plan and Technical Memorandum	4	58	2	12	4	2	2	\$ 15,228.00
	Engineering Analysis and Technical Memorandum	4	80	2	32	4	2	4	\$ 23,048.00
	Meetings (Kickoff, Report Review, Governing Board)	4	16		4				\$ 4,632.00
	General Administration/PM		8						\$ 1,600.00
	Subtotal Task 1	12	260	6	60	8	6	6	\$ 66,964.00
2	Aeration System Energy Efficiency Evaluation								
	Data Collection & Review		4	0	4		2		\$ 1,742.00
	Site Visit & Assessment (with Task 1)		0	0	0				\$ -
	Engineering Analysis and Technical Memorandum	4	24	0	80	16	16	4	\$ 22,588.00
	Meetings (Kickoff, Report Review)	2	2	0					\$ 630.00
	General Administration/PM		8						\$ 1,600.00
	Subtotal Task 1	6	38	0	84	16	18	4	\$ 28,760.00
3	Progress Reporting								
	Subtotal Task 2		16						\$ 3,200.00
	Labor Subtotal Hours	18	314	6	144	24	24	10	
	Labor Subtotal	\$3,870	\$62,800	\$1,110	\$20,592	\$3,312	\$4,440	\$800	\$ 98,924.00
	Labor Total Costs	\$98,924							
	Subconsultant Costs Total	\$0							
	Subconsultant Multiplier	1.1							
	Subconsultant Total	\$0							
99	Reimbursables	\$5,300							
	Project Total	\$102,224							

Loxahatchee River District

Anaerobic Selector Zone Pilot Testing and Process Aeration System Energy Efficiency Evaluation Project Schedule

Task	Days	Date
Task 1 - Anaerobic Selector Zone Pilot Testing		
Authorization to Proceed		Thursday, December 14, 2023
Kickoff Meeting	7	Thursday, December 21, 2023
Data Collection & Review	21	Thursday, January 11, 2024
Site Visit & Assessment	14	Thursday, January 25, 2024
Submit Pilot Test Plan TM - Draft	21	Thursday, February 15, 2024
Draft TM - Pilot Test Plan Review Meeting	14	Thursday, February 29, 2024
Submit Final TM - Pilot Test Plan	14	Thursday, March 14, 2024
Initiate Pilot Test	28	Thursday, April 11, 2024
Submit Anaerobic Selector Zone TM - Draft	120	Friday, August 9, 2024
Draft TM - Anaerobic Selector Zone Review Meeting	14	Friday, August 23, 2024
Submit Final TM - Anaerobic Selector Zone	14	Friday, September 6, 2024
Task 2 - Process Aeration System Energy Efficiency Evaluation		
Site Visit & Assessment		Thursday, January 25, 2024
Submit Process Aeration System Energy Efficiency TM	210	Thursday, August 22, 2024
Draft TM - Process Aeration System Energy Efficiency Review Meeting	21	Thursday, September 12, 2024
Submit Final TM - Process Aeration System Energy Efficiency	14	Thursday, September 26, 2024

IN WITNESS WHEREOF, the parties have made and executed this agreement as of the date written below.

LOXAHATCHEE RIVER ENVIRONMENTAL
CONTROL DISTRICT

Witnesses:

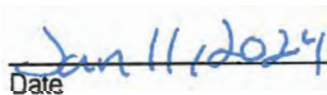
By: _____
D. Albrey Arrington, Ph D, Executive Director

Date
Executed: _____

BAXTER & WOODMAN, INC.

Witnesses:




Date

By: 
Rebecca Travis, PE, Executive Vice President



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.
FROM: Kris Dean, P.E., Deputy Executive Director
DATE: January 11, 2024
SUBJECT: Loxahatchee River Subaqueous Force Main Replacement Professional Engineering Services – Design and Construction

In June 2022 the Board approved a work authorization with Mock, Roos and Associates to provide engineering design and construction services for a directional drill installation under the Loxahatchee River west of the FEC railroad bridge.

In May 2023 the Board approved a change order to address delays associated with pipeline alignment and easements and revised permitting requirements through the Army Corp and FDEP including a United States Army Corp of Engineers (USACE) 408 permit and Florida Department of Environmental Protection (FDEP) Environmental Resource Permit.

Staff and the consultant continue to work through federal and state permitting procedures. The consultant, Mock Roos, has requested authorization of additional fees in the amount of \$6,450.00 to continue these efforts. Please see attached for reference.

Professional Engineering Services Agreement	\$229,895.00
Change Order 001 – Additional Permitting Services	\$18,850.00
Proposed - Change Order 002 – Additional Permitting Services	\$6,450.00
Total	\$255,195.00

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to reauthorize the contract to Mock, Roos and Associates for Professional Engineering Services for the Loxahatchee River Subaqueous Force Main Replacement to include additional permitting services in the amount of \$6,450.00 in accordance with their proposal dated December 14, 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

Water Reclamation – Environmental Education – River Restoration



**Proposal to Provide Professional Engineering Services for
Loxahatchee River Environmental Control District
Redundant Subaqueous Forcemain Replacement
Additional Permitting Services (PA#C0089.10)**

A. Project Description:

The Loxahatchee River Environmental Control District (District) approved Mock•Roos to perform the design, permitting and provide engineering during construction services for the District's Redundant Subaqueous Forcemain Replacement project. Subsequent to the USACE escalating their 404 Permit Authorization to a 408 Permit, the FDEP provided additional RAI comments with a Sovereign Submerged Lands (SSL) determination, requiring additional SSL Easement coordination and additional rounds of RAI responses.

B. Scope of Services:

Mock•Roos will provide additional services related to:

TASK 3 – PERMITTING SERVICES.

4. Provide additional coordination and prepare SSL easement and supporting documents for the FDEP Environmental Resource Permit additional RAI.

C. Fee and Rates:

The total fee to provide the additional Scope of Services is anticipated to be \$6,450.00. Mock•Roos will complete these services on an hourly basis at Mock•Roos' hourly rates, plus reimbursable expenses. See attached estimate of hours.

D. Acceptance and Authorization to Proceed:

This proposal is acceptable and Mock•Roos has authorization to proceed with the Scope of Services upon Mock•Roos receiving a Purchase Order for these services.

MOCK•ROOS

Signed: _____

Name: Garry G. Gruber, P.E.

Title: Senior Vice President

Date: December 14, 2023

Mock, Roos & Associates, Inc.

5720 Corporate Way, West Palm Beach, Florida 33407-2066, 561-683-3113, www.MockRoos.com

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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: Governing Board
From: D. Albrey Arrington, Ph.D., Executive Director
Date: January 12, 2024
Subject: Board Appointments and Liaisons

The attached chart shows liaison positions held by Governing Board members. Blue and yellow blocks designate external organizations with which the District interacts, while purple blocks represent internal departments and activities of the District.

I encourage a discussion among Board Members regarding the appointments and liaisons shown in the attached chart. Following your discussion and any potential revisions you may implement; I suggest you enact the following motion:

“THAT THE GOVERNING BOARD adopt the chart of Governing Board appointments and liaisons for the 2024 calendar year.”

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

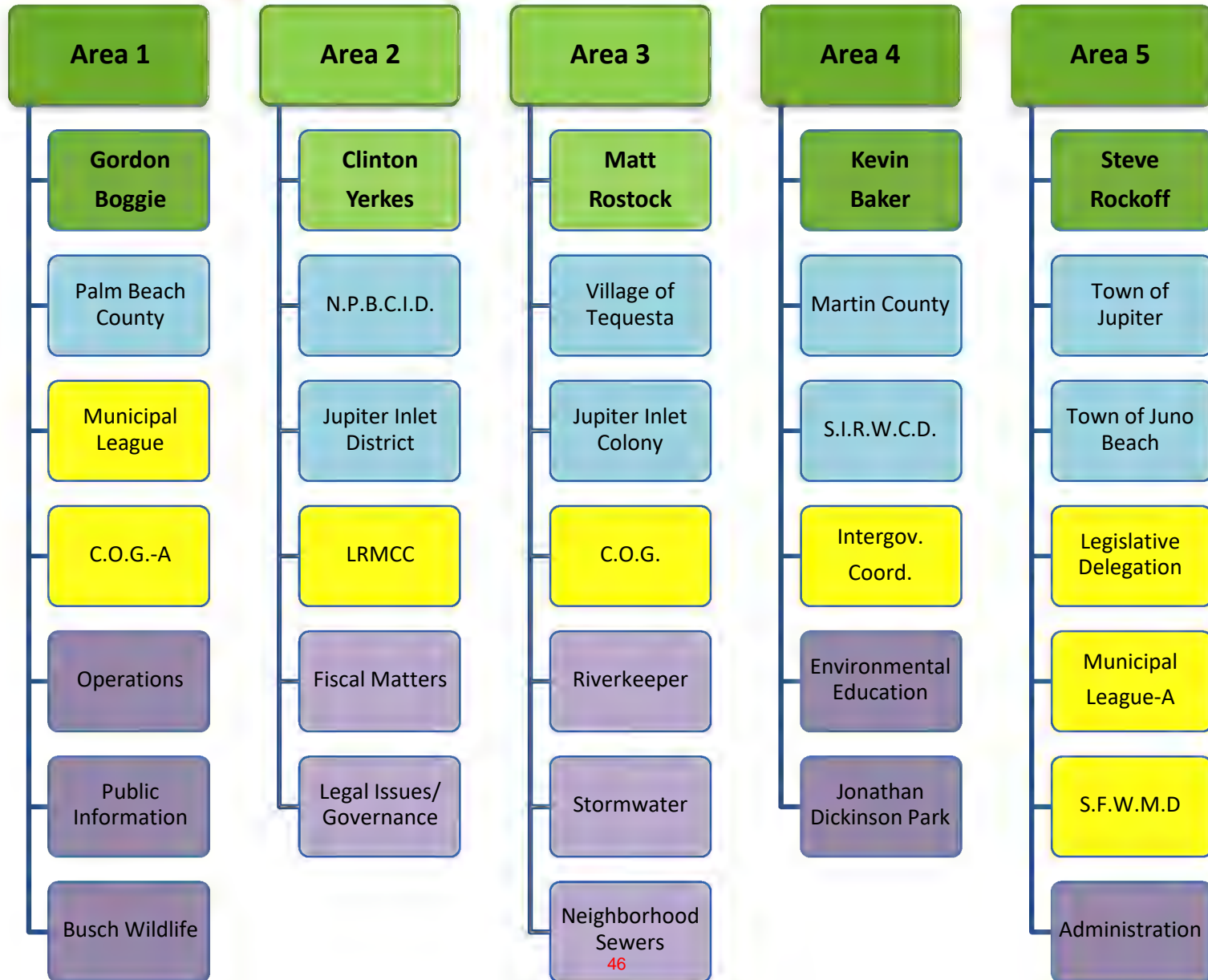
Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

GOVERNING BOARD

APPOINTMENTS & LIAISONS - 2024





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: JANUARY 10, 2024
SUBJECT: PERSONNEL POLICIES & PROCEDURES UPDATE

Last month the Governing Board approved a suite of updates to our Personnel Policies and Procedures. As part of that process, I indicated that some Governing Board Members had raised issues or concerns that I was not prepared to address at that time. This month, I would like to have a discussion around the three concerns that were addressed. The three issues are briefly summarized here then more fully explained on the following pages:

1. Revise Section 1.2 Equal Opportunity Policy Statement and Section 1.4 Non-Discrimination and Anti-Harassment Policy – to be more precisely aligned with existing federal and state law.
2. Revise Section 4.7 Leave of Absence – to provide for extended and/or improved benefits for military members called to service for matters of national or state security. Our existing policy provides for 30 days of benefits, which is the duration required by law.
3. Revise Section 4.8 Workers' Compensation – to provide for administrative leave to be used during the initial seven (7) days an employee is absent following a work-related injury or illness. Our existing policy allows employees to use sick leave or vacation leave (if available) during this time.

Regarding Bullet #1: As the Board approved last month, our Personnel Policies and Procedures were revised to include the following statement *"It is the policy of the District to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, religion, gender, pregnancy, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, familial status, ancestry, status as a covered veteran, or any other category protected by applicable local, state, or federal law."* During the process of reviewing the policy statements, I was asked why "gender expression", "familial status", and "ancestry" were included as protected classes in our policy because these terms were not included or defined in existing federal or state law.

As explained by the US Department of Justice's Civil Rights Division, the federal law known as [Title VII of the Civil Rights Act of 1964](#) (Title VII) makes it unlawful for an employer to discriminate against someone because of: race; color; religion; sex (including pregnancy, childbirth, and related conditions, sexual orientation, and gender identity); or national origin. It is worth noting that "gender expression" is not listed as a specific, protected class, though "gender expression" has been interpreted by the courts, including the Supreme Court ([2020 Bostock v. Clayton County, Georgia](#)), to be included in the definition of "sex", which is included in Title VII. If the Board is seeking to have our Personnel Policies precisely match federal and state statutes, then it would seem permissible to remove "gender expression" from the relevant policies (see below).

"Ancestry" is a colloquial term that may help employees understand "national origin". While "national origin" is listed in Title VII, "ancestry" is not. So, similar logic could be applied to justify removal of "ancestry" from our relevant policies (see below). For additional reading, see US Equal Employment Opportunity Commission's [Fact Sheet: National Origin Discrimination](#).

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

Finally, “familial status” was included in our policies because protected class is listed in the Palm Beach County Ordinance Section 2-311 as a category for which an employer may not discriminate against an employee. Because the Loxahatchee River District is an independent, multi-county special district of the state of Florida, it can be argued that we do not fall under the legal jurisdiction of PBC Ordinance Section 2-311. Therefore, if the Board is seeking to have our Personnel Policies precisely match federal and state statutes, then it would seem permissible to remove “familial status” from the relevant policies (see below).

Here are the two relevant Personnel Policy sections that include “gender expression”, “familial status”, and “ancestry”. I have shown these two sections using track changes with “gender expression”, “familial status”, and “ancestry” shown as deleted.

1.2. Equal Employment Opportunity Policy Statement

Equal Employment Opportunity has been, and will continue to be, a fundamental principle at the District, where employment is based upon personal capabilities and qualifications without discrimination because of race, color, religion, gender, pregnancy, sexual orientation, gender identity ~~or expression~~, age, national origin, disability, genetic information, marital status, ~~familial status, ancestry~~ or status as a covered veteran in accordance with applicable federal, state, and local laws. Additionally, the District does not discriminate based upon the knowledge or belief that the individual has taken a human immunodeficiency virus test, or the results or perceived results of such test, or based on the sickle-cell trait. To be clear, the District prohibits harassment and discrimination based on any category protected by applicable local, state, or federal law.

This Equal Employment Opportunity policy applies to all policies and procedures relating to recruitment, hiring, compensation, benefits, termination, placement, promotion, layoff, recall, transfer, leaves of absence, and training.

1.4. Non-Discrimination and Anti-Harassment Policy

The Loxahatchee River District is committed to a work environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional atmosphere that promotes equal employment opportunities and prohibits discriminatory practices, including harassment. Therefore, the District expects that all relationships among persons in the workplace will be business-like and free of bias, prejudice, and harassment.

It is the policy of the District to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, religion, gender, pregnancy, sexual orientation, gender identity ~~or expression~~, national origin, age, disability, genetic information, marital status, ~~familial status, ancestry~~, status as a covered veteran, or any other category protected by applicable local, state, or federal law. The District strictly prohibits any such discrimination or harassment. Employees who violate this policy are subject to disciplinary action, up to and including termination.

If it is the pleasure of the Governing Board to remove “gender expression”, “familial status”, and “ancestry” as defined, protected classes from our Personnel Policies and Procedures, I offer the following motion:

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s Personnel Policies Section 1.2 and Section 1.4 as revised with an effective date of January 19, 2024, and authorize the District’s Executive Director to update the Personnel Policies & Procedures from time to time, and periodically present it to the Governing Board for ratification and approval.”

Regarding Bullet #2: At least one Board Member desires to revise Section 4.7 Leave of Absence to provide for improved benefits for military members called to service for matters of national or state security. In part, our existing policy states:

4.7.I. Military Leave

An employee who is a member of the United States Army, Navy, Air Force, Marines, Coast Guard, National Guard, or Reserves will be granted paid or unpaid leave of absence for military service, training, or related obligations in accordance with applicable law.

Training: All commissioned reserve officers or reserve enlisted personnel in the United States military or naval service or members of the National Guard will receive a leave of absence without loss of vacation pay, time or efficiency rating, on all days during which they are engaged in training ordered under the provisions of the United States military or naval training regulations when assigned to active or inactive duty. In any one annual period, leaves of absence must not exceed 240 working hours provided that leaves of absence for additional or longer periods of time for assignment to duty functions of a military character will be granted without pay and without loss of time or efficiency rating.

Active-Duty Assignments: All officers or enlisted personnel in the National Guard or a reserve component of the Armed Forces of the United States who are granted leave to perform active military service will receive their full pay for the first 30 days of any such leave.

All members of the Florida National Guard who are granted leave to engage in active state duty for a named event, declared disaster, or operation pursuant to Florida Statute Sections 250.28 or 252.36, will receive their full pay for the first 30 days. The leave of absence with full pay must not exceed 30 days for each emergency or disaster. Additionally, under Florida law, National Guard Members called to active state duty may not be discharged from employment for a period of one (1) year after the date the employee returns to work, except for cause.

Employees on military leave in excess of 30 days may substitute their accrued vacation time in an amount necessary to bring their total compensation, inclusive of their base military pay, to the level earned at the time they were called to active military duty.

The District will continue to pay the eligible employee's portion of health, dental and life insurance premiums and the District's pension contribution while the employee is on military leave for up to 30 days. If an employee has dependent insurance coverage, the employee must make arrangements with the Finance Department for payment of associated premiums. The employee will also be responsible for making arrangements for any other benefit premium or other deduction (example: deferred compensation contribution, voluntary supplemental benefits, etc.). For military leaves of more than 30 days, an employee may elect to continue such coverage under COBRA or Uniformed Services Employment and Reemployment Rights Act of 1994 and is required to pay the full premium for such continuation of coverage.

I am seeking a philosophical discussion by the Governing Board regarding the potential desire to expand this policy to do more than the minimum, i.e., revise this policy to:

- A. extend the duration beyond 30 days;
- B. continue employee benefits at the District's cost; and/or
- C. pay the service member's salary differential so that their total compensation (military pay + LRD differential pay) is equal to their District salary at the time they were called to service.

This policy is compliant with Florida and federal law in that we provide for thirty (30) days of pay for active duty (or 240 hours for training), which is the amount required by statute. So, we can take comfort in the fact that our existing policy meets the minimum legal requirement. While our policy is standard among many local governments in the area, I am more than willing to work with our legal counsel to revise this policy if a majority of the Governing Board would like to be more generous towards affected staff members.

Regarding Bullet #3: At least one Board Member desires to revise Section 4.8 Workers' Compensation – to provide for administrative leave to be used during the initial seven (7) days an employee is absent following a work-related injury or illness. Our existing policy allows employees to use sick leave or vacation leave (if available) during this time – see the existing policy text below under **Supplemental District Payments**.

4.8. Workers' Compensation

In accordance with the state and federal requirements of the Workers' Compensation Act, the District provides insurance to protect employees against financial loss due to personal injury and some occupational illnesses arising out of and in the course of employment at the District. For detailed information concerning supervisor responsibilities regarding accident prevention and reporting, please contact Human Resources.

Where a workplace accident or illness also results in a serious health condition as defined by the FMLA policy, the employee's leave of absence under Worker's Compensation and FMLA will run concurrently.

