



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

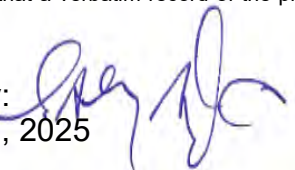
REGULAR MEETING # 07-2025

JULY 17, 2025 – 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. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
 - A. Loxahatchee River Watershed Page 12
 - B. Loxahatchee River District Dashboard Page 13
5. Consent Agenda (see next page) Page 14
6. Regular Agenda
 - A. Consent Agenda Items Pulled for Discussion
 - B. Final Assessment – 109 Old Jupiter Beach Road Page 79
 - C. Renewal of Cell Tower Lease Agreement Page 87
 - D. Chapter 31-02 Agenda and Scheduling of Meetings and Workshops Page 88
 - E. FY2026 Draft Budget Page 92
7. Reports (see next page) Pulled for Discussion
8. Future Business Page 163
9. Board Comments
10. Adjournment

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

Submitted by: 
Date: July 11, 2025

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

5. CONSENT AGENDA

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

- A. Notice Of Intent – 18030 69th Terrace N [Page 15](#)
- B. Clarifier No. 4 – Mechanical Systems Coatings Restoration – to approve contract [Page 23](#)
- C. Budget Policy – to approve revisions [Page 27](#)
- D. Social Media Policy – to approve revisions [Page 31](#)
- E. Retirement Plan Investment Advisor (Burgess, Chambers, and Associates) -
to authorize contract addendum [Page 38](#)
- F. Moving Expense Policy – to approve revisions [Page 51](#)
- G. Disposal of Surplus Tangible Personal Property Policy – to approve revisions [Page 54](#)
- H. R24023 / LSP001 Control Panel Replacement – to approve contract [Page 58](#)
- I. 24-001-00131: Wastewater and IQ Water General Services Contract and
Emergency On-call Repair Services – to approve contract renewal [Page 60](#)
- J. Fixed Asset Disposal – to approve disposal [Page 73](#)
- K. Change Order to Current Contract - to approve modifications [Page 74](#)

7. REPORTS

- A. Neighborhood Sewering [Page 97](#)
- B. Legal Counsel's Report [Page 98](#)
- C. Director's Report [Page 101](#)



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: D. Albrey Arrington, Ph.D., Executive Director
DATE: July 17, 2025
SUBJECT: Approval of Meeting Minutes

Attached herewith are the minutes for the Public Hearings and Regular Meeting of May 15th, 2025. 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 May 15th, 2025 as submitted.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
MAY 15, 2025**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Boggie called the Public Hearing of May 15, 2025 to order at 6:55 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Mr. Baker
Mr. Boggie
Mr. Rockoff
Dr. Rostock (in at 6:58)

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE FINAL ASSESSMENT FOR 109 OLD JUPITER BEACH ROAD

Mr. Matt Sipowski, property owner of 109 Old Jupiter Beach Road, made a public comment to address the Governing Board on his concerns regarding his final assessment. He provided a written summary of an explanation to the Governing Board.

4. COMMENTS FROM THE BOARD

Chairman Boggie asked Dr. Arrington if he could comment on the concerns raised by Mr. Sipowski. Dr. Arrington indicated that we was completely unaware of Mr. Sipowski's concerns and asked for time to investigate the matter. Dr. Arrington then recommended that the Final Assessment for 109 Old Jupiter Beach Road be postponed to the June board meeting and the Board Members concurred.

5. ADJOURNMENT

Chairman Boggie adjourned the Public Hearing at 7:05 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

Ref. 04-2025

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
MAY 15, 2025**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Boggie called the Public Hearing of May 15, 2025 to order at 7:05 P.M.

2. ROLL CALL

The following Board Members were in attendance:

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

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE FINAL ASSESSMENT
FOR 19465 HARBOR ROAD S

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Boggie adjourned the Public Hearing at 7:06 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
MAY 15, 2025**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Boggie called the Public Hearing of May 15, 2025 to order at 7:06 P.M.