The District has a strict policy requiring all incidents to be reported immediately after any necessary medical attention is provided. An incident is defined as an unplanned, undesired work-related event that may cause injury, illness, or property damage, or a combination of all three. Incident severity may range from minor to catastrophic. A Near Miss is an unplanned event that did not result in injury, illness, or damage, but had the potential to do so. Therefore, if an employee is injured while working, the employee must notify their supervisor and the District Safety Officer immediately and complete an Employee's Report of Incident Form within 24 hours of the incident.

Wage Replacement and Medical Benefits: An employee who is absent 8 calendar days as the result of an accident or illness deemed to be work related, is eligible for wage replacement benefits from the 8th full day of absence due to injury or illness. When an employee is out more than 20 calendar days, the benefits are paid back to the first full day of disability.

The maximum wage replacement benefit for injured employees who lose time for work is 66 2/3% of the employee's average weekly wages. In all compensation cases, payment for adequate and reasonable medical and hospital services as mandated by the Workers' Compensation Act of Florida is also provided.

Supplemental District Payments: The District may make the following supplemental payments to employees absent from work due to a Workers Compensation injury or illness:

- If an employee is absent for less than a 40-hour workweek required to assure wage replacement benefits, the District may pay the employee his or her base weekly gross salary through accrued paid time off (sick then vacation). If an employee is absent for eight or more calendar days, wage replacement benefits will begin and will compensate lost wages up to 66 2/3% of their Average Weekly Wage (AWW). The AWW is based on the prior 13 weeks before the date of injury.
- The District will allow employees to supplement up to 33 1/3% of their accumulated sick then vacation to make up the difference when the injury/illness also qualifies as a serious health condition under FMLA. The supervisor will report the time as deductions from sick then vacation. This benefit will not pay over 100% of the employee's total regular wages.
- The District wants to assure uninterrupted salary payments to the employee. Because there may be administrative delays before the employee actually receives wage replacement benefits for the first 40 hours, sick balances will be charged to cover these days of absence. If you are out more than 20 calendar days from the day of accident, Workers Compensation will pay the employee for the initial 40 hours from the first week of accident. Because the District paid the employee the first 40 hours of absence, the employee must return this amount to the District's Payroll Office, either by endorsement of the wage replacement check, or by future payroll deduction.

Accrual of Vacation and Sick Time: An employee who is absent from work as the result of an occupational injury or illness, and who is receiving Workers' Compensation insurance payments, will accrue sick/vacation based on the portion of hours paid by the District. No increments of sick/vacation will accrue for any pay week which includes three or more days of leave of absence without pay.

Payment of Holiday Pay: An employee will be paid for a holiday which falls during a period of absence due to an occupational injury or illness only if he or she is supplementing his or her wage replacement benefits with sick/vacation time. In this event, the portion of supplemental pay normally charged to sick/vacation time will be charged to holiday pay.

Continuation of Benefits: Certain District benefits may be maintained for a limited period of time provided the employee makes arrangements with Human Resources and/or Payroll to continue the appropriate contributions to the plans.

Review of Employment Status: In cases of prolonged absence due to a Workers Compensation illness or injury, the employment status of the employee will be reviewed periodically. The District will be in constant contact with the Workers Compensation representative and the employee to stay current on the status of the employee. The District will make every reasonable effort to accommodate the employee to come back to work as long as the accommodation does not cause undue hardship to the District. All state and federal regulations concerning Worker's Compensation, FMLA, and ADA laws will be followed.

This existing policy is compliant with Florida and federal law; nonetheless, I appreciate that the question at hand is arising from a genuine desire to safeguard our employees that may be injured in the workplace. While I am not prepared to suggest specific revisions at this time, I am more than willing to work with our legal counsel to revise this policy in the manner supported by a majority of the Governing Board.



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 About 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 Preliminary Assessment – November 2023 Final Assessment – December 2023	N/A	2023
	18030 69 th Terrace	1	Request for Sewer Services		
	5331 Center Street	1	LRD procedures shared for connection to sewer services Notice of Intent – March 2022 Construction Complete Preliminary Assessment -October 2023 Final Assessment – November 2023	N/A	2023
	SE Island Way Property	1	Notice of Intent – August 2022 Permitting Complete Under Construction	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
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	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	SE Castle Rd	5	Notified Owners – Jan 2013-private road	2018	AEO
GG	SE Jupiter Rd	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) Under Construction	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
	109+111 Old Jupiter Beach Road	2	Notified Owners – September 2021 Follow Up Reminder – July 2022 Constr. Plans In Redesign Per Owner – Sept. 2023		
	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		

* Rank based upon "2010 Septic System Inventory & Assessment

TBD = To be determined AEO = As easements are obtained

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

CURTIS SHENKMAN, P.A.
4400 PGA BLVD, SUITE 300
PALM BEACH GARDENS, FLORIDA 33410
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Curtis@PalmBeachLawyer.Law

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

January 5, 2024

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 material 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

January 1, 2024

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 December 31, 2023.

Lift Station Control Panels & RTU Upgrades

- Submitted project schedule narrative to LRECD on December 1, 2023.
- Submitted the 90% Design Submittal on December 5, 2023.
- Submitted plans to Tequesta, Juno Beach, Palm Beach County, and Jupiter.

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

- Dennis J. Levy & Associates have performed field work for the additional survey that was approved by LRECD on November 8, 2023. Completed topographic survey is scheduled for January 1, 2024.

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

- Final pay application received from Contractor on May 18, 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 updated IQ-511 Operations Protocol per LRECD's request on October 24, 2023.
 - B&W Submitted DEP Forms to FDEP on November 14, 2023. FDEP has confirmed receipt and is reviewing.
 - The Contractor has requested that final payment be made in full.
- The Contractor has been informed that they may submit a partial final payment application with 5k – 10k deducted for fiber repair costs.
 - The Contractor still does not agree that they are responsible for these costs.

Irrigation Quality 511 (IQ-511) Pump Station Electrical and I&C Assessment

- Field meeting conducted at 9 AM on November 2, 2023 to discuss project scope.
- Proposal submitted to LRECD on November 17, 2023.
- No new progress for December 2023.

Anaerobic Selector Zone Pilot Test

- Proposal was approved by the LRECD Board on December 14, 2023.
- LRECD provided Purchase Order 24-0380 on December 19, 2023.
- LRECD provided Data Request No. 1 to B&W on December 19, 2023.
- LRECD provided Data Request No. 2 to B&W on December 20, 2023.

Clarifier No. 4 Condition Assessment

- LRECD provided comments to the proposed scope on December 19, 2023.
- B&W submitted revised proposed scope of work to LRECD on December 20, 2023.

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
January 5, 2024**

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.

- 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.
- Comment responses provided to LRD.
- Meeting conducted to review comments.
- Sample revised site plans submitted to LRD for review of label/color schemes.
- Report revisions underway.



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: January 10, 2024
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 January 10, 2024. **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 short circuit device coordination and arc flash study was finalized and sent to the District on January 10, 2024. The breakers and applying of the arc flash labels will be completed within the next two weeks.

Lift Station No. 082 Improvements

- The Contractor is currently working with the Town of Jupiter on an approved Maintenance of Traffic for the project. The Contractor has also submitted for their building department permit with the Town of Jupiter. Upon approval of the MOT and issuance of the building department permit construction will commence.

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

- To date, the Contractor has installed new RTU panels, conduit and probes at approximately 53% of the total lift stations. The Contractor is working on obtaining the remaining Palm Beach County building permits. HCE will be working to assist the Contractor to obtain surveys requested by Palm Beach County for permit issuance at the necessary locations. No additional progress has been made on the SCADA side since last month's report.

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.*

Injection Well Pump Manual Transfer Switch Addition

- The Contractor has completed all work and is currently having the Arc Flash Labels produced. Once the labels are installed a final inspection will be conducted with the Town of Jupiter. The Contractor has indicated that the signed and sealed drawing for wind load calculations and record drawings will be submitted when the arc flash labels are received.
- **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.*

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: January 9, 2024

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:** 98%

Task 5 – **Meetings:** 29%

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:** 40%

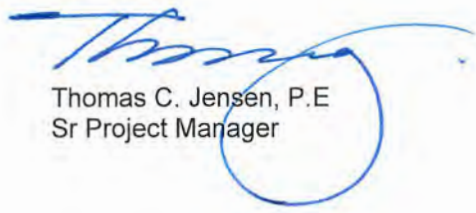


January 10, 2024

Re: **County Line Road Reclaimed Water Main Relocation/R23007
Project Update**

- Over the last few months, we have been working on resolving property rights along the northerly right of way of County Line Road, that included;
 - Coordination with Martin County Public Works and the County surveyor.
 - Acquiring information relative to the defunct Homeowners Association (LeParc) adjacent to County Line Road.
 - Had our surveyor perform additional R/W and property ownership in this area for LRD legal review.
 - Conducted a meeting with KHA/LRD and our surveyor to address our findings.
 - Conducted meetings with the impacted property owner, outlining the project and the required easement.
 - Held a meeting with LRD and property owner to review the required easement.
 - Prepared legal description and sketch for LRD's use with easement agreement.
 - Received word this week that property owner will be signing the agreement.
 - Have addressed all of LRD specification comments and have prepared a separate set in case project is completed with Tequesta's utility relocation.
 - Next step, will be to submit the executed easement to FDEP for approval of the ERP.

KIMLEY-HORN AND ASSOCIATES, INC.



Thomas C. Jensen, P.E.
Sr Project Manager



January 11, 2024

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 through January 10, 2024.

- FDEP Permit application #50-0433593-001-EI
 - 30-day extension requested for second RAI response to allow for additional time for Division of State Lands (DSL) to complete their review – New deadline January 27, 2024.
 - DSL indicated that the only revisions needed for the Sketch & Legal were to add either geographic coordinates or state plane coordinates for the (Point of Commencement) and POB (Point of Beginning) and to add a note "CENTER OF PROPOSED 18" OUTSIDE DIAMETER FORCEMAIN TO BE INSTALLED IN THE CENTER OF THE EASEMENT".
 - The Sketch & Legal was revised and submitted to DSL on January 10, 2024.
- USACE Permit
 - No additional information on 408 Permit review status. Awaiting determination.
 - USACE has requested FDEP ERP permit from to finishing their permit process.

Upcoming Activities:

- Provide a revised schedule for the remainder of work on design/permit/bid.
- Second RAI response is ready for resubmittal once the DSL final review is complete.
- Create public noticing letters and provide them to DEP once DSL final review is complete.
- Submit 100% Bid Document pending final permitting agency comments. SSL determination from FDEP DSL is not expected to change drawings.
- Advertise project for Bids.

Sincerely,
Mock, Roos & Associates, Inc.

John Cairnes, P.E.
Senior Project Manager

GGG:jsj

Copies: Garry G. Gruber, P.E.
Spencer Schroeder, P.E.
Tyler Thompson, P.E.

Mock, Roos & Associates, Inc.

5720 Corporate Way, West Palm Beach, Florida 33407-2066, 561-683-3113, www.MockRoos.com

Checklist for BWS Facilities @ LRD

#	Facility Name	Facility Description	Disposition	Comments	% Complete
1	Discovery Center	2-Building	1 Remain & Restore	BWS to remove office furniture, exhibits, and equipment in wetlab. AA ok	N/A
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	N/A
3	Welcome Center and deck in front/back	2-Building	Remove & Restore	BWS to remove office furniture but leave building and decking. AA ok	N/A
4	Panther House	2-Building	Remove & Restore	Structure removed.	100
5	Bear House	2-Building	Remove & Restore	Structure removed.	100
6	Snake House	2-Building	Remove & Restore	Structure removed. Lines to be capped.	95
7	Bathrooms @ Snake House	2-Building	Remove & Restore	Structure removed. Lines to be capped.	95
8	BWS Administration Offices	2-Building	Remove & Restore	Structure removed. Lines to be capped.	95
9	Maintenance Shop	2-Building	Remove & Restore	Emptied and will be picked up within a week	0
10	Freezers	2-Building	Remove & Restore	Structures removed.	100
11	Administrative Office Deck	3-Structure	Remove & Restore	Structure removed.	100
12	Cypress Amphitheater	3-Structure	BWS Request to Remain	BWS will remove benches, kennels, sound system, and screen. AA ok	95
13a	Pineland Nature Trail Sign	3-Structure	Remove & Restore	Removed	100
13b	Pineland Nature Trail Posts	3-Structure	BWS Request to Remain	AA ok	N/A
14	Shade Structure Overlooking Bears	3-Structure	BWS Request to Remain	AA ok	N/A
15	Shade Structure Overlooking Panthers	3-Structure	BWS Request to Remain	AA ok	N/A
16	Shade Structure Overlooking Ponds	3-Structure	BWS Request to Remain	AA ok	N/A
17	Shipping Containers	3-Structure	Remove & Restore	Removed	100
18	Alligator Enclosure	4-Animal Enclosure	Remove & Restore	Fencing gone. Lines to be removed	80
19	Bald Eagle Enclosure	4-Animal Enclosure	Remove & Restore	Fencing under removal currently	45
20	Bear Enclosure	4-Animal Enclosure	Remove & Restore	Complete	100
21	Birds of Prey Enclosure	4-Animal Enclosure	Remove & Restore	Breaking up concrete footers	90
22	Deer Enclosure	4-Animal Enclosure	Remove & Restore	Water lines to be removed.	90
23	Flight Cages	4-Animal Enclosure	Remove & Restore	Under demo	70
24	Kite Enclosure	4-Animal Enclosure	Remove & Restore	Water lines to be cut off	95
25	Otter Enclosure	4-Animal Enclosure	Remove & Restore	Poll and lines remain. Flooding delayed.	50
26	Panther Enclosure	4-Animal Enclosure	Remove & Restore	Complete	100
27	Raccoon Enclosure	4-Animal Enclosure	Remove & Restore	Water lines to be removed.	95
28	Turtle Enclosure	4-Animal Enclosure	Remove & Restore	Under demo	60
29	Waterbirds Enclosure	4-Animal Enclosure	Remove & Restore	Under demo	30
30a	Cypress Boardwalk	5-Boardwalk	BWS Request to Remain	AA ok	N/A
30b	Gator walkway	5-Boardwalk	Remove & Restore		0
30c	Cypress Boardwalk fencing (posts and zoo mesh)	5-Boardwalk	Remove & Restore	added to list on 9/25/2023; Chainlink and zoo mesh gone. Repair	90
31	Hospital Boardwalk	5-Boardwalk	BWS Request to Remain	AA ok	N/A
32	Pineland Nature Trail	6-Improved Trail	BWS Request to Remain	AA ok	N/A
33	Walking Trail & railroad ties	6-Improved Trail	BWS Request to Remain	AA ok	N/A
34	Butterfly Garden on Pineland Nature Trail	7-Other	Remove & Restore	remove hose, sprinkler, bench, etc	0
35	BWS Dumpsters	7-Other	Remove & Restore	All but construction dumpster cancelled. Pick up soon.	0
36	Pineland Nature Trail Fire Pit	7-Other	BWS Request to Remain	AA ok	N/A
37	Random Parts, Supplies, and etc	7-Other	Remove & Restore	In process.	50
38	Splitrail Fencing within BWS Areas	7-Other	Remove & Restore	Under demo	85
39	Vehicles (including food truck)	7-Other	Remove & Restore	Removed	100
40	Picnic Area Pavillion	3-Structure	BWS Request to Remain	AA ok	N/A
41	Tiki Hut Area	3-Structure	Remove & Restore	Removed	100
42	Shade Structure overlooking Waterbirds	3-Structure	Remove & Restore	Under demo	35
43	Small maintenance shed (by maint. Shop)	3-Structure	Remove & Restore	Cleared out and will be removed within a week	0
44	Large maintenance shed & concrete pad (by emp)	3-Structure	Remove & Restore	Shed gone. Pad remains	60
45	Skunks/Opossum enclosure	4-Animal Enclosure	Remove & Restore	Water lines to be removed.	95
46	Bobcat habitat/nighthouses	4-Animal Enclosure	Remove & Restore	Complete.	100
47	Fox habitat/nighthouses	4-Animal Enclosure	Remove & Restore	Concrete, water lines, debris remaining	35
48	Songbird Rehab enclosure	4-Animal Enclosure	Remove & Restore	Removed	100
49	Songbird habitats (parrots)	4-Animal Enclosure	Remove & Restore	Complete. Water lines to be cut	100
50	Small turtle enclosures (across from parrots)	4-Animal Enclosure	Remove & Restore	Complete. Water lines to be cut	80
51	Small raptors (including bluejays & kites)	4-Animal Enclosure	Remove & Restore	Water lines to be cut off	90
52	Old croc & gator habitat	4-Animal Enclosure	Remove & Restore	Removed	100
52b	Boards and pvc at old croc & gator habitat	4-Animal Enclosure	Remove & Restore		0
53	Mammal Rehab	4-Animal Enclosure	Remove & Restore	Under demo	70
54	Education bird mews/by flight enclosures	4-Animal Enclosure	Remove & Restore	Under demo	70
55	Waterbird Rehab	4-Animal Enclosure	Remove & Restore	Under demo	20
56	Carport by Maintenance Shed	7-Other	Remove & Restore	Will be removed within a week	0
57	Statues in front of Welcome Center & across from	7-Other	Remove & Restore	Removed	100
58	Picnic tables	7-Other	Remove & Restore	Removed	100
59	Benches	7-Other	Remove & Restore	Removed	100
60	Donation boxes	7-Other	Remove & Restore	In process.	80
61	Informational Kiosks & all signage	7-Other	Remove & Restore	Under demo	85
62	Public garbage cans and recycling cans	7-Other	Remove & Restore	Removed	100
63	Wash tables	7-Other	Remove & Restore	Removed	100
64	Trail lighting	7-Other	BWS Request to Remain	AA ok	N/A
65	Turtle pond platform and old walkway posts	7-Other	Remove & Restore		0
67	Owl Alcove	7-Other	Remove & Restore	Partially removed. Water and & electricity hook-ups need to be removed.	85
68	Shelter behind songbird rehab	7-Other	Remove & Restore	Removed	100
69	Old pavers near Panthers	7-Other	Remove & Restore	In process.	60
70	Electric serving removed facilities	8-Utilities	Remove & Restore	Some shut off	0
71	Potable water serving removed facilities	8-Utilities	Remove & Restore	Shut off	0
72	IQ water serving removed facilities	8-Utilities	Remove & Restore	Shut off	0
73	Pile of asphalt millings near Panthers	7-Other	LRD responsibility	LRD responsibility	N/A



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: January 12, 2024
Subject: Monthly Financial Report

Cash and Investments Balance

Balance as of December 31, 2023
Certificates of Deposit:

Institution	Rate	Book Value	Monthly Change in Investment	Market Value
Brokerage Accounts:				
Vanguard GNMA ADM	4.19%	\$ 334,840	13,174	\$ 327,963
Vanguard Short-Term Treasury	1.44%	3,268,936	45,674	3,225,402
Charles Schwab Bank Sweep				1,744
Subtotal		\$ 3,603,776	\$ 58,848	\$ 3,555,109
U.S. Treasuries:				
U.S. Treasuries - Due 01/04/24	5.47%	8,115,130	38,718	8,250,602
U.S. Treasuries - Due 03/28/24	5.53%	2,997,325	14,438	3,041,739
U.S. Treasuries - Due 06/30/24	5.47%	1,001,097	2,882	1,014,109
Subtotal		\$ 12,113,552	\$ 56,038	\$ 12,306,450
Investment Accounts:				
Florida Prime - SBA	5.60%		\$ 43,404	\$ 9,169,882
Florida FIT - Preferred Cash Pool	5.26%		29,767	6,689,964
Bank United - Public Funds Reserve	4.88%		8,733	2,111,488
Subtotal			\$ 81,904	\$ 17,971,334
Checking Account:				
Truist-Hybrid Business Account	1.95%		\$ 12,680	\$ 8,374,770
Subtotal			\$ 12,680	\$ 8,374,770
Total			\$ 209,470	\$ 42,207,663