2. ROLL CALL

The following Board Members were in attendance:

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

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE LRD RULE CHAPTER 31-10 SUBREGIONAL LINE CHARGE – HARBOR ROAD SOUTH

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Boggie adjourned the Public Hearing at 7:07 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

Ref: #05-2025

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
MAY 15, 2025

1. CALL TO ORDER

Chairman Boggie called the Regular Meeting of May 15, 2025 to order at 7:07 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

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

Staff Members in attendance were Dr. Arrington, Mr. Dean, Mr. Howard, Mr. Pugsley, Ms. Fraraccio, and Ms. Jones. The consultants in attendance were Mr. Curtis Shenkman (via GoToMeeting) and Mr. Hunter Shenkman with Shenkman & Shenkman, P.A.

PREVIOUS MEETING MINUTES

The minutes of the Regular Meeting of April 17, 2025 were presented for approval and the following motion was made:

“THAT THE GOVERNING BOARD approve the minutes of the Regular Meeting of April 17, 2025 which was recessed and reconvened on April 24, 2025 as submitted.”

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

B. ADDITIONS & DELETIONS TO THE AGENDA

Removed Item 5A
Pulled for discussion in 6A - Items 5E and 5F

3. COMMENTS FROM THE PUBLIC

No public comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard presented on the significant work that has been accomplished by the Army Corps of Engineers (ACOE) and SFWMD on the Loxahatchee River Watershed Restoration Project.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of May 15, 2025 with the removal of 5A, 5E and 5 F.”

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

B. Final Assessment – 19465 Harbor Road S

"THAT THE GOVERNING BOARD approve Resolution 2025-08 adopting the 19465 Harbor Road S. Final Assessment Roll and Exhibits."

C. Inventory Pump Purchase – to approve purchase

“THAT THE DISTRICT GOVERNING BOARD authorize issuance of a purchase order in the amount of \$168,213.87 to Xylem Water Solutions USA, Inc. Flygt Products for 10 model 3127.070-0023 submersible pumps as detailed in their quote dated April 14, 2025.”

D. Miscellaneous Main Lining - SAK Construction – to approve piggyback GRU contract

“THAT THE DISTRICT GOVERNING BOARD authorize the “piggy-back” of the Gainesville Regional Utilities Contract #2024-083-E with SAK Construction, LLC for an amount not to exceed \$115,492.50 and a contingency of \$11,500.”

E. Pulled for discussion and consideration under item 6A

F. Pulled for discussion and consideration under item 6A

G. Environmental Education Policy – to approve update

“THAT THE DISTRICT GOVERNING BOARD approves the revised Environmental Education Policy with an effective date of May 19, 2025.”

H. Fixed Asset Disposal – to approve disposal

Description Value	Serial Number	Condition	Estimated
5 HP Flygt Pump	FLY-0520021	Needs Repair	\$50

“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.”

I. Change Order to Current Contract - to approve modifications

No Change Orders are presented for Board consideration this month.

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

5E Maintenance Policy – to approve update

“THAT THE DISTRICT GOVERNING BOARD approves the revised Maintenance Policy with an effective date of May 19, 2025.”

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

5F Septage Waste Hauling Disposal Policy – to approve update

“THAT THE DISTRICT GOVERNING BOARD approve the revised “Septage Waste Hauling and Disposal Policy” with an effective date of May 19, 2025.”

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

B. Reauthorization of 24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services with Hinterland Group, Inc.

“THAT THE DISTRICT GOVERNING BOARD re-authorize PO #25-0195 for Hinterland Group, Inc. for a total not to exceed amount of \$1,000,000.00 and authorize issuance of a separate PO to Hinterland Group, Inc. under ITB #24-001-00131 for the

Aeration Basin No. 2 cleaning project in an amount not to exceed \$77,530.00 and a contingency of \$10,000.00.”