Investment Policy Compliance

Performance Measurements

Average weighted rate of return on investments is: 4.43%. As of 12/31/23, 3-month U.S. Treasuries were 5.20% and the 1-month Federal Fund Rate was 5.33%. The District's average weighted rate of return on investment of 4.43% is lower than our benchmark because our investment in Vanguard Short-Term Treasury is underperforming due to interest rate increases in 2023. 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. Short-term interest rates are currently over 5%. With current market conditions, 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

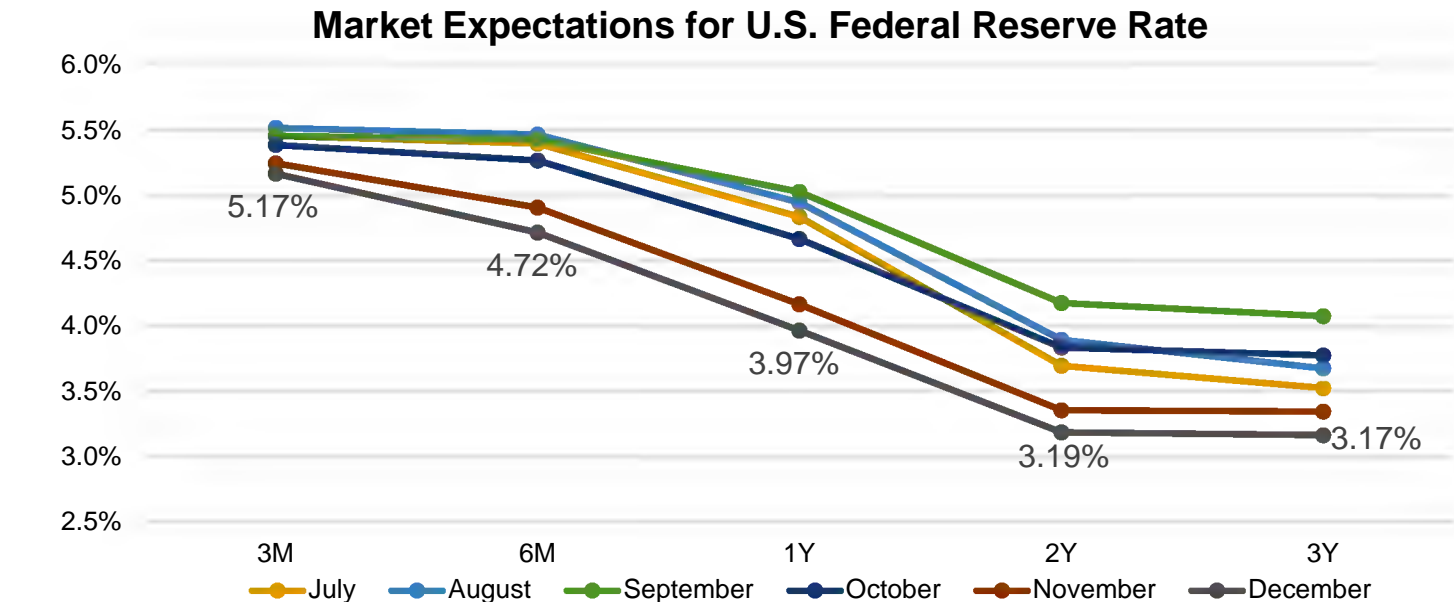
Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
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Clinton R. Yerkes
BOARD MEMBER

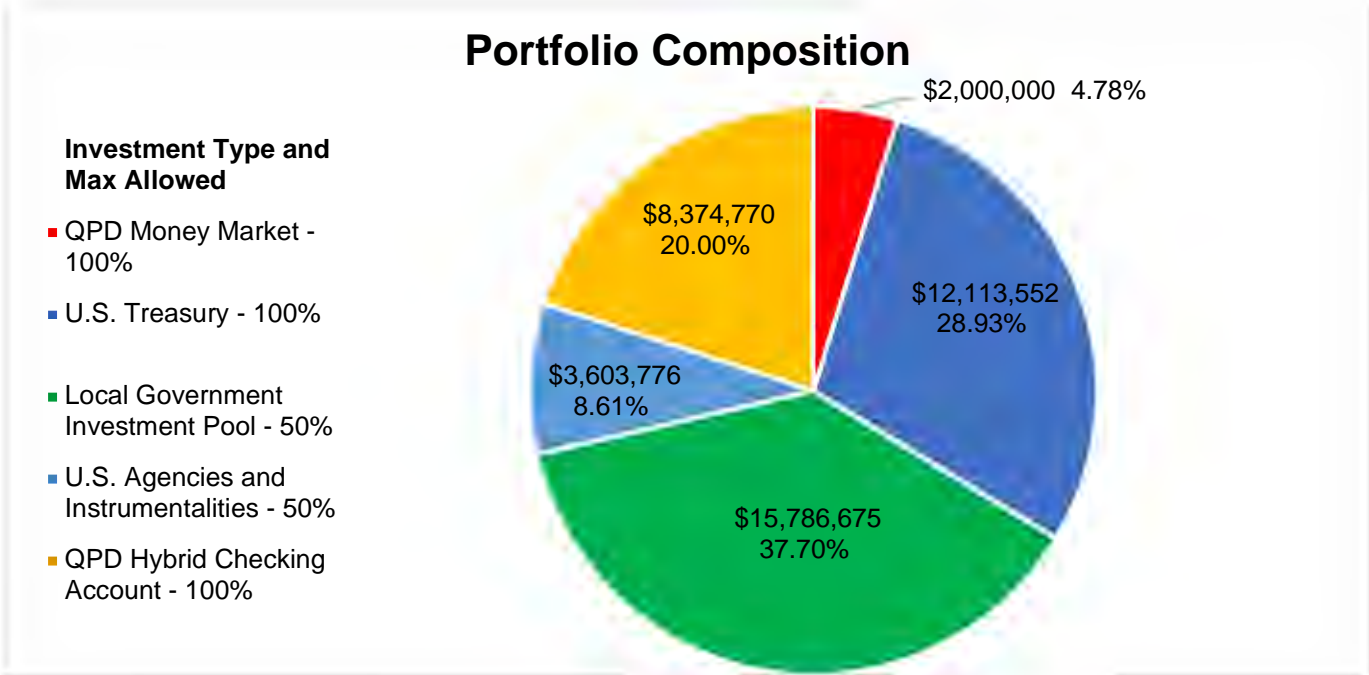
Therefore, District staff are intentionally evaluating and revising our investments. The Board can rest assured that all existing and any future investments will fully comply with our Investment Policy.

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 January 9th, 3-Month treasury rate of 5.24% vs. the 2-Year rate of 4.36%). 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.



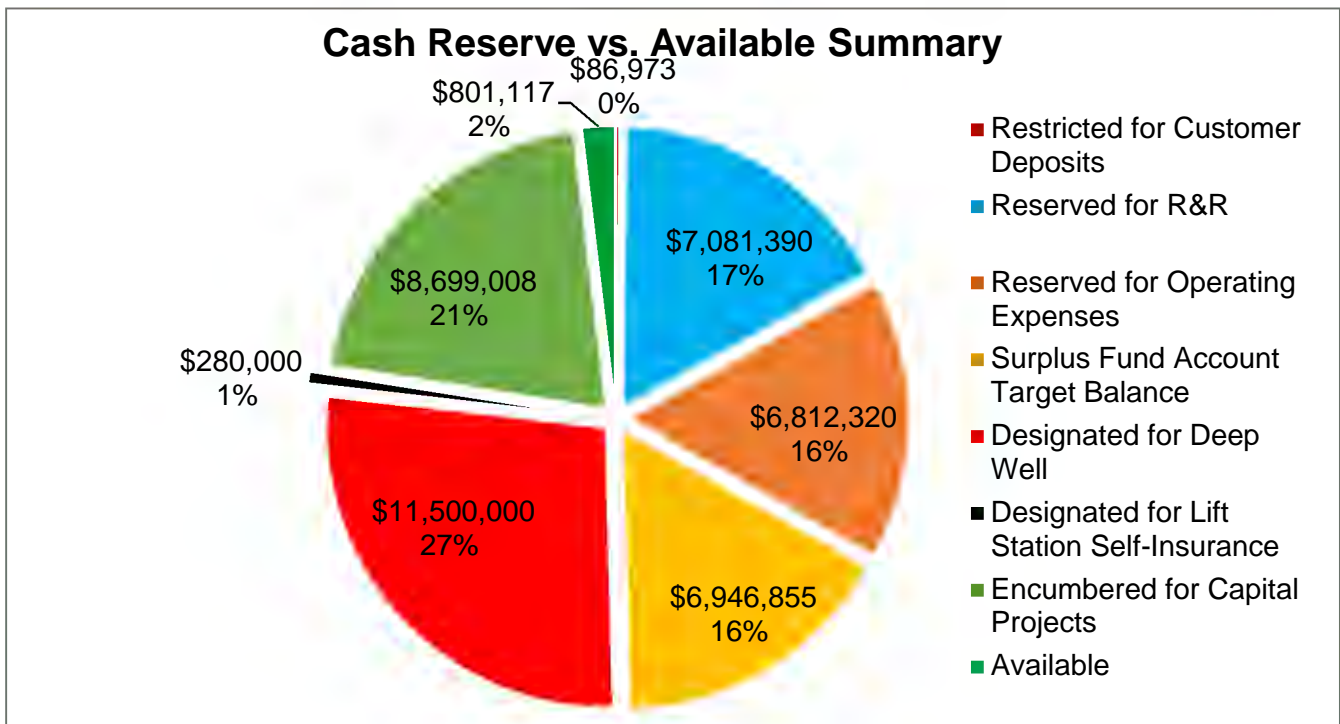
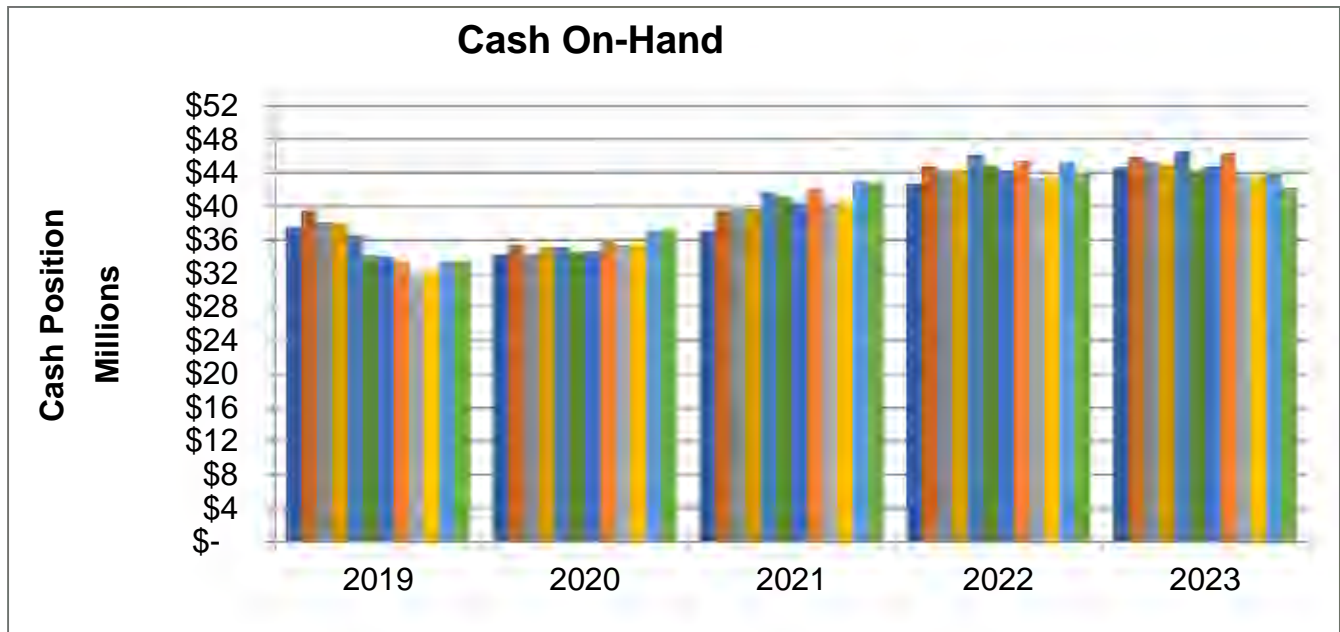
Portfolio Composition

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 December 2022 was \$44,024,404. Current Cash position is down by \$1,816,741.



Financial Information

- There were no Legal fees billed in December. The fiscal year-to-date total is \$18,275.
- Estoppel fees collected in December totaled \$3,500. The fiscal year-to-date total is \$12,830.
- There was no septage billing in December.
- Developer's Agreement – There were no new Developer Agreements in December.
- I.Q. Water Agreements – San Palermo is past due for December; Sonoma Isles is past due for May, June, July, August, September, October, November, and December.

Summary of Budget vs. Actual

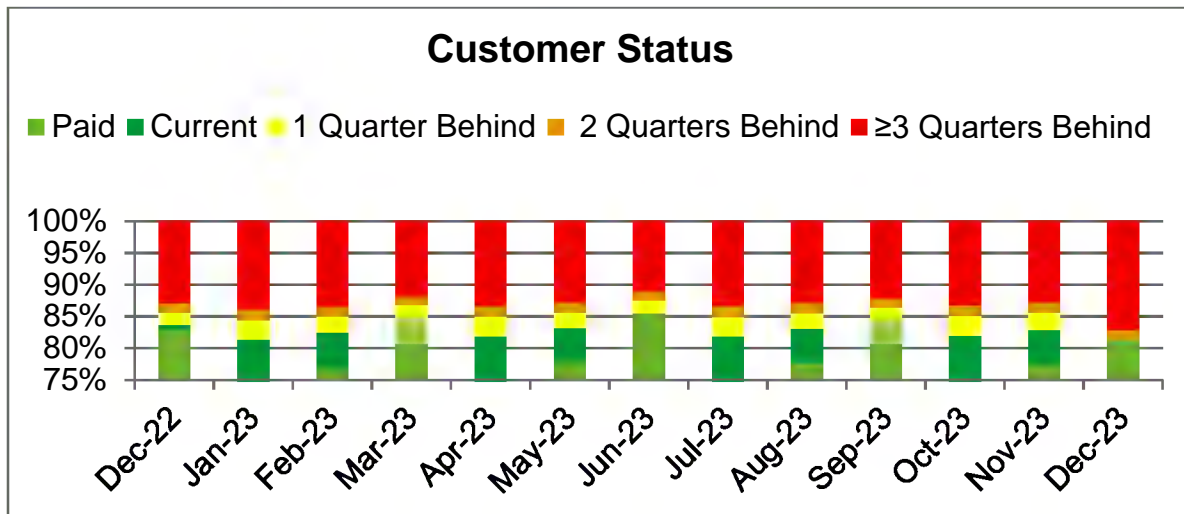
Budget Benchmark
25.00%

	Dec-23 Actual	YTD Actual	FY 24 Budget	Favorable (Unfavorable)	Budget Expended	Dec-22 YTD
Revenues						
Operating Revenues						
Regional Sewer Service	\$ 1,556,381	\$ 4,669,527	\$18,528,000	\$ (13,858,473)	25.20%	\$4,384,592
Standby Sewer Service	9,902	29,706	79,000	(49,294)	37.60%	26,758
IQ Water Charges	199,351	602,551	2,417,000	(1,814,449)	24.93%	583,080
Admin. and Engineering Fees	1,778	3,042	80,000	(76,958)	3.80%	4,205
Other Revenue	29,221	117,105	511,285	(394,180)	22.90%	99,195
Subtotal Operating Revenues	1,796,633	5,421,931	21,615,285	(16,193,354)	25.08%	5,097,830
Capital Revenues						
Assessments	\$ 503,612	\$ 743,808	1,082,000	(338,192)	68.74%	964,249
Line Charges	12,294	22,151	450,000	(427,849)	4.92%	25,153
Plant Charges	32,899	79,057	700,000	(620,943)	11.29%	65,740
Capital Contributions			250,000	(250,000)	0.00%	
Subtotal Capital Revenues	548,805	845,016	2,482,000	(1,636,984)	34.05%	1,055,142
Other Revenues						
Grants			100,000	(100,000)		
Interest Income	517,930	999,485	1,847,400	(847,915)	54.10%	748,117
Subtotal Other Revenues	517,930	999,485	1,947,400	(947,915)	51.32%	748,117
Total Revenues	\$ 2,863,368	\$ 7,266,432	\$ 26,044,685	\$ (18,778,253)	27.90%	\$ 6,901,089
Expenses						
Salaries and Wages	\$ 891,285	\$ 1,717,129	\$7,863,800	\$ 6,146,671	21.84%	\$1,670,038
Payroll Taxes	60,892	118,948	559,200	440,252	21.27%	116,423
Retirement Contributions	131,850	255,935	1,204,100	948,165	21.26%	238,012
Employee Health Insurance	139,420	418,070	1,995,200	1,577,130	20.95%	371,052
Workers Compensation Insurance		64,135	75,800	11,665	84.61%	29,895
General Insurance	448	456,518	499,730	43,212	91.35%	227,885
Supplies and Expenses	86,989	347,180	1,243,362	896,182	27.92%	304,784
Utilities	143,917	373,224	1,860,071	1,486,847	20.07%	350,529
Chemicals	58,160	124,870	519,000	394,130	24.06%	119,142
Repairs and Maintenance	127,727	614,023	2,088,909	1,474,886	29.39%	395,687
Outside Services	284,594	599,249	2,302,800	1,703,551	26.02%	512,956
Contingency			225,000	225,000	0.00%	
Subtotal Operating Expenses	1,925,282	5,089,281	20,436,972	15,347,691	24.90%	4,336,403
Capital						
Capital Improvements	\$ 865,522	\$ 1,805,455	12,697,473	10,892,018	14.22%	1,452,676
Subtotal Capital	865,522	1,805,455	12,697,473	10,892,018	14.22%	1,452,676
Total Expenses	\$ 2,790,804	\$ 6,894,736	\$ 33,134,445	\$ 26,239,709	20.81%	\$ 5,789,079
Excess Revenues						
Over (Under) Expenses	\$ 72,564	\$ 371,696	\$ (7,089,760)	\$ 7,461,456		\$ 1,112,010

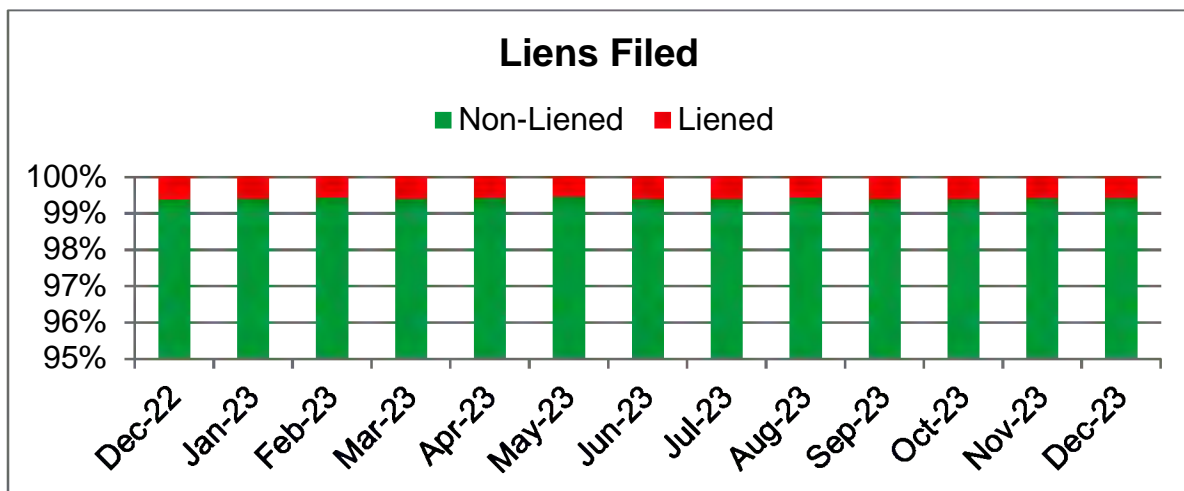
Total Capital expenses incurred and encumbered totalled \$10,504,462 or 82.72% of the capital budget. This includes funds encumbered in a prior fiscal year for projects that stretch across multiple fiscal years.