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

- C. Reauthorization of 24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services with Felix Civil Construction

“THAT THE DISTRICT GOVERNING BOARD re-authorize PO#25-0196 for Felix Civil Construction, LLC. for a total not to exceed amount of \$1,000,000.00.”

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

- D. Chapter 31-10 – Sub-regional Line Charge (Harbor Road South)

“THAT THE DISTRICT GOVERNING BOARD approve revisions to Rule Chapter 31-10.005 to establish the Harbor Road South Subregional Line Charge with a rate of \$965.05 per equivalent connection and an effective date of May 16, 2025.”

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

- E. Retirement Plan Administrative Committee Policy

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the attached Retirement Plan Administrative Committee Policy, effective May 16, 2025, and authorize the Executive Director to update the Retirement Plan Administrative Committee Policy from time to time and periodically present it to the Governing Board for ratification and approval.”

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

7. REPORTS

- A. NEIGHBORHOOD SEWERING
- B. LEGAL COUNSEL’S REPORT
- C. DIRECTOR’S REPORT

8. FUTURE BUSINESS

Future Business stood as written.

9. COMMENTS FROM THE BOARD

No comments from the Board

10. ADJOURNMENT

That the regular meeting of May 15, 2025 adjourns at 7:46 PM.”

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

BOARD CHAIRMAN

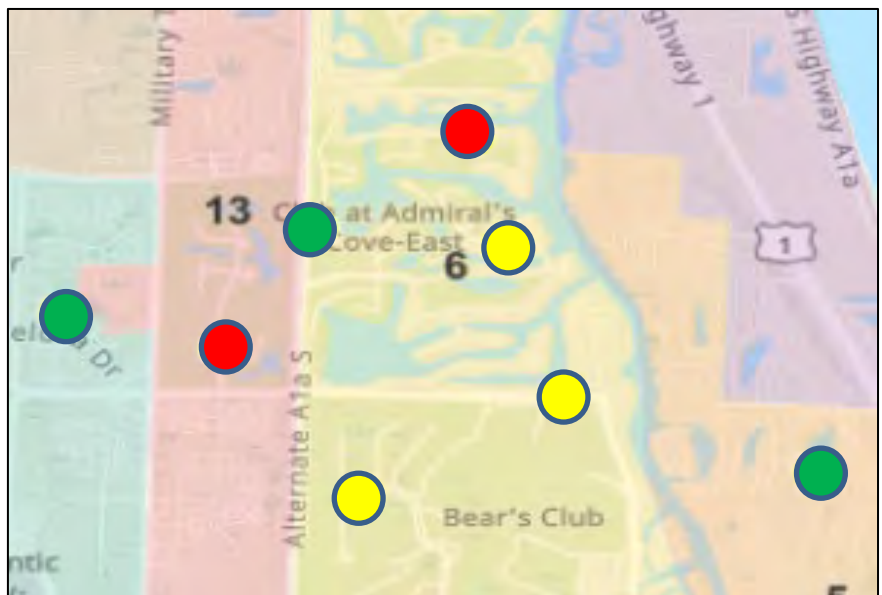
BOARD SECRETARY

RECORDING SECRETARY



Loxahatchee River Watershed Status Emergency Response Preparedness & Planning

With the start of Hurricane season on June 1st, District staff have once again refreshed the Hurricane Plan, Damage Assessment Tools, and conducted trainings. At our meeting we will review some of the highlights of our effective and proven preparedness and plan.