Accounts Receivable

The District's fourth quarter billing was \$4,670,298, of this amount \$3,767,748 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 80.0% billing.



The District serves approximately 33,372 customers. Currently, the District has 200 liens filed which represent approximately 1.0% of our customers.



Pending/Threatened Litigation

- 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

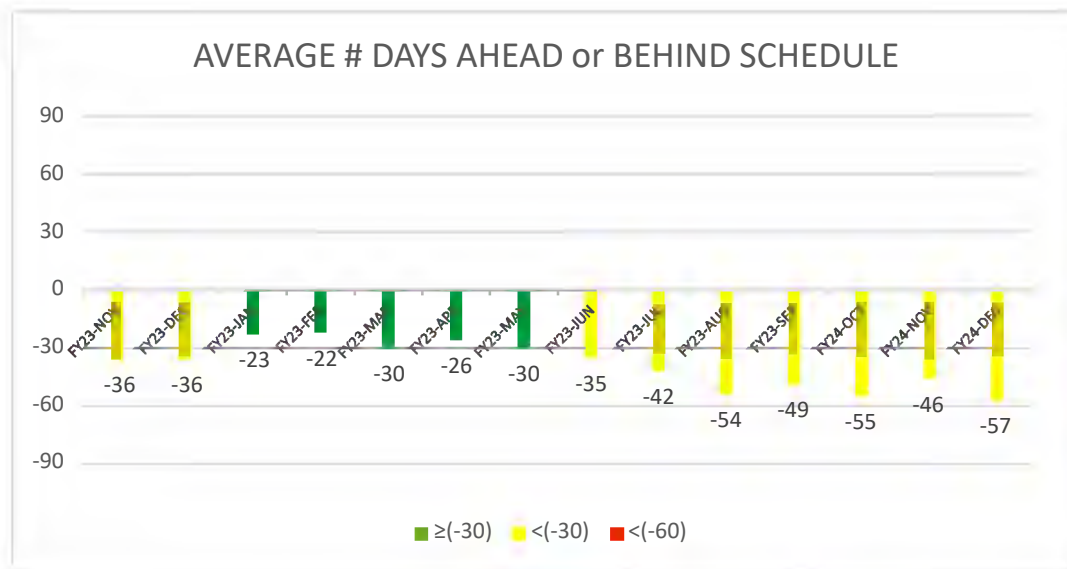
loxahatcheeriver.org

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: January 11, 2024
SUBJECT: Capital Program and Engineering Services Report

Capital Projects

Capital Schedule (FLOAT = -57Days)



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.

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 and anticipate completion through January 2024.

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
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Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

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

N23004 – Lift Station 050 Emergency Generator – The new site layout encroaches on the adjoining property. Staff are looking at alternative layouts.

R22005 – Unit 20 Crane Truck Replacement – Staff are working with the Vendor for a delivery schedule.

R22012 – Control Panel Replacements and RTU Installations at 36 Stations - Finalizing the PDR took longer than expected as well as staff review time over the holidays. The schedule should remain where it is through award.

R23019 – Lift Station 131 Rehabilitation – The project is in service. Staff are working with Safety to understand a potential issue and resolution prior to closing out.

R23021 – Lift Station 242 Rehabilitation – The project is in service. Staff are coordinating with the contractor to close out the project.

R23009 - Arc Flash Study – Staff are working through QA/QC prior to finalizing the study and applying labels.

R24027 – Unit 14 Crane Truck Replacement – this project was slow to start but is presented with a staff recommendation under Tab 5C.

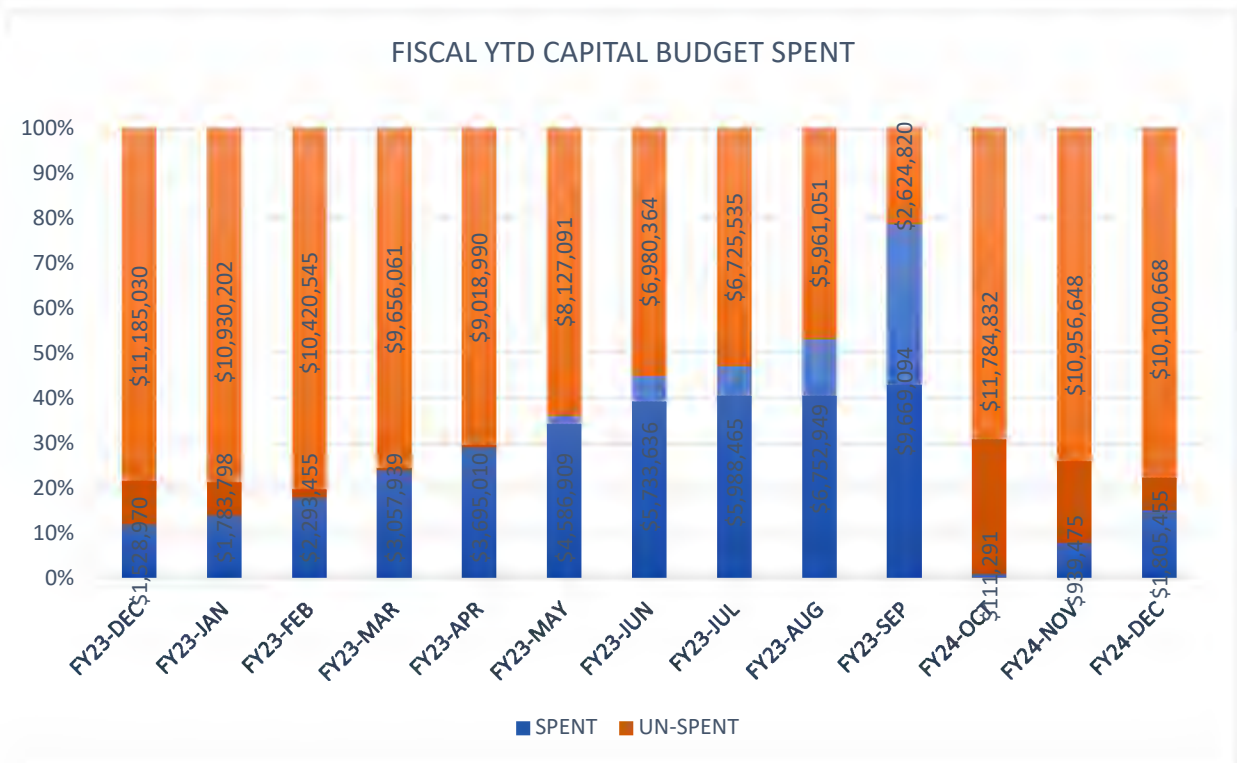
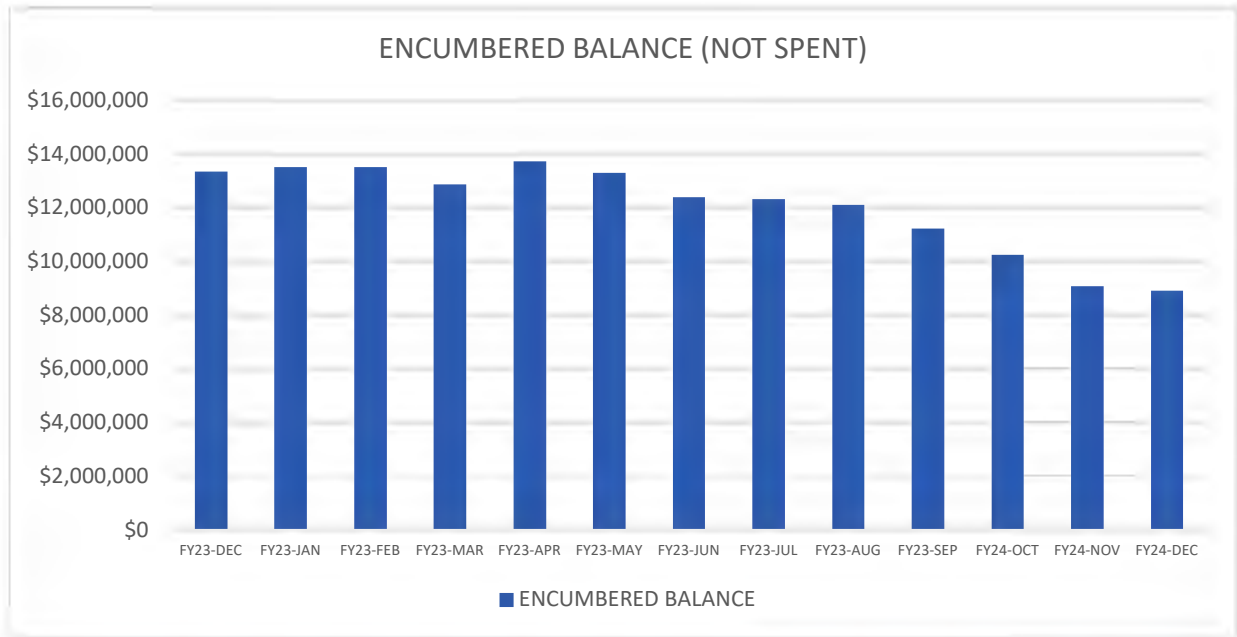
N23003 – Greenhouse Gas Initiatives – Solar – See Holtz’ report.

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

Construction Delays:	35%
Supply Chain Issues:	10%
Design/Permit/Bid:	15%
Late Start:	8%
Planning Contracts:	31%

Construction delays have the largest impact to the negative float (35% from 18 projects total). Staff are working with consultants and contractors to close out punchlist items and implement recovery schedules.

Capital Budget



Project Updates

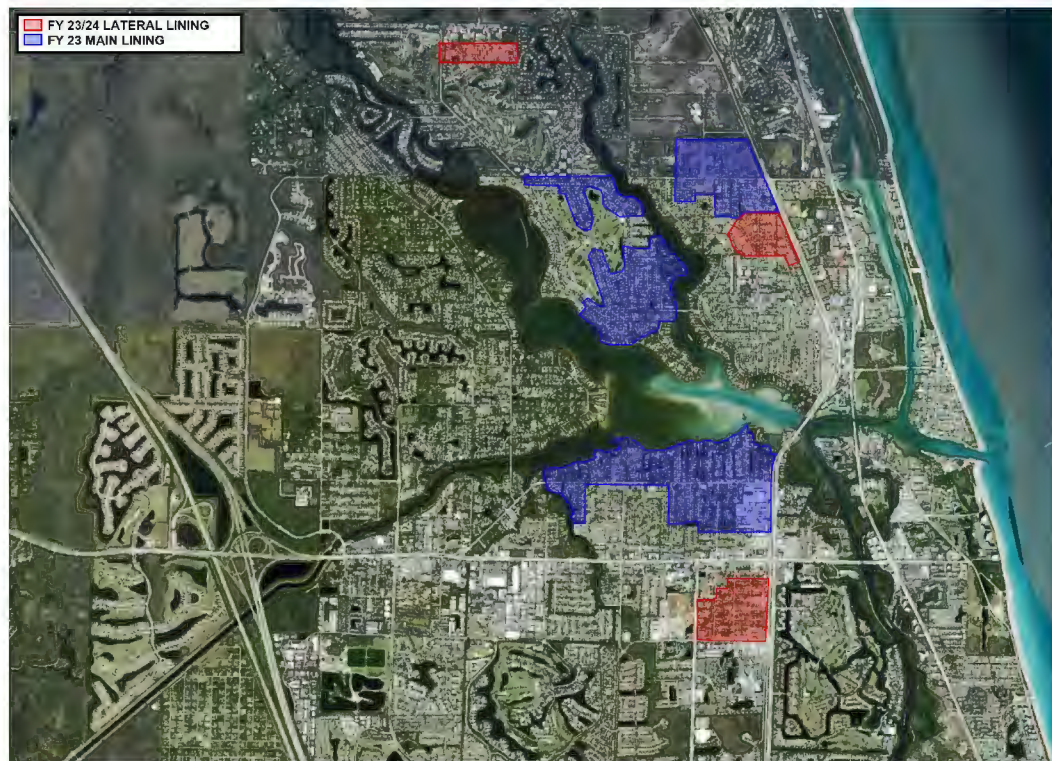
Science Center and Jupiter Inlet Lighthouse Outstanding Natural Area (aka: BLM House Renovations): We are evaluating alternate renovation approaches in-house based on revised layouts that have been coordinated with the River Center.

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: The Board approved the DEP Grant Agreement for the LRPI funding to construct parking facilities, a chickee hut, and nature trails on the 20 acres site and associated change order to the consultant for the additional design work at the December 2023 Board Meeting.

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 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. Main lining work in LS070 and LS071 is substantially complete and 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 is anticipating substantial completion of this project by the end of January 2024.

In November 2023, the Board awarded a lateral lining contract, which is planned to cover a portion of the LS050 system laterals. Pre-construction meeting was held on December 7, 2023. Material submittals and permitting are in progress.

Contractor General Services Work:

Lift Station Rehabilitations General Construction Services:

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

LS131 and LS242 are substantially complete with punchlist/closeout remaining.

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 three (3) manhole rehabilitations (LS057-MH014, LS050-MH063, LS006-MH005) was held on September 8, 2023. Construction is scheduled to begin in January 2024.

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– project is complete
- Lift Station 091 – replace meter can– project is complete

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

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

Pre-construction meeting for additional work items under these general services contracts was held on October 5, 2023 for the following projects:

- 18345 SE Birdie Lane – repair stamped concrete driveway in Martin County R/W due to service lateral repair – Construction in-progress
- LS236 – replace disconnect – Construction in-progress
- LS068 – replace electrical service from existing transformer to LS068– Construction in-progress

Neighborhood Sewering/Remnant Properties:

109-111 Old Jupiter Beach Road: Re-design per the homeowner's request / easement provided for 109-111 Old Jupiter Beach Road is in progress. 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.

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 under construction.

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. Project is in construction closeout.

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

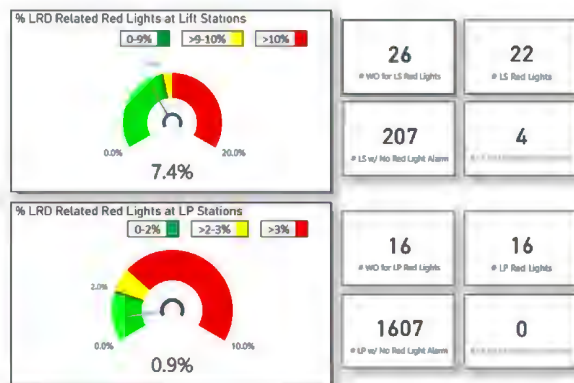
Statutory Way of Necessity:

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 under construction.

COLLECTIONS AND REUSE

Lift Station Red Lights: This month the system experienced 55 total red lights. 36 lift station red lights (with 5 stations experiencing multiple red light events) and 19 low pressure red lights (with 0 stations experiencing multiple red light events).

Red Light Emergency Call Work Orders Dashboard
December 2024

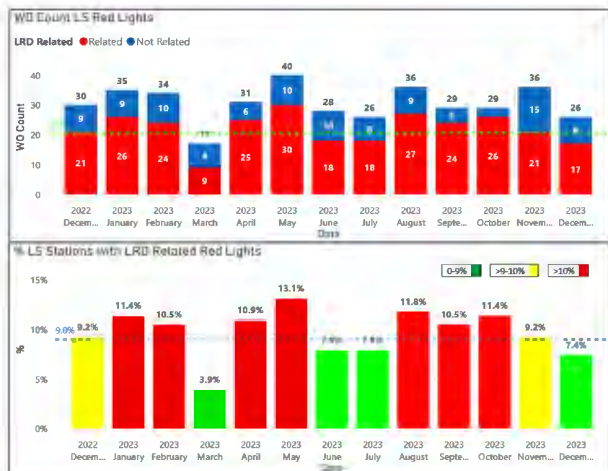


Red Light Emergency Call Work Orders Dashboard
October 2023 through December 2023



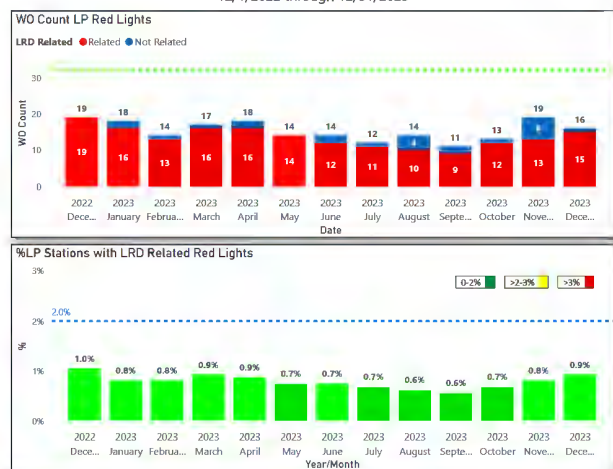
Work Order counts due to red lights exclude red lights due to FP&L power failure since staff have no mechanism to impact FP&L performance during inclement weather or other power outages. Staff continue to include FP&L power outages in the 3-month rolling average for repeat stations and work order counts to facilitate FPL coordination on problem areas and potential use of portable standby power to ensure continuity of service.

Red Light Emergency Call Work Order Lift Station: Trend
12/1/2022 through 12/31/2023



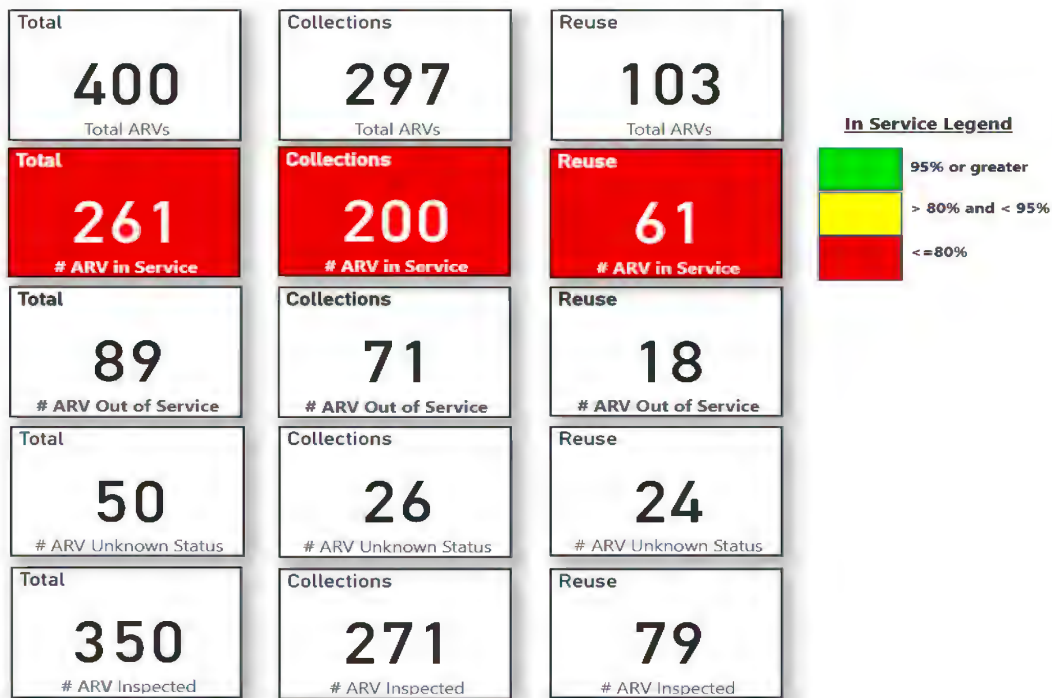
Emergency Call Work Order Low Pressure: Trend

12/1/2022 through 12/31/2023



Air Release Valves (ARV):

ARV Status Dashboard



Wet Well Cleaning:

Wet Well Cleaning Schedule: KPI

December 2023 through December 2023



UNAUTHORIZED DISCHARGES (fka SANITARY SEWER OVERFLOWS)

There were 5 unauthorized discharges in the collection-transmission-distribution system this month.

On December 01, 2023, the District had an unauthorized discharge of 20 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 (LS001-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 30 gallons of potable water of which 30 gallons were recovered. No known storm drains or bodies of water were affected.

On December 09, 2023, the District had an unauthorized discharge of 20 gallons of sewage at a private residence low pressure system (LP0716-VB1) located on Loxahatchee River Road in Jupiter, FL. The unauthorized discharge was caused by a damaged PVC coupling. The unauthorized discharge was stopped by disabling and isolating the station until repairs were made. The unauthorized discharge was absorbed into the soil. The affected area was disinfected with lime. No known storm drains or bodies of water were affected.

On December 24, 2023, the District had an unauthorized discharge of 200 gallons of reclaimed water from a reclaimed water force main (IQ515-IQM04) on SE County Line Road in Jupiter, FL. The unauthorized discharge was caused by a damaged 12-inch IQ force main. The unauthorized discharge was stopped by disabling and isolating the system, until repairs were made. The unauthorized discharge was absorbed into the soil in the immediate area. No additional clean-up was performed. No known storm drains or bodies of water were affected.

On December 29, 2023, the District had an unauthorized discharge of 5 gallons of sewage from a cleanout (LS058-CO156) located on Franklin Road in Tequesta, FL. The unauthorized discharge was caused by a blocked gravity service (LS058-GS109). 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 15 gallons of potable water of which 15 gallons were recovered. No known storm drains or bodies of water were affected.

On December 29, 2023, the District had an unauthorized discharge of 20 gallons of reclaimed water from a reclaimed water force main (IQ515-IQM04) on SE County Line Road, in Jupiter, FL. The unauthorized discharge was caused when liquid breached a containment area while performing the previously referenced repair. The unauthorized discharge was stopped when flow slowed, and liquid could be maintained in containment area. The unauthorized discharge was absorbed into the soil in the immediate area. No additional clean-up was performed. No known storm drains or bodies of water were affected.



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

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

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

DATE: January 11, 2024

SUBJECT: December 2023 Operations Department Monthly Report

Treatment Plant Division / Maintenance Department

Overall, the month of December 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 District's wastewater treatment plant were noticeably higher when evaluating the various flow scenarios (i.e., average daily, maximum daily and peak hour flow). Rainfall during the month was significantly higher than the historical monthly average of 2.75-inches, which resulted in significantly higher maximum daily and peak hour influent flows, when compared to the November flows. As a result, the total volume of irrigation quality (IQ) water delivered to customers was lower than typical for this time of year. The plant did not experience any unauthorized discharges for the month of December.



Dr. Matt H. Rostock
CHAIRMAN

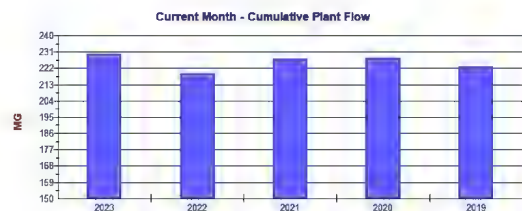
Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

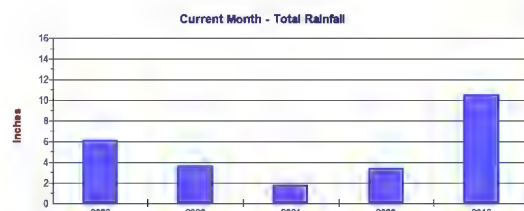
Stephen B. Rockoff
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Clinton R. Yerkes
BOARD MEMBER

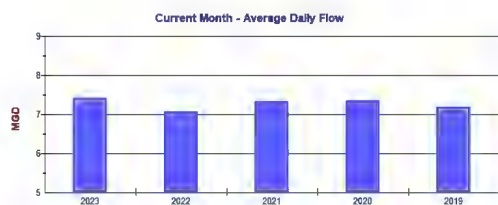
Graphical summaries of the plant flows and rainfall during the month of December, including comparisons with plant flows during the previous month (i.e., November 2023), are presented below.



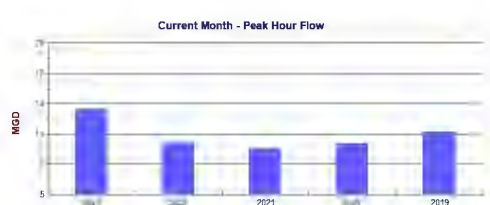
The Cumulative Influent Flow to the plant for the month of December was 229.87 million gallons. This is moderately higher than the November flow of 211.69 million gallons.



6.14 inches of total rainfall was recorded at the plant site during the month of December. This is significantly greater than the November rainfall recorded of 4.18 inches.



The Average Daily Flow (ADF) for the month of December was recorded at 7.42 MGD compared to 6.90 MGD during the month of November and 7.06 MGD during December 2022.

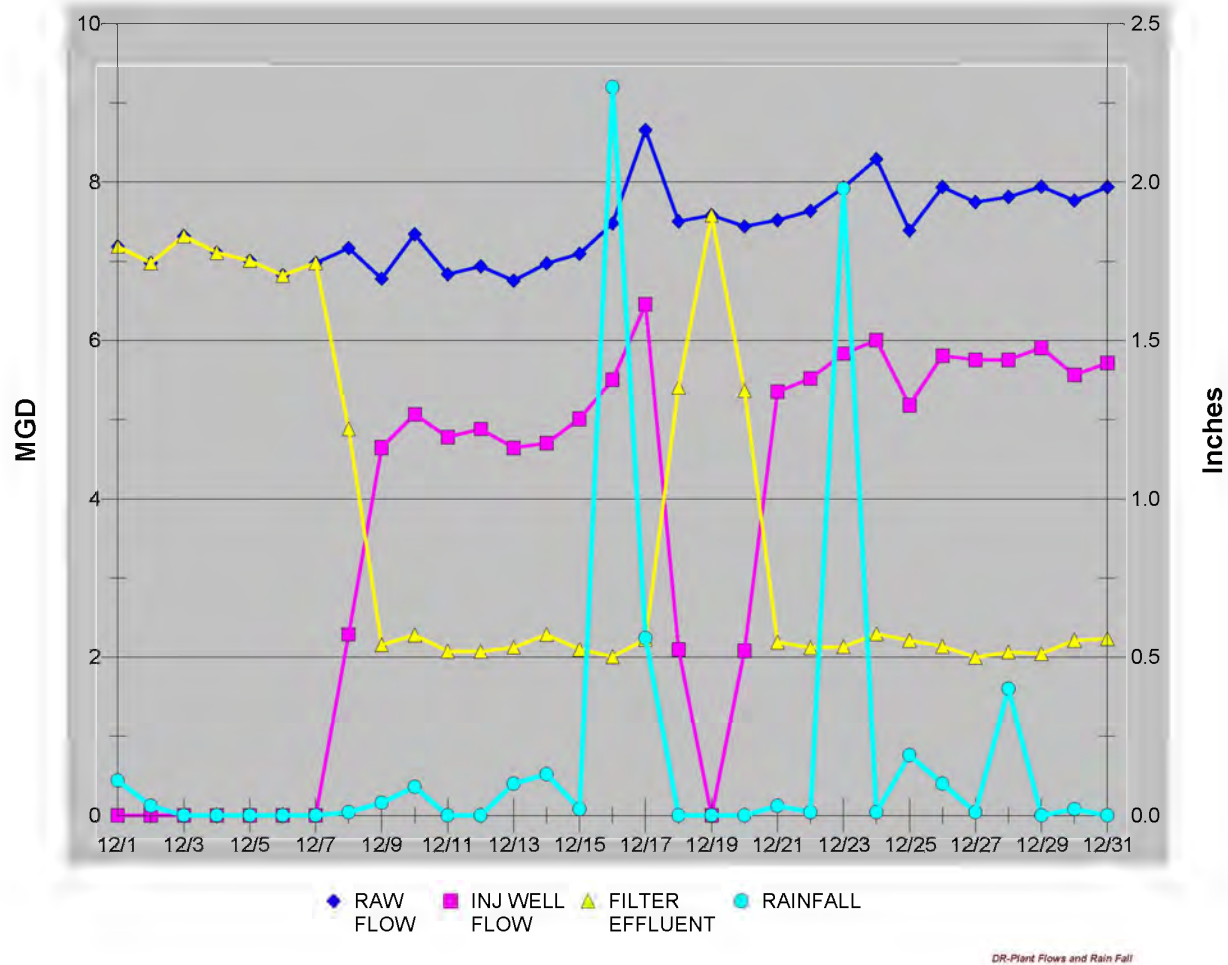


The Peak Hour Flow (PHF) for December was 9,347 GPM which equates to an equivalent daily rate of 13.46 MGD. This is significantly greater than the PHF for November of 6,972 GPM (10.04 MGD).



The Maximum Daily Flow (MDF) in December was 8.66 MGD. This is significantly higher than the MDF for November of 7.55 MGD.

For the month of December, 50.27% or 115.56 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 114.55 MG of blended effluent was diverted to the deep injection well for disposal. The plant delivered a total of approximately 101.12 million gallons of IQ water to the reuse customers during the month of December.



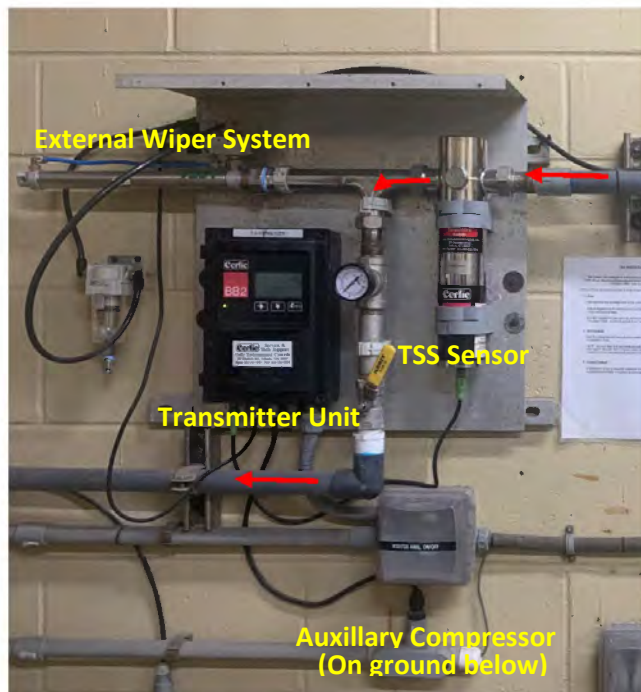
During Year 2023, approximately 76.52% of all influent flow to the plant was treated and available for reuse as IQ water. The total volume of IQ water distributed to reuse customers during Year 2023 was recorded at 2,227.21 million gallons.

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 worked with the Maintenance Team to replace the existing total suspended solids (TSS) analyzer unit dedicated to the irrigation quality (i.e., reclaimed) water treatment system. A side stream of filtered effluent from the deep bed filter units is continuously conveyed to the TSS analyzer, prior to the application of chlorine, to provide a real time measurement of the TSS concentration of the filtered effluent. Regulatory requirements stipulate that the TSS concentration shall be less than 5.0 milligrams per liter (mg/L) to meet reclaimed water standards. The existing TSS analyzer was reaching the end of its useful life and warranted replacement. The existing analyzer was a first-generation product for online TSS analysis of a continuous sample stream. Prior to the advent of online TSS analyzers, effluent TSS was evaluated using a correlation factor which was established by comparing the results of laboratory TSS samples and readings from an online turbidity analyzer. The existing TSS analyzer was relatively complex in its operation because it required a pneumatically operated, external wiper system to periodically clean the sensor lens. This wiper system required an auxiliary air compressor. As a result, the operation and maintenance of the unit was relatively labor intensive and occasionally malfunctioned. The new analyzer utilizes a flow thru cell and infrared LED sensing element which eliminates the need for an external wiper system and auxiliary compressor. The new unit, which costs approximately half of the previous unit, was placed into service and has performed as intended.



Existing TSS Analyzer Unit



New TSS Analyzer Unit

This past month, the Operations Team also worked with a qualified system integrator to refurbish the programmable logic control (PLC) panel located at the headworks structure. The panel refurbishment work is Phase I of an ongoing capital improvement project which is intended to improve the resiliency and reliability of the control system and devices housed within the panels. The PLC panel is currently functional, but the panel has been modified over the years to incorporate specific process improvements and/or equipment change-outs. During the course of these projects, the modifications completed within the panel were not properly documented, and the make/model of common components was not standardized. As part of the current project, the integrator reviewed the existing as-built drawings and PLC program and compared them to the current physical conditions within the panel and programming to identify any inconsistencies. The integrator also removed all un-used equipment and wiring and re-routed existing wires to remain. The integrator is currently in the process of updating the as-built panel drawings and PLC program to accurately reflect the current conditions within the panel and PLC program. Upon completion of the as-built revisions, the integrator will return to the site to apply appropriate labelling. The refurbishment of the panel and proper documentation of the existing conditions will significantly improve Staff's ability to troubleshoot any control issues within the panel safely and efficiently.



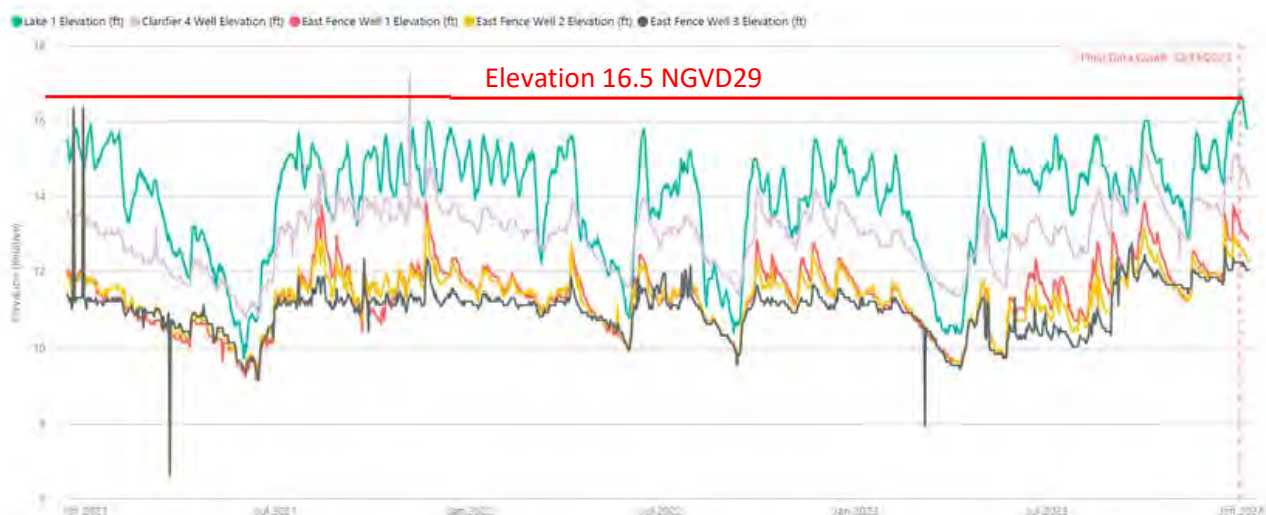
Headworks PLC Panel Pre-Work



Refurbished Headworks PLC Panel

Lastly, over the past couple of months, Staff has been coordinating the inspection and engineering services required to perform a condition assessment of the Clarifier No. 4 pre-stressed concrete tank and mechanical components. As part of the project, Clarifier No. 4 will need to be removed from service and fully drained to facilitate access to the interior of the tank by the engineers. Based on signage installed on the tank during construction (2008), which indicates “Do Not Drain Clarifier if Groundwater Elevation is Above Elevation 12.0-ft NGVD29”, Staff requested pricing from a qualified Contractor to perform groundwater dewatering in the vicinity Clarifier No. 4 for the duration of the inspection work. Upon receipt of the pricing, which exceeded \$70,000.00, Staff determined that a re-evaluation of the buoyancy calculations was warranted to confirm the stipulated limitation on the signage. Staff from Operations and Engineering performed independent buoyancy calculations, and both confirmed that the stipulated elevation resulted in a safety factor greater than two, which is unnecessarily conservative for the application. Staff subsequently reached out to the tank designer/contractor, Crom LLC, and requested Crom to review and confirm the rationale for the stipulated limitation. Crom agreed to review the historical design documentation and reperformed the buoyancy calculations. Crom ultimately confirmed/agreed that a revision to the stipulated groundwater elevation limitation was warranted. Staff then contracted with Crom to provide updated buoyancy calculations, which were signed and sealed by a properly registered Florida structural Professional Engineer, and which specified a revised maximum groundwater elevation at which the tank should not be drained. Crom recommended a revised elevation of approximately 16.5-ft NGVD29 which was based on maintaining a more appropriate 1.2 (i.e., 20%) safety factor. Staff then reviewed the historical groundwater elevation data in the vicinity of Clarifier No. 4 and determined that the revised elevation is greater than all historical groundwater elevation measurements at a monitoring well located immediately adjacent to the southwest side of the tank. As a result of this exercise, Staff will now be able to drain Clarifier No. 4 as needed to perform necessary inspections, cleanings, maintenance, and repairs without having to perform costly and time-consuming groundwater dewatering.

Lake 1 Elevation with All 4 Monitoring Well Groundwater Elevations



Historical WWTP Site Groundwater Elevation Data

Maintenance Department:

The Maintenance Department continued to efficiently perform planned maintenance (PM) tasks during the month of December. 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.

Last month, Maintenance Team members worked with Operations to install a permanent level monitoring station at the water control structure located between IQ Lake No. 1 and 4. The project entailed the installation of the necessary liquid level monitoring instrumentation required to provide continuous online, via plant SCADA, monitoring of the IQ storage lake levels. The project incorporated the use of an ultrasonic level sensor and associated transmitter. Power and control conduit and cabling was extended below grade from a location near the former bird dock to the IQ water control structure. Upon installation of the hardware, Staff coordinated with its designated I&C integrator to perform the required loop checks and integration of the instrumentation into the plant SCADA system.



IQ Lake 1 to Lake 4 Water Control Structure



IQ Lake Level Monitoring Station

Lastly, Maintenance Team members worked with the District's Fleet Vehicle manager to make critical repairs to the truck mounted crane on Fleet Unit No. 29. After many years of use and exposure to the elements, the stanchion used to support the crane boom when not in service became heavily corroded and required replacement. Maintenance Team member John Smith developed a plan to fabricate a new support which could be installed at an alternate location on the truck utility body. Relocation of the support to an alternate location was required since the toolbox which the original support was secured to was severely corroded/compromised and also required repair. Using the tools and equipment within the maintenance facility, Staff were able to fabricate, paint and install the replacement support in short order. The result was a repair which was indiscernible from the factory installed support.



Truck Crane Boom Stanchion Support Replacement



LOXAHATCHEE RIVER DISTRICT

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TEL: (561) 747-5700

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Albrey Arrington, Ph.D., Executive Director
FROM: Bud Howard, Director of Information Services
DATE: January 11, 2024
SUBJECT: Information Services Monthly Governing Board Update for December 2023

WildPine Ecological Laboratory Riverkeeper Project

In December, the lab staff and our partners collected 121 water quality samples from 25 monitoring stations throughout the watershed. A total of 70 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 December 2023 was “Good” with 83% of all samples meeting the EPA/DEP water quality criteria. This was an increase from last month’s “Fair” score of 73% and last year’s December score of 75% (see score card below). The score this month was driven largely by good total nitrogen scores, fair chlorophyll scores, and influenced by the absence of 24 phosphorus results due to a contamination issue (explained below).