		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 behind schedule	# Days MFL Violation	‰	Fecal Coliform Bacteria (cfu/100ml)
Green Level		≥ 90%	≤ 15	Zero	<704; 0	< 7.7	Zero	<1542	<2	Zero	≥ \$15,609,500	≥ 95%	≥ 85% but ≤ 105%	≥80%	≤ 30	0	min ≥ 20 ‰	≤ 1 site > 200
Yellow		< 90%	≤ 25	1	≤1,500; 0	< 8.8	1	≤1875	≥ 2	-	< \$15,609,500	≥ 90%	≥ 80%	≥60%	≤ 60	1	min ≥ 10 ‰	≤ 3 sites >200
Red		<75%	> 25	≥ 2	>1,500; ≥1	≥ 8.8	≥ 2	>1875	≥ 9	≥ 1	< \$10,406,330	< 90%	< 80% or > 105%	< 60%	> 60	≥ 2	min < 10 ‰	≥ 4 sites > 200
2022 Baseline		1,319	12	0.1	395	6.8	0	1,268	3	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	\$ 44,656,875	106%	94%	90%	39	2	23	4
2024 Baseline		1,433	14	0.3	863	6.9	0	1,136	4	2	\$ 41,441,586	100%	95%	72%	52	5	22	2
2024	June	2,870	9	0	20; 0	6.4	0	1,173	13	0	\$ 40,955,647	102%	92%	65%	67	22	20.1	6
	July	2,120	10	0	150; 0	6.3	0	1,075	1	0	\$ 41,437,745	103%	91%	68%	69	0	20.7	3
	Aug	1,258	14	0	2270; 0	6.5	0	1,098	7	0	\$ 42,122,353	102%	91%	73%	75	0	22.2	7
	Sept	970	14	0	70; 0	7.0	0	1,082	5	0	\$ 41,233,651	102%	90%	70%	59	0	16.2	6
	Oct	1,250	12	3	69; 0	7.5	0	1,159	4	0	\$ 40,298,745	89%	96%	see Kris' new Project Report		0	4.5	1
	Nov	1,007	14	0	81; 0	6.9	0	1,089	0	0	\$ 41,266,064	92%	110%		26	0	14.5	1
	Dec	841	18	0	60; 0	6.9	0	1,130	1	0	\$ 41,363,495	96%	101%		23	0	31.5	0
	2025 Jan	1,363	14	0	57; 0	7.1	0	1,127	0	0	\$ 41,057,266	99%	99%	85%	30	6	30.7	1
	Feb	1,208	14	0	51; 0	7.1	0	1,162	0	0	\$ 42,294,246	98%	95%	88%	26	9	32.3	2
	Mar	1,608	11	0	283; 1	7.1	0	1,159	1	0	\$ 41,731,365	100%	93%	76%	23	22	33.7	0
	Apr	1,375	12	0	43; 0	6.9	0	1,138	3	0	\$ 42,085,576	98%	92%	66%	23	10	29.0	0
	May	1,193	12	0	0; 0	6.5	0	1,142	0*	0	\$ 42,563,898	97%	95%	68%	22	22	31.4	7
	June	2,205	14	0	277; 1	6.3	0	1,283	0*	0	\$ 40,602,108	98%	95%	67%	28	11	33.2	3
Consecutive Months at Green		0	6	8	0	193	50	176	2	13	189	7	7	0	8	0	7	0
Metric Owner		O'Neill	Pugsley	Dean	Dean	Pugsley	Pugsley	Pugsley	Dean	Horchar	Fraraccio	Fraraccio	Fraraccio	Dean	Dean	Howard	Howard	Howard