For the core parameters, *Total Nitrogen* scored “Good” during December with 100% of sites meeting the water quality criteria. This was better than last month’s score of 88% and last year’s December score of 93%.

Total Phosphorus results were unreportable at the river stations in December due to an unusual phosphorus contamination in the samples. To determine the root cause, lab staff attempted to recreate the contamination that was observed by testing each variable in the process. The testing helped rule out reagent and glassware contamination. Testing suggests that contamination of the sample bottles was the culprit. Staff have reviewed and revised the bottle washing/preparation procedures, improved the documentation, and retrained staff.

Chlorophyll results scored “Fair” for December, with 72% of sites meeting the water quality criteria, up from last month’s 48%, and similar to last year’s score of 76%.

For the combined *Fecal Indicator Bacteria* (fecal coliforms in all waters, enterococci in marine and brackish waters and *E. coli* in fresh waters), December results scored “Good” with an 81% of sites meeting the water quality criteria, up from last month’s score of 76%, and last year’s December score of 64%.

Dr. Matt H. Rostock
CHAIRMAN

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BOARD MEMBER

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BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

12/1/2022 12/31/2023

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

December
2023

83%
Overall

120
Total Samples

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

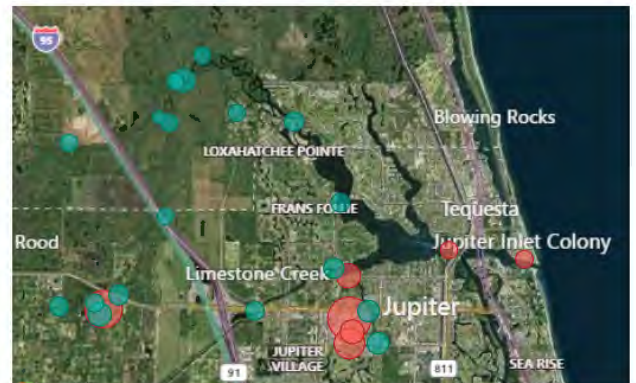
Year	Month	# Samples	Overall Score	# TN Samples	Total Nitrogen Percent Good	# TP Samples	Total Phosphorus Percent Good	# CLA Samples	Chlorophyll Percent Good	# BAC Samples	Bacteria Percent Good
2023	December	120	83%	25	100%	33	76%	25	72%	70	81%
2023	November	179	73%	33	88%	33	48%	33	48%	80	76%
2023	October	157	67%	33	88%	33	48%	33	39%	58	81%
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	80%	28	93%	28	90%	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	84%
Total		2028	79%	374	94%	349	79%	374	57%	931	82%

Spatial Distribution of Water Quality Results

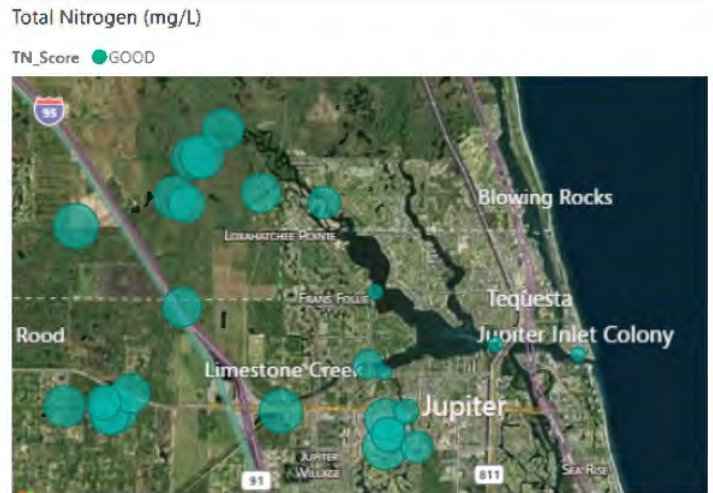
In December, *Chlorophyll* results met the water quality criteria at 18 of 25 sites. Four out of six Jones Creek stations scored "poor" with the Delaware (DEL) site having the highest concentration of all sites tested this month at 45 µg/L. This was a significant improvement from the near record high of 264 µg/L measured in November. It is noteworthy that all sites in Jones Creek showed improved results. Recall the Town of Jupiter's vegetation trimming project in Jones Creek is progressing well with roughly 50% of the trimming complete. As anticipated, the mobilization of sediments and debris associated with the trimming work, combined with the increases in sunlight, are likely to cause temporary fluctuations in water quality.

Chlorophyll a (µg/L)

CHL_Score ● GOOD ● POOR

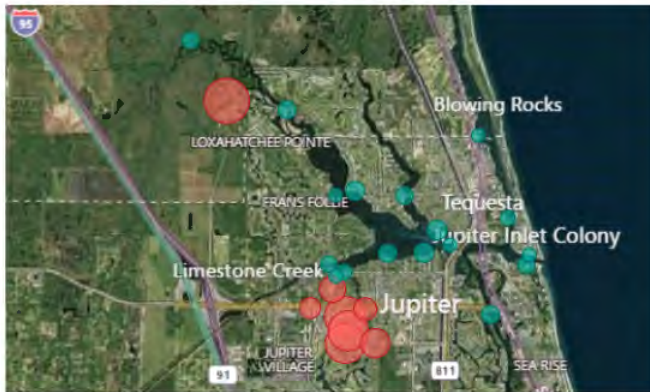


Total Nitrogen scored “good” at 25 out of 25 sites tested in December. All sites in Jones Creek improved this month.



Enterococci Bacteria - Criteria: 130 MPN/100mL

ENT_Score ● GOOD ● POOR

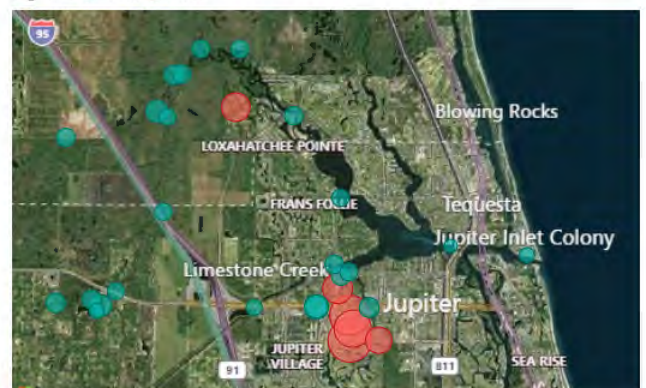


Creek, the Rivers Edge tidal creek (Station 107), which also had “Poor” enterococci bacteria results, tested higher this month. December’s result was 2,382 MPN/100 mL up from last month’s 657 MPN/100 mL.

For Fecal Coliform bacteria results in December, six stations scored “poor” when compared to the less stringent Class II water quality standard of 800 MPN/100 mL (map right). Jones Creek Upper (JCU) had the highest fecal concentrations at 5,172 MPN/100 mL, which is 4 times lower than last month. The other Jones Creek stations had similar drops in fecal coliforms and results were between 259 and 4006 MPN/100 mL. Conditions at the Rivers Edge site (a tributary into the northwest fork; Station 107) was relatively stable staying in the thousands.

Fecal Coliform Bacteria - Criteria: 800 MPN/100mL

FC_Score ● GOOD ● POOR



Staff continue their work fully evaluating our historical bacteria water quality results and as part of our efforts to develop criteria for the Executive Dashboard that is consistent with current DEP and EPA water quality standards.

Town of Jupiter’s Jones Creek Vegetation Trimming Project

In late October the Town of Jupiter’s Vegetation project got underway with the contractor trimming the creek segment east of Delaware St. According to recent communication with Town staff, the work is progressing very effectively and is on schedule to finish in March 2024. The contractor is trimming and removing fallen branches, large mats of plant matter, and the visual improvement in water flow is noteworthy. As we anticipated, vegetation trimming work is likely temporarily affecting water quality as they work and disturb the sediments in the creek, increase sunlight exposure, and alter water flow. The contractor is currently working in the area just downstream of our TPJ Footbridge water quality site. The photo below left is what the creek looked like before trimming. The photo below right shows the same area while work is in progress. We look forward to monitoring the changes in the water quality as conditions in the area stabilize.



Volunteer Water Quality

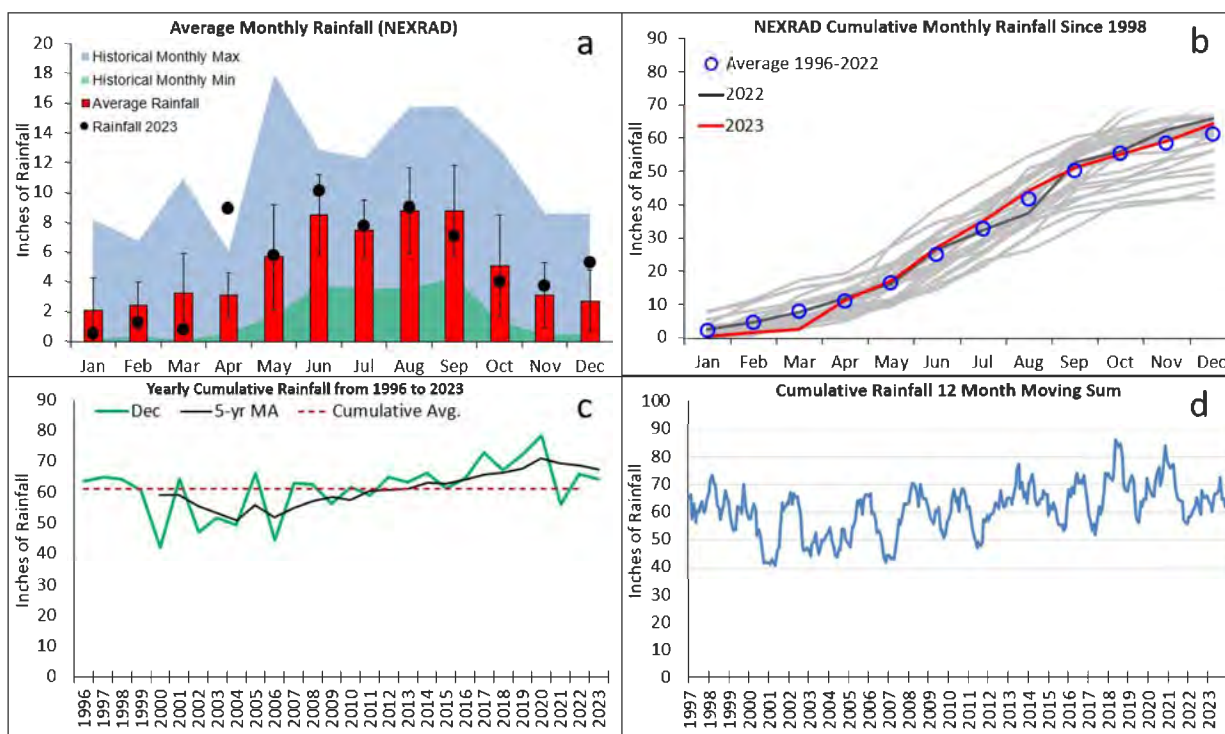
December’s Volunteer Water Quality monitoring grade was once again represented by a single site at Jupiter Inlet. The good news is that the volunteers from The Blowing Rocks Preserve, and Anne Hite (St. 60.1) will return in 2024. The Volunteer Water Quality Grade for December at the inlet improved to an “A”. The weekly results showed good water quality parameters across the board. The Dissolved Oxygen Percent Saturation scored in the fair range in the second week of December.

Site	Averaged results for the Month							Monthly Cumulative Grades							Monthly
	Temp (°C)	Secchi	Salinity	pH	DO	DO%	Color	Vis	Salt	pH	DO	DO%	Color	Grade	
LR10V	25.5	4.15	34.4	8.2	6.4	94.3	1.0	A	A	A	A	B	A	A	

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

Hydrologic Monitoring

Rainfall across the watershed during December totaled 5.3", nearly double the historical December average of 2.7" (panel 'a' in figure below). Rain was detected within the watershed during 17 of the 31 days of December with the highest single day total of 2.4" occurring on December 16 during a mid-month storm. Annual cumulative rainfall through December was 64.4", which is about 5% above the 61.3" average for the period (panel 'b' in figure below). Yearly cumulative trends indicate that annual rainfall through December continue to return to near-average levels following a roughly 10-year trend of increased rainfall for the period that peaked at 78.3" in 2020 (panel "c" below). The 12-month moving sum through December was 64.4", slightly below the 65.9" sum from one year ago (panel "d" below). The generalized long-term trend indicator in panel "d" below shows that total rainfall within the watershed has generally shifted upward since around 2017 from historical ranges.

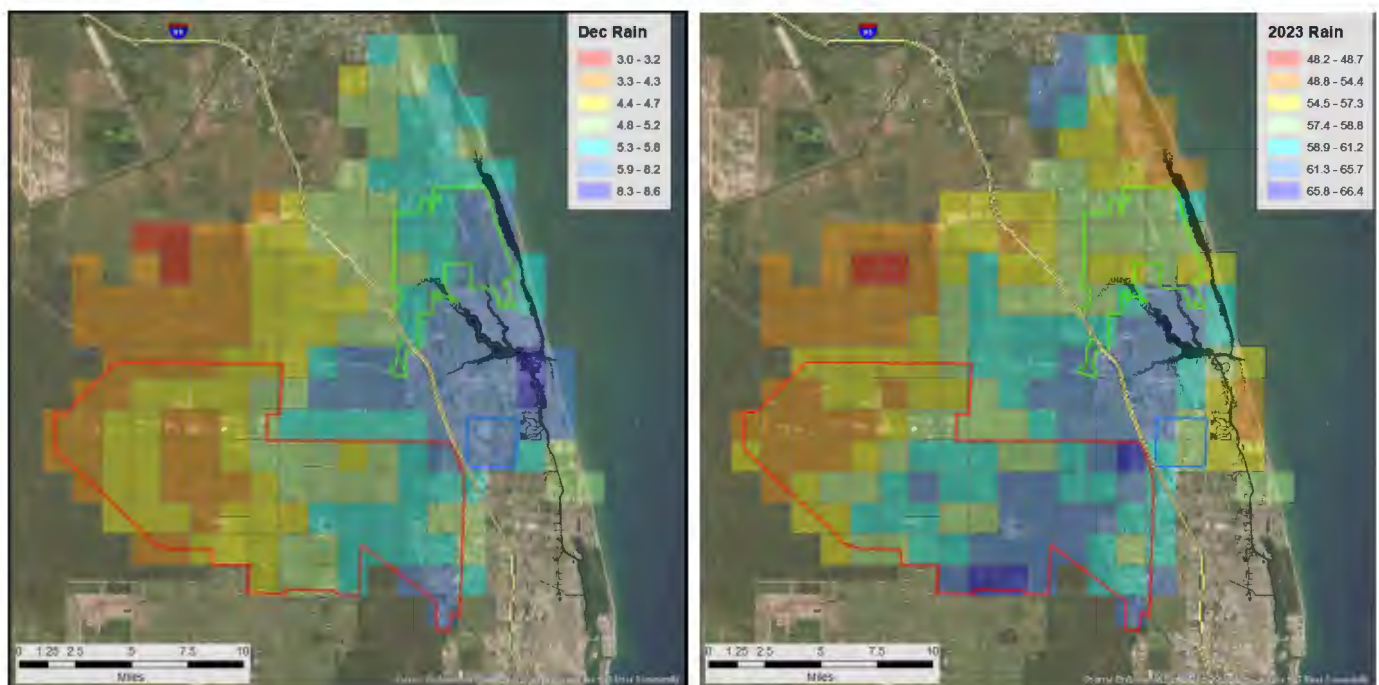


Figures above display various measures of rainfall. Panel (a) shows average monthly rainfall from 1996 to 2022 (red bars; error bars indicate ± 1 sd). Black dots indicate monthly rainfall for the current year. The blue and green shaded areas show the maximum and minimum rainfall ever recorded for each 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 1996-2022. Panel (c) shows cumulative annual rainfall using NEXRAD radar-based data. Green line indicates cumulative rainfall through indicated month for each year since 1996, 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.

The spatial distribution of rainfall across the watershed during December ranged from 3.0" in the driest regions to nearly 8.6" in the wettest regions (left panel in figure below). In general, the driest regions encompassed much of the western portions of the watershed which include parts of the Hungryland Wildlife Conservation Area (PAL-MAR) and much of the western range of the C-18 drainage basin (yellow/orange/red cells). The wettest regions of the watershed tended to lie directly over the Loxahatchee River estuary and nearby urban Jupiter and Abacoa as well as some portions of Jonathan Dickinson State Park (blue/purple cells).

The spatial rainfall distribution for the year ranged from 48.2" in the driest regions including Hungryland Wildlife Conservation Area (PAL-MAR, Nine Gems) toward the west to 66.4" in the wettest regions which include much of the estuary and south westward encompassing Jupiter Farms, Loxahatchee Slough, and Pine Glades Natural Areas.

Note that the maps below appear different than those in past reports. This is due to using South Florida Water Management District drainage basin outline of the watershed instead of the previously reported DEP water boundary. We believe the adjusted rainfall map better captures the rainfall that directly affects the Loxahatchee River watershed by adding some rain cells to the north and omitting those toward the south that have minimal or no influence on the watershed.

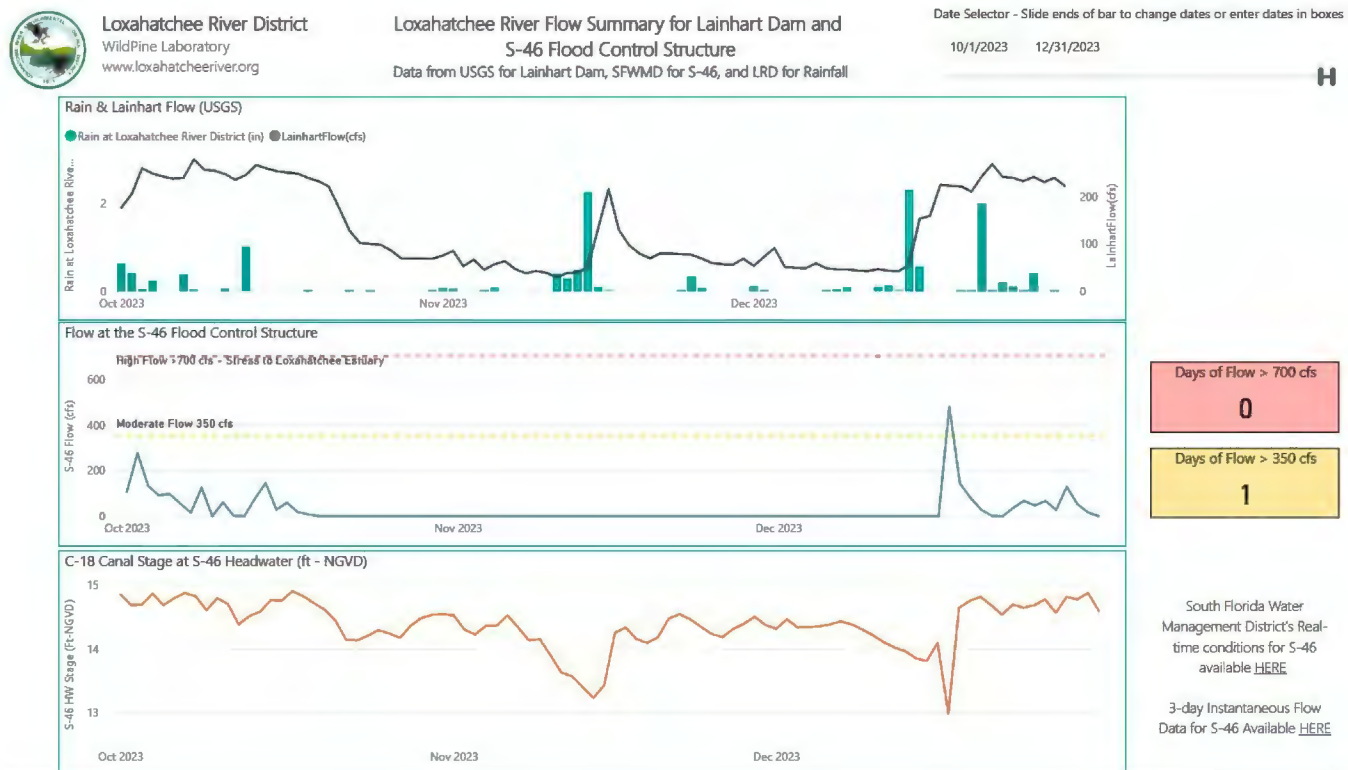


Maps showing rainfall distribution across the watershed using NEXRAD data. Left panel is rainfall for the month of December while the right panel shows rainfall for the year. Each pixel represents an area of 2 km x 2 km. Blue colored pixels show highest rainfall and red pixels show lowest rainfall. For reference, the red line is the C-18 basin which includes portions of J.W. Corbett WMA, Loxahatchee Slough, and Pine Glades Natural Area; green line shows Jonathan Dickinson State Park boundary, light blue line shows the Abacoa development.

River Flows

River flow in the Northwest Fork measured at Lainhart Dam is a tale of two halves. During the first half of December, river flow measured at Lainhart Dam averaged 52 cfs with a minimum flow of 43 cfs. During the storms that impacted the region starting December 16, flow rapidly increased and averaged 223 cfs for the remainder of the month, with a peak flow of 268 cfs (top chart in panel below). Interestingly, December's rainfall and flow nearly mirrors that of last December (2022) when a mid-month storm caused river flows to suddenly surge from an average flow of 128 cfs to 315 cfs before decreasing flow by month's end.

The mid-month storms brought sufficient rain to briefly open the S-46 flood control structure to release excess water into the Southwest Fork. Flow over the brief three-day period beginning December 14 averaged 242 cfs with peak flow of 399 cfs resulting a single day of flow greater than the 350 cfs "Moderate Flow" threshold into the Southwest Fork. 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. Water levels in the C-18 (lower chart below) briefly decreased in response to the increased flows into the Northwest Fork.



Loxahatchee River Flow Summary for Lainhart Dam and S-46 Flood Control Structure for the previous 3 months. 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 December 19 showed near average spawning activity in both forks of the river. In the Northwest Fork, average spat density declined from last month's 1,141 spat/m² to 554 spat/m² with nearly all, or 95%, of the activity occurring at the downstream site (circles/red line in figure below). This month's settlement density is nearly equal to the period average of 565 spat/m² and is about 64% higher than the 338 spat/m² during the same period last year (2022).

Oyster spat settlement in the Southwest Fork also experienced a decrease in settlement activity from last month's 449 spat/m² to a period average of 277 spat/m², while about 58% of the activity occurred at the upstream site. Like settlement in the Northwest Fork, the Southwest Fork was very near the period average of 297 spat/m², but was about 27% below the 377 spat/m² during same period last year (2022).

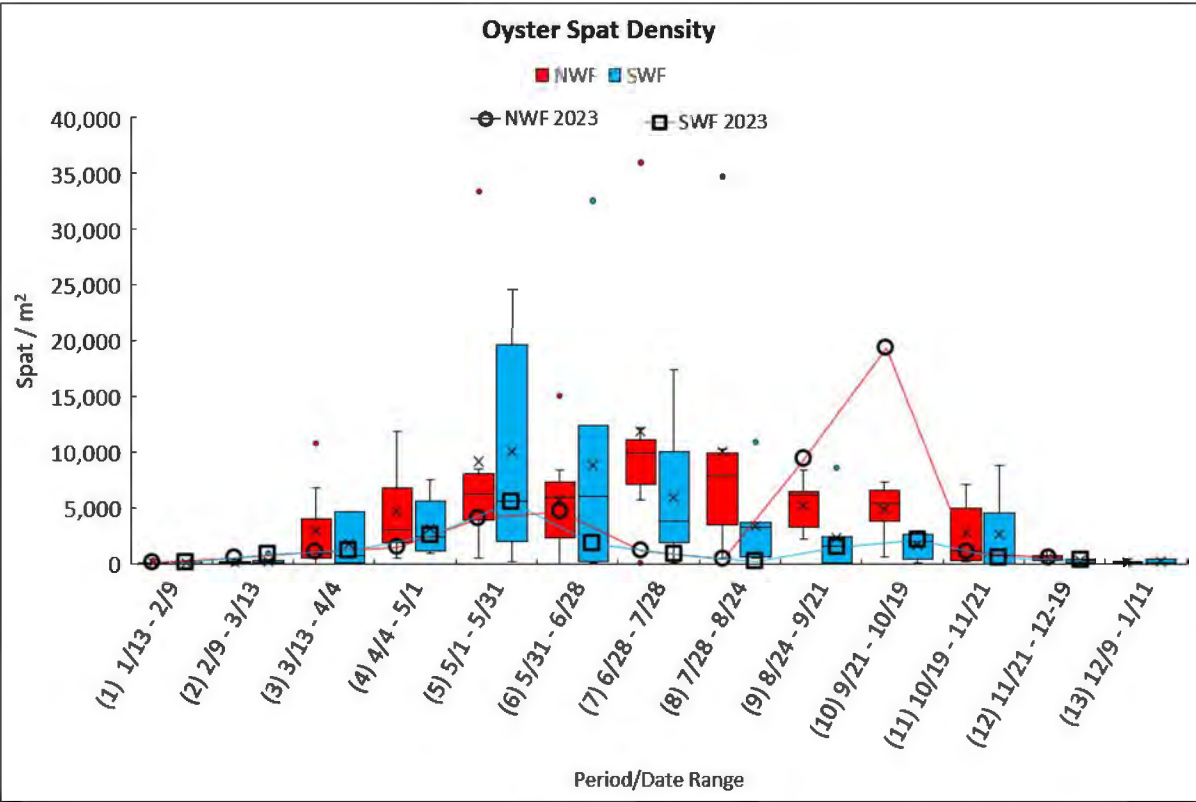


Figure: Box and whisker plot showing interquartile range of oyster spat density (spat / m²) for each period in the Northwest Fork (red) and Southwest Fork (blue) of the Loxahatchee River between 2016-2022. The "X" indicates period mean. Also shown are the 2023 period means for both the Northwest Fork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

Wastewater Surveillance

The District's Wastewater Surveillance program, that now features test results for 12 pathogens through the WastewaterSCAN program, showed a post-holiday surge in Covid, Influenza B, and Norovirus. This followed a December surge of Influenza A, RSV, and Rotavirus. The Biobot program now provides, Covid, Influenza A/B, and RSV testing once per week.

Our wastewater surveillance results were featured in the headline article of the Palm Beach Post on Sunday, January 7th.

The Palm Beach Post

SUNDAY, JANUARY 7, 2024 | PALMBEACHPOST.COM PART OF THE USA TODAY NETWORK

COVID spikes following holiday

Sewage: Rise nearly 60%, but rate lower than in '22

Chris Persaud
Palm Beach Post
USA TODAY NETWORK

An exponential increase of COVID-19 infections in Palm Beach County followed Christmas Day, the latest sewage

data show, but the spread remains smaller than a year prior.

Coronavirus particle counts spiked by nearly 60% after Christmas in the Jupiter-area Loxahatchee River District's wastewater, the latest tests show.

The sewage had about 136 viral fragments per milligram of sewage on Dec. 29, the national WastewaterSCAN initiative found in samples the district

sent. Seven days before, the rate was about 86 coronavirus particles per milligram.

During the last week of 2023, coronavirus levels rose from 150.5 particles per milligram on Dec. 23 to 282 per milligram on Dec. 30.

COVID-19 vaccinations across Palm Beach County and Florida slid throughout November and December.

Just 1,979 county residents got a shot

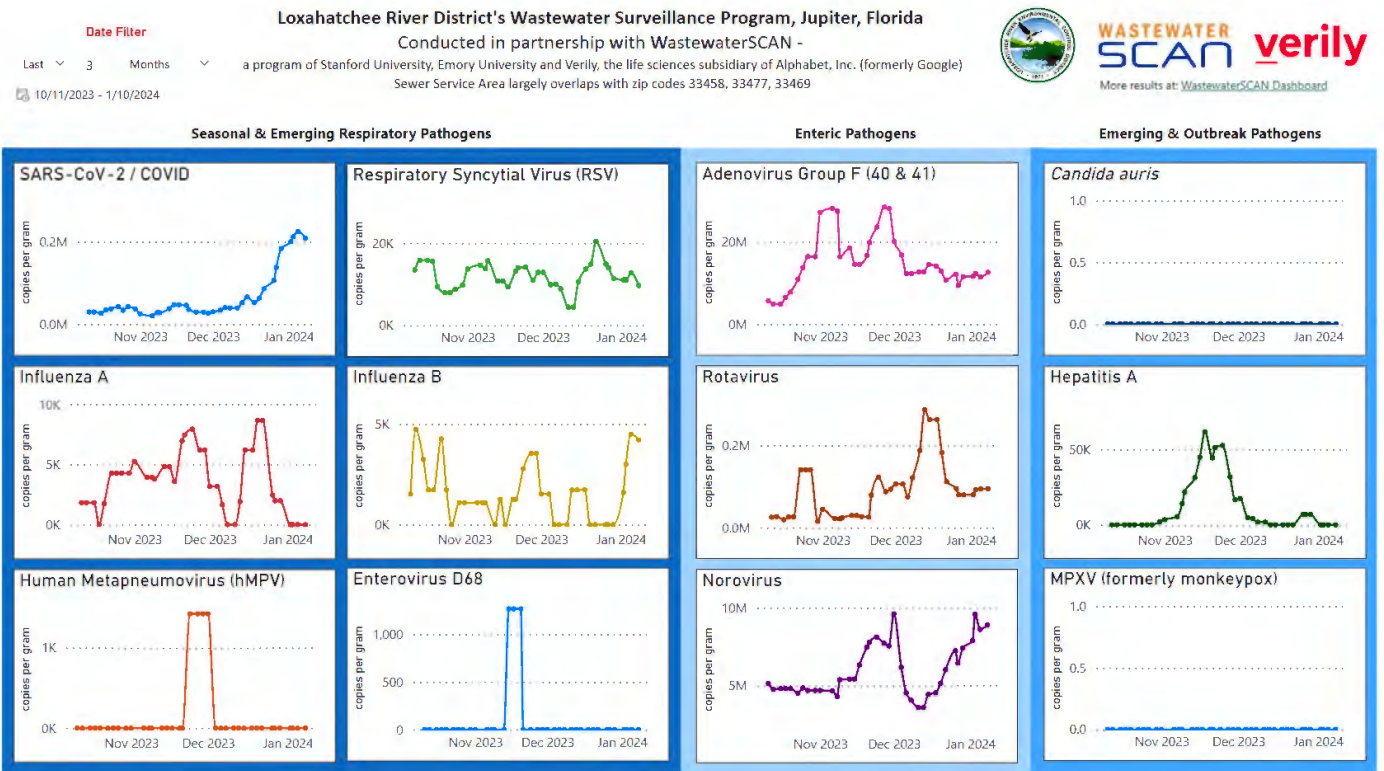
In during the week ending Dec. 22, the latest state Health Department data show.

That's down from 3,990 during the week ending Nov. 24.

Immunizations in the latter half of 2023 slid more than 85% countywide and statewide since September, when the latest COVID vaccine came out.

See COVID, Page 20A

Results from the WastewaterSCAN programs testing three times per week are automatically uploaded to our website at <https://loxahatcheeriver.org/wastewater-surveillance/>.



Customer Service

New Customer Information & Billing System

After nearly 20 months from contract execution, we finally “went live” with our new Customer Information, Billing, and Payments system on December 6th.

We have been working through several unforeseen challenges, as well as the typical data conversion surprises. But, overall, we are realizing some excellent benefits that should serve us well into the future. Now that we have full access to all components of the new system, we continue to practice, test, refine our configuration and procedures, and work through minor conversion issues.

As previously indicated, one of our greatest challenges is managing through the transition of over 9,900 customers previously on AutoPay. All of those customers must take action to setup a new payment method. The distribution of a targeted mailing began reaching those customers this week and will continue over two weeks to help smooth call volumes. We have also prepared a bill insert (shown below) that will be included in our first quarter billing, scheduled for distribution starting on January 24.

The most significant, unanticipated, issue is the difficulty for some customers to use the new payments system to make a payment, or setup an account and AutoPay. The new payments website utilizes pop-up windows and enabling that functionality on some web browsers can be challenging, particularly with Apple's Safari. We have prepared and published training documents and videos to help customers use the new payments system, and we have encouraged them pay through their bank's online bill pay system.

We will closely monitor the customer accounts and survey submittals to assess the customers experience, the transition of AutoPay customers, changes in payment methods, and delinquency rates.

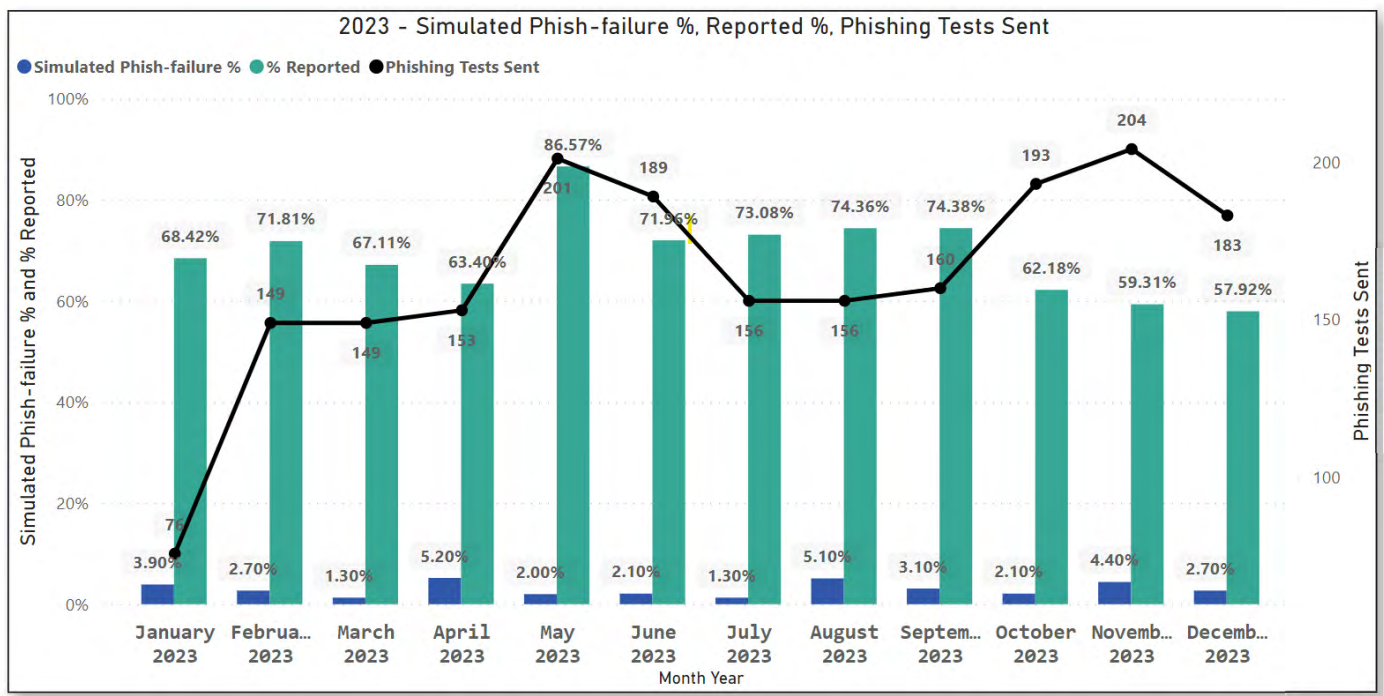


Front (left) and back (right) of the bill insert that will go in the first quarter billing.

2023 Phishing Email Recap

According to Verizon’s 2023 Data Breach Investigations Report, business email compromise attacks have nearly doubled from the previous year. This attack trend will drive our continued focus on email security in 2024.

In 2023, the District continues to perform well with detecting and reporting of suspected phishing emails. Our ability to successfully detect and report phishing and/or malicious emails can be attributed to the training and testing that we deliver to all of our users throughout the year. The below figure summarizes the District staff ability to recognize and report simulated phishing emails.



Results from the simulated phishing email testing throughout 2023. The black line/points represents the number of test phishing emails sent. Reported emails (green bars) are the percentage of the test phishing emails that were reported to the IT Department by the users. Failures (blue bars) represent the percentage of test emails that a user clicked on a link in the email that could have been a phishing email.

Security Awareness Proficiency Assessment

In December, the District completed a Security Awareness Proficiency Assessment (SAPA), which tested the proficiency in seven key areas of cyber security. While we performed better than the industry average according to KnowBe4 (the testing service) we have identified some opportunities for improvement. In 2024, we will continue to improve our cyber security awareness through training and testing.

Loxahatchee River Environmental Center

January 2024

River Center Summary Statistics



LRD'S ENVIRONMENTAL STEWARDSHIP DASHBOARD



	Total Visitors <small>(incl. Visitors, Field Trips, Onsite Programs)</small>	1st Time Visitors	Average Program Participation <small>[Actual participants/Capacity of Program]</small>	Volunteer Hours	Visitor Satisfaction	Staff Overall Program Assessment	Expenses	Revenue
Benchmark / Customer Expectation	Total	Total	% of Capacity	Total	Rating Average <small>[Max Rating is 5]</small>	Rating Average <small>[Max Rating is 9]</small>	% 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%
2021 Baseline	952	73	83%	248	4.7	7.8	92%	85%
2022 Baseline	1,322	101	111%	240	4.6	7.9	91%	107%
2023 Baseline	1,452	110	93%	297	4.7	7.8	82%	86%
2022 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%
Oct	1,940	142	100%	142	4.9	7.8	73%	74%
Nov	1,183	48	110%	154	5.0	8.0	92%	72%
Dec	1,021	78	79%	81	4.5	8.0	95%	57%
Consecutive Months at Green	5	13	0	0	13	13	2	0
Metric Owner	O'Neill	O'Neill	Duggan/Warwick	Patterson	O'Neill	O'Neill	O'Neill	O'Neill

Metric	Explanation
Program Participation	We had 111 people cancel their bookings in December and 50 people were no-shows. Half of the cancellations were from a school group that cancelled their field trip right before winter break. Registrations for the lecture series were lagging this month with only about 50% participation. Lectures were the second highest in cancellations. Tots on Trails had the highest number of no-shows with 14 people. This was likely due to the weather that day.

Volunteer Hours	Our high school volunteers did not sign up for shifts over winter break. We know that several of our regular volunteers were on vacations with family. We are having meetings to strategize how to entice them to keep coming back after they have their community service hours.
Revenue	Because program fees were low in October, we are still running behind on revenues. Donations were up this month over last year, as were program fees.

River Center General



Florida Master Naturalist – Coastal Living Shoreline Class:

In December, Sara Duggan and Samantha Warwick participated in a UF-IFAS Florida Master Naturalist Class on Coastal Living Shoreline Restoration. This class taught the importance of living shorelines and how to implement living shoreline projects. This class included field trips to living shoreline restoration

sites in Palm Beach County, and discussions with project and site managers of the various restoration sites. One of the field trips was to the River Center where Sam and Sara conducted a tour of the center, and an oyster reef ecology program while Jocelyn presented a lecture of the Loxahatchee River Districts efforts for oyster restoration in the Loxahatchee River.