Metric	Explanation
Environmental Education	The total number of people we engaged was lower than our benchmark for March. We had 46 'no shows' to program and 100 cancellations (including field trips). Visiting camp field trips accounted for 75 of the 100 cancellations. Nonetheless, 7 of 14 programs had >100% program participation, i.e., they were over capacity.
Unauthorized Discharges	This month we had 3 unauthorized discharges of sewage: (1) 255 gallons of sewage was spilled when a 4' ductile iron force main break occurred near Lift Station 068. Spilled sewage entered a stormdrain that was connected to a nearby stormwater pond. We turned off the pump station until the force main was repaired, and we vacuumed 450 gallons of liquid out of the stormwater system. (2) 20 gallons of sewage was spilled at the failure of a flexible, expansion coupling upstream of our grit classifier at headworks. (3) 2 gallons of sewage was spill at our wastewater treatment plant when an air release valve at filter pump station #1 failed to seat properly. Neither of the spills at our WWTP affected surface waters. See Kris' report and Jason's for additional information.
IQ Water Delivery	IQ Water deliveries were curtailed for our four curtailable customers from June 25 through June 30. We do not count curtailments to our curtailable customers as not meeting demand, because these contracts specifically anticipate curtailment of our IQ Water flows to manage supply/demand issues.
Capital Projects	We have advanced several projects this year to offset slower capital spending due to delays on other capital projects. These intentionally expedited projects account for the yellow color. See Kris' capital report for more information.
MFL Compliance	The flow component of the MFL criteria was violated for the first 11 days in June. Throughout the month of June, flows over Lainhart Dam exceeded 35 cfs on 4 days (June 13-16). For the month of June, flow over Lainhart Dam averaged 20 cfs and had a maximum value of 37 cfs on June 14 and 15. For more information, see Bud's report.
Fecal Coliform Bacteria	High fecal coliform bacteria (>200 cfu/100 ml) were observed at Stations 65 (Kitchen Creek), 67 (Trapper Nelson's), and 100 (Cypress Creek mouth). The high bacteria values appear to be driven by the sporadic rainfall that occurred prior to sampling. 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: July 17, 2025
SUBJECT: Consent Agenda

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

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

- A. Notice Of Intent – 18030 69th Terrace N
- B. Clarifier No. 4 – Mechanical Systems Coatings Restoration – to approve contract
- C. Budget Policy – to approve revisions
- D. Social Media Policy – to approve revisions
- E. Retirement Plan Investment Advisor (Burgess, Chambers, and Associates) – to authorize contract addendum
- F. Moving Expense Policy – to approve revisions
- G. Disposal of Surplus Tangible Personal Property Policy – to approve revisions
- H. R24023 / LSP001 Control Panel Replacement – to approve contract
- I. 24-001-00131: Wastewater and IQ Water General Services Contract and Emergency On-call Repair Services – to approve contract renewal
- J. Fixed Asset Disposal – to approve disposal
- K. Change Order to Current Contract - to approve modifications

Should you have any questions regarding these items, I would be pleased to discuss them further with you.

The following Motion is provided for Board consideration:

“THAT THE GOVERNING BOARD approve the Consent Agenda of July 17th, 2025 as presented.”

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

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Water Reclamation – Environmental Education – River Restoration

CURTIS L.
SHENKMAN
*Board Certified
Real Estate Attorney*

Hunter C.
SHENKMAN
Attorney

SHENKMAN & SHENKMAN P.A.
ATTORNEY & COUNSELOR AT LAW
2151 S. ALTERNATE A1A, SUITE 1000
JUPITER, FL 33477
CURTIS@PALMBEACHLAWYER.LAW

LEGAL ASSISTANTS
BONNIE HARRIS
DENISE B. PAOLUCCI
CAROLINA INMAN

June 4, 2025

Sent by email

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

Re: Initial Resolution for 18039 69th Terrace N Assessment Area

Dear Dr. Arrington:

Per your request, please attach to this letter the Pending Lien Notice, Notice of Intent to Assess, Resolution 2025-09, the PROPOSED "Exhibit B Description of Improvements", "Exhibit B Map of the Assessment Area", and preliminary List of Property Owners.

A Suggested Motion for the Board at the JULY 17, 2025 meeting is as follows:

"THAT THE GOVERNING BOARD approve Resolution 2025-09 the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the 18039 69th TERRACE N Assessment Area."