Special Programs

Noon Lecture: How We can Fix our Troubled Coastal Waters [Friday, December 1st]

December's lecture was presented by Dr. Aaron Adams, the Director of Science and Conservation for Bonefish & Tarpon Trust and Senior Scientist at Harbor Branch Oceanographic Institute Florida Atlantic University. This lecture highlighted how Florida's coastal waters and fisheries are suffering the consequences of decades of inadequate management. This is seen daily from algal blooms to seagrass die-offs and fish kills. Dr. Adams reviewed his recent research and found pharmaceuticals and glyphosate in nearly every fish sampled. He explained that even though Florida is marketed as the Fishing Capital of the World, our fisheries are suffering from habitat loss and water quality issues. This presentation summarized recent and ongoing research to identify the problems, and some of the solutions to fix these fishery issues.



Homeschool Workshop – Bones & Teeth [Wednesday, December 6th]

This month's homeschool workshop was about bones and teeth! This workshop discussed the form and function of teeth of various animals, parts of a skull and how they provide insight into how animals sense the world and the function of bones within their bodies. We then explored owl pellets to learn about how owls eat their food and what animal bones are left after digestion.



Birds of the Loxahatchee River District [Wednesday, December 13th]

The Audubon Society of the Everglades led a birding walk through the Loxahatchee River District plant site. It was a blustery, rainy day, but we were still able to see and log plenty of birds on the site. We saw a bald eagle, several cormorants and anhinga, moorhens, great blue herons, little blue heron, tri-color heron, green heron, black-crowned night herons, great egrets, snowy egrets, starlings, grackles, Egyptian geese, tree swallows, mottled ducks, Eurasian collared dove, pied-billed grebe, mourning dove, black-necked stilt, white ibis, glossy ibis, osprey, gray catbird, red-winged blackbird, palm warbler, yellow-throated warbler, blue-winged teal, and northern rough-winged swallow. A total of 30 different species and 158 individuals! Despite the weather, it was a great day birding.



Nature Hike [Wednesday, December 27th]

This December we hiked at Pine Glades Natural Area. This natural area is located west in Jupiter Farms and is a popular birding spot. Along our leisurely hike we saw a ton of animals! We started out with various bird species like great blue herons, great egrets, sandhill cranes, and red-winged blackbirds. We also saw common buckeye butterflies, peacock butterflies, gulf fritillaries, and black swallowtails. The highlight of the day had to be the river otter that swam alongside guests in the canal and crossed our hiking path. It was such a beautiful day, and we cannot wait to see what we encounter on our next nature hike.

Blooming in the Garden [Saturday, December 2nd]

The Blooming in the Garden program is designed for children ages 3-6. The theme for this month was Garden Reptiles! We started by learning about what makes a reptile a reptile by using reptile puppets. Then we went into the classroom to meet some of our reptiles in real life! The kids got to meet our corn snake, Daisy; a ball python, Kah, and our bearded dragon, Bubba. We also explored biofacts like our alligator skull, snakeskin, and lizard skin and claws. After we said good-bye to our reptile friends, we made our own turtle with tissue-paper scutes and a booklet with the reptile facts we learned. We finished by planting seeds for the children to take home to start their own gardens!

Tots on Trails [Wednesday, December 20th]



This program is aimed at ages 2-6 and takes place at a different off-site natural area each time. This month, our tots hiked at Juno Dunes Natural Area. It was a windy, cloudy day, which was perfect for a scrub trail with no shade! We started by decorating pinecone trees with vines, shells, flowers, and fungi. Then we headed down the paved path, over the boardwalk, and then onto the sand trail. Our little adventurers had plenty of energy and loved spotting arrowheads, lichens, and oaks galore. Next month, we'll be hiking at Blowing Rocks!



Science with Sam – Reptiles [Saturday, December 2nd]

Students participating in the Reptiles lesson got up close with native and common pet reptiles, learned what makes them unique, why they are beneficial to our environment and had the opportunity to touch the animals. Students also explored around the center looking at bio facts of reptiles.

After School Science with Sam – Tracks & Scat [Tuesday, December 19th]

In our Tracks & Scat lesson students discovered the common wildlife tracks and scat and how to identify them. Students learned why scientists study tracks and scat and the information we can gather from observing them. Students also participated in an owl pellet dissection, identifying the bones, fur, hair, and beaks found inside the pellets. After the lab, students took a guided hike through the trails at Jupiter Inlet Lighthouse Outstanding Natural Area searching for wildlife tracks and scat to identify with their new knowledge.



Fishing Adventure: Jupiter Inlet Lighthouse Outstanding Natural Area [Friday, December 29th]

It was another epic day fishing at the Jupiter Inlet Lighthouse! We could not bait hooks fast enough to keep up with de-hooking! The weather was beautiful with an incoming tide, and everyone caught several fish! We had lane snappers, sailor's choice, and checkered puffers. We got to see snook, barracuda, and a beautiful parrotfish swimming. We even had a visit from a feeding osprey.

Evening Lecture: Clam Growth & Survival [Friday, December 15th] December's evening lecture was about the growth rate of clams and their survival rate with the change in ocean acidification. This lecture was presented by Noah Gorman, a past summer camper and past summer intern at the River Center. Noah is currently a Marine Biology Student at Florida Atlantic University's Harriet L. Wilkes Honors College. This lecture talked about the aquaculture industry in Florida and how Florida estuaries are utilized for their potential to grow commercially harvestable clams. The smallest size clams ready to be planted, called 'seed clams' are placed in field nurseries across estuarine mudflats where they feed on phytoplankton until they have grown to harvestable size. However, planting clams in field nurseries brings environmentally dependent risks. Clam aquaculture within these field nurseries is inherently vulnerable to the influences of acidic, suboptimal pH swings, with the youngest clams at highest risk. The rising influence of ocean acidification may yet cause an even greater decline in optimal water conditions for various estuarine fauna. The purpose of this study was to assess the influence of CO₂-induced pH changes on the growth and survival of seed stage Hard clams *Mercenaria mercenaria*.



Volunteer of the Month

Our December Volunteer of the Month is Gavin Marroney. Gavin is a wonderful volunteer who is always willing to help in any way that he can. He enjoys working with animals and would like to learn more about animal care. He also enjoys learning about the environment and likes to work in the garden. Not only does Gavin help with welcoming guests, he also loves helping with the touch tank and keeping the center looking great for our visitors. Gavin has helped with many special events and is always ready to help with anything that is asked of him. We are so fortunate to have Gavin as a faithful volunteer. Thank you, Gavin, for all that you do to help at The River Center! We appreciate you!



UPCOMING EVENTS

RSVP at www.lrdrivercenter.org/events-calendar
rivercenter@lrcd.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.

January 19, 6:00 – 7:00 p.m.: Evening Lecture [Who's That Octopus]: Join us for a lecture from Colleen Hecker, Master's Student at Florida Atlantic University. How do we know who's who in the octopus world? It's not as simple as you'd think! Here in the tropical western Atlantic, there are numerous octopus species that look the same, act the same, and live in the same areas. This makes telling them apart tricky! One way to differentiate these hard-to-discern species is their DNA. These species that look similar but are genetically different are called cryptic species, and the octopus world is full of them! Recent suggestions indicate that South Florida's common octopus (*Octopus vulgaris*) is representative of a cryptic species called the American octopus (*Octopus americanus*). Using genetics,

I will be able to determine if this name change is appropriate for South Florida's Octopus. Let's unravel the DNA of cryptic octopus species and find out Who's that Octopus?

January 20, 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. This class does not cost, but a deposit is required to reserve a seat. The deposit of \$10 will be refunded in full to all students who complete the class. Recommended for children 12 years and up, but all ages are welcome.

January 23, 4:00 – 5:00 p.m.: Sunset Hike [Jupiter Inlet Lighthouse Outstanding Natural Area]: Come explore with us! Tie up your hiking boots and join the River Center for our Nature Walk through the Jupiter Inlet Lighthouse Outstanding Natural Area. 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. Make sure to RSVP to this event! Space is limited.

January 24, 10:00 – 11:00 a.m.: Tots on Trails [Blowing Rocks Preserve]: 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 Jupiter/Tequesta area. This month, we'll be at Blowing Rocks Preserve. ****THIS IS AN OFF-SITE PROGRAM!**** We will meet in front of the preserve's nature center at 10:00 am. Together, we'll walk the trail, observe plants and animals with our magnifying glasses & binoculars, and then return to the nature center. 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). Siblings of all ages are welcome, just include them in your registration! This program is free of charge. Please RSVP to attend.

January 25, 2:00 – 3:00 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 – 2:30 p.m. For questions or application information please contact our Volunteer Coordinator Rebecca Patterson at 561-339-3107 or Volunteer@Lrecd.org

January 26, 10:30 a.m. – 12:00 p.m.: Homeschool Workshop [Properties of Water]: Students will work in an interactive lab that covers the properties of water including density, buoyancy, surface tension, and the phases of water comparing two different water types. Students will make connections to salt, fresh, and brackish water in their experiments and the ecosystems in the Loxahatchee River watershed. Ages 7-10 years old. Registration Opens January 5th.

January 27, 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 – 2:30 p.m. For questions or application information please contact our Volunteer Coordinator Rebecca Patterson at 561-339-3107 or Volunteer@Lrecd.org

February 2, 12:00 – 1:00 p.m.: Lecture [The Evolution of Prescribed Fire]: Harper Carroll is the fire manager for Palm Beach County ERM who has almost 30 years of Natural Resource Management and Restoration in Florida. He has a B.S. in Biology from Loyola University in New Orleans, A M.B.A. from FAU in Environmental Science and a M.S. in Forestry Resource Conservation. Prior to working for ERM he spent 9 years working for South Florida Water Management District on the Kissimmee River Restoration Project. For last 19 years at ERM experience at ERM has included the major restoration projects of Cypress Creek and Loxahatchee Slough Natural Areas. The past 8 years he has been in the role of Fire Manager responsible for the implementation, planning and management of prescribe fire and vegetation fuels management on the 32,000 acres of Palm Beach County Natural Areas. This presentation will be focusing on the importance of prescribed fire.

February 2, 4:30 – 6:30 p.m.: National Rivers Day Sunset Hike [Masten Dam]: Come explore with us! Tie up your hiking boots and join the River Center for our hike to the Masten Dam! Walk along the guided paths and immerse yourself along the Loxahatchee River. 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.

February 3, 10:00 – 11:30 a.m.: Blooming in the Garden [Under My Feet]: Join the River Center for our Bloomin' in the Garden program, designed for children ages 3-6. This month's theme is Wonder Walks: Senses! 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 is time to go home, children will receive seed to take home to start their own garden! So do not 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 get a little messy. All equipment will be provided, and this program is free of charge. Donations are always welcome.

February 3, 3:00 – 4:00 p.m.: Science with Sam: Green Teens [Bones & Teeth]: Join our Scientist Sam for different science activities! Ages 13-17. Join us in learning all about bones, teeth and animal survival! We will be investigating how to identify bones and teeth of animals and learn what makes them unique to each species, while also discussing the various environmental needs of herbivores, omnivores and carnivores. At the end of class, we will dissect owl pellets in our Bone Lab! There is no cost for this program but please RSVP to attend. Space is limited.

February 6, 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.

February 10, 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 – 2:30 p.m. For questions or application information please contact our Volunteer Coordinator Rebecca Patterson at 561-339-3107 or Volunteer@Lrecd.org

February 13, 10:00 a.m. – 12:00 p.m.: Nature Hike [Loxahatchee Slough]: Come explore with us! Tie up your hiking boots and join the River Center for our Nature Walk through the Loxahatchee Slough. 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. Please RSVP to attend. Space is limited.

February 16, 6:00 – 7:00 p.m.: Evening Lecture [The Effects of Harmful Algal Bloom-Associated Biotoxins on Sea Turtle Health in Florida]: Join us in hearing Dr. Annie Page present findings about the effects of algal blooms to Sea Turtle health! Dr. Annie Page is an Associate Research Professor & Clinical Veterinarian at Florida Atlantic University Harbor Branch Oceanographic Institute. She also serves as the Harbor Branch Associate Director of Education and is Co-Director of the Marine Science & Oceanography Master's Program. She is the Clinical Veterinarian for the Harbor Branch Marine Mammal Stranding, Health & Rehabilitation program, provides veterinary services for the Harbor Branch campus, and serves as a member of the FAU Institutional Animal Care and Use Committee. Her research interests include epidemiology, pathogenesis, eco-immunology, and ecology of diseases affecting marine organisms. Her most recent research project addressed fundamental questions on characteristics of subclinical infection and transmission of chelonid fibropapilloma-associated herpesvirus infection, the likely etiologic agent of sea turtle fibropapillomatosis. Throughout the course of her career, she has developed expertise in wildlife medicine and rehabilitation, molecular

diagnostics, disease ecology, and veterinary pathology, and has covered topics such as conservation biology, environmental and public health, microbiology, immunology, toxicology, and genomics.

February 17, 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. This class does not cost, but a deposit is required to reserve a seat. The deposit of \$10 will be refunded in full to all students who complete the class. Recommended for children 12 years and up, but all ages are welcome.

February 20, 4:00 – 5:00 p.m.: Science with Sam [Rocks Rock]: Join our Scientist Sam for different science activities! Ages 6-12. Students learn all about the various rocks on earth, what they are, how they form, and what we can learn from them. They will learn the rock cycle, where specific rocks can be found, and what changes and shapes rocks over time. Students will conduct rock experiments to identify different types of rocks and play a rock cycle game! There is no cost for this program but please RSVP to attend. Space is limited.

February 21, 10:00 – 11:00 a.m.: Tots on Trails [Jupiter Ridge 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 Jupiter/Tequesta area. This month, we’ll be at Jupiter Ridge Natural Area. ****THIS IS AN OFF-SITE PROGRAM!**** We will meet in the natural area parking lot at 10:00 am. Together, we’ll walk the trail, observe plants and animals with our magnifying glasses & binoculars, and explore nature. 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). Siblings of all ages are welcome, just include them in your registration! This program is free of charge. Please RSVP to attend.

February 24, 10:00 a.m. – 1:00 p.m.: Atala Butterfly Festival: Flutter on over to the River Center’s 5th Atala Butterfly Festival! On Saturday, February 24th we are celebrating the Atala butterfly! Once thought to be extinct, this beautiful butterfly is local and thriving right in our own backyards. Join us for our exciting event which will include:

- Butterfly arts and crafts
- Native Plant seed harvesting
- Native Plant Sale
- Tours of the River Center migratory bird and butterfly garden

Please register to attend tickets are limited. This free event is from 10:00 am – 1:00 pm. Registration is required to attend.

February 27, 10:00 – 11:30 a.m.: Birds of the Loxahatchee River District [Audubon Everglades]: Come explore with us! Join Audubon Everglades for a bird watching walk through the Loxahatchee River District's reclaimed water storage lakes. Walk along the guided paths and immerse yourself in this behind-the-scenes tour. Interested participants should wear closed toed shoes, sunscreen, hat, sunglasses, and bring plenty of water. Please make sure to register to attend.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

To: D. Albrey Arrington, Ph.D., Executive Director
From: Ed Horchar Safety Officer
Date: January 10, 2024
Subject: District Safety Report for December 2023

Safety Metrics: December 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-five** consecutive months. The District has sustained a rolling twelve-month Total Recordable Incident Rate (TRIR) of **0.0** for twenty 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 not experience a Motor Vehicle Accident (MVA) in December. 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 December was at a total of 1,103. The volume of JHA's generated is slightly lower than the 12-month rolling average of 1242 per month, primarily due to the holidays. The Wild Pine Lab and River Center continue to make progress on the use of JHAs and are included in the overall data. The following is an assessment of November JHAs performed per employee in each department:

Reuse:	47 JHA / employee	Construction:	11 JHA / employee
Operations:	36 JHA / employee	Inspection:	24 JHA / employee
Collections:	27 JHA / employee	Wild Pine Lab	4 JHA / employee
Maintenance:	9 JHA / employee	River Center	1 JHA / employee

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JHA and EAM:

In December approximately 98% of all Work Orders (WO) included a JHA. This represents thirteen (13) months in a row in which the District expectation of 95% was exceeded. In December, the Inspection Department increased the percentage of JHA per work order up to 96%, which is in line with the District expectations. Nice job to the Inspection Department!!

The following is a District comparison for the percentage of December EAM Work Orders created for which an electronic JHA was completed:

Reuse:	100 %	Construction:	100 %
Operations:	99 %	Inspection:	96 %
Collections:	97 %	Wild Pine Lab	0 Electronic JHA's
Maintenance:	99 %	River Center	0 Electronic JHA's

Near Miss Reporting:

There were 11 Near Miss reports initiated in December which is higher than the 12-month rolling average of 8. A solid December Near Miss reporting month makes it two consecutive months with above-average submittals. Employees from Collections, Reuse, Executive Office, Customer Service, and Plant Operations each submitted a near miss report in October. The hazards include housekeeping concerns (both indoor and outdoor), H2S exposure, dewatering press safety device in poor operating condition (corrected immediately), obstruction in walkway, tree hazards near power lines and parking area, damaged hatch lid near 511, and tripping hazards. 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. The work orders are tracked until closed and the status can be viewed on the Safety Intranet page by clicking on the "Near Miss Submission List" under Forms.

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. Please be alert, 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 maintain an injury-free environment.

Training: In December, classroom and practical training was conducted for ten (10) District employees for fork truck operators' certifications, six (6) District employees for articulating boom lift operators' certifications and six (6) District employees for scissors lift operators' certifications. One District employee was medically cleared to receive a full-face respirator and passed the required quantitative fit testing program. Eight (8) District employees received two days of training to pass the DOT Intermediate Maintenance of Traffic (IMOT) certification. The IMOT is

a condition of employment for affected employees. The Safety Officer performed classroom training for five District employees for fall protection and the use of fall arrest harnesses. This training is required during confined space entry and the use of scissors lifts and articulating boom manlifts.

Inspections: A total of 10 workplace inspections occurred in December. District jobs that were observed included LS 131 inspections, cleanout repair and cleanout sleeve repairs, lift station point repairs, Chlorine cylinder replacement and evaluating near miss reported issues.

Congratulation to all District employees for twenty-five months of injury free work. Working over two consecutive years with no recordable injuries is a significant accomplishment and working safely has become the standard work. By utilizing the JHA's, conducting Safety Training and identifying risks or safety improvements, 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.

Below Left: Jason Stanley and Brian Hansen demonstrate proficiency during Scissors Lift operator's certification.

Below Right: Bob Haag and Joel Weiner demonstrate proficiency operating the Districts Articulation Boom manlift.





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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: January 12, 2024
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	\$ 8,415.00	\$ 37,596.25
Baxter & Woodman	\$ 2,704.96	\$ 66,554.88
Holtz	\$ 11,291.97	\$ 48,646.71
KCI	\$ 1,170.80	\$ 1,394.00
Kimley-Horn & Associates, Inc.	\$ 4,224.50	\$ 11,251.00

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:

- Ethics Training for Governing Board
- 2024 Rate Study
- CCNA: Request For Qualifications # 24-002-00132: Professional Services by Professional Engineers, Architects, Landscape Architects, and Planning Firms
- 2500 Jupiter Park Drive Site Planning

Future Contracts:

- Reuse System Pump Rebuild – Repair Contract
- Maintenance Facility – Professional Engineering Services Design and Bid Contract
- Warehouse Facility – Professional Engineering Services Design and Bid Contract
- Clarifier No. 4 Rehabilitation – Construction Contract
- County Line Road Bridge IQ Main Relocation – Interlocal Agreement (Tequesta)
- 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