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

Sincerely,

Hunter Shenkman

Hunter Shenkman

Prepared: Hunter Shenkman, Esq.
Shenkman & Shenkman P.A.
2151 S. Alternate A1A, Suite 1000
Jupiter, Florida 334177

PENDING LIEN NOTICE
18030 69th TERRACE N ASSESSMENT AREA

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, created in 1971 and existing pursuant to Chapter 2021-249, Laws of Florida (hereinafter referred to as the “District”, hereby clarifies the lien status of the “Notice of Intent to Assess” attached hereto and made a part hereof (referred to as the “Pending Lien”).

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

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

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

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

IN WITNESS WHEREOF, the undersigned Executive Director of the Loxahatchee River Environmental Control District, herein certifies that on this 17th day of July, 2025, the information contained herein is true and accurate.

WITNESSES:

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Address: 2500 Jupiter Park Drive, Jupiter, FL 33458

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

Address: 2500 Jupiter Park Drive, Jupiter, FL 33458

[DISTRICT SEAL]

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 17th day of July, 2025, by D. Albrey Arrington, EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, on behalf of the District, personally known to me.

(NOTARY SEAL)

NOTARY PUBLIC, STATE OF FLORIDA

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

**NOTICE OF INTENT TO ASSESS
18030 69th TERRACE NASSESSMENT AREA**

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida (the “District”) **created in 1971 and existing pursuant to Chapter 2021-249, Laws of Florida**, (the “Act”), hereby gives public notice that the District’s Governing Board on the 17th day of July, 2025, passed Resolution **2025-09**, authorizing the construction of certain local sewer improvements as further described in said Resolution **2025-09**, which is attached hereto as Exhibit “A”. It is the intent of the District to assess the owners of property specially benefited by such sewer improvements, which property is further described on the attached **Exhibit “B”**, and to apportion the District’s costs for the total expenses related to the design and construction of said improvements, based upon each owner’s proportionate share of said costs determined upon a square footage basis, or by other methods as the Governing Board may deem fair and equitable, pursuant to the Act and Rules of the District, as same may be amended from time to time hereafter.

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

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

IN WITNESS WHEREOF, the undersigned, Executive Director of the Loxahatchee River Environmental Control District, hereby certifies on this 17th day of July, 2025, that the information contained herein is true and accurate.

WITNESSES:

Address: 2500 Jupiter Park Drive, Jupiter, FL 33458

D. Albrey Arrington, Ph.D.
Executive Director

Address: 2500 Jupiter Park Drive, Jupiter, FL 33458

STATE OF FLORIDA
COUNTY OF PALM BEACH

SWORN TO and subscribed before me by means of physical presence this 17th day of July, 2025, by D. Albrey Arrington, EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, who is personally known to me.

(NOTARY SEAL)

NOTARY PUBLIC, STATE OF FLORIDA

RESOLUTION 2025-09

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO 18030 69th TERRACE N ASSESSMENT AREA IMPROVEMENTS IN ACCORDANCE WITH DISTRICT RULE 31-11; STATING THE NATURE OF THE PROPOSED IMPROVEMENTS; DESIGNATING THE STREETS TO BE IMPROVED; DESIGNATING THAT PLANS, SPECIFICATIONS, AND A TENTATIVE APPORTIONMENT BE PREPARED; PROVIDING FOR THE AVAILABILITY OF PLANS AND SPECIFICATIONS AND FOR THE PREPARATION OF THE PRELIMINARY SPECIAL ASSESSMENT ROLL; PROVIDING FOR DECLARING LINE AVAILABLE FOR CONNECTION; PROVIDING FOR CONSISTENCY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Governing Board of the Loxahatchee River Environmental Control District (hereinafter called the “District”) has considered the need for improvements to the 18030 69th Terrace N Assessment Area (the “Area”) in Palm Beach County, Florida;

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

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

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

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

Section 1. Title:

This Resolution shall be known as the Resolution Authorizing the Project known as “18030 69th Terrace N ” Assessment Area Improvements”.

Section 2. Nature of Improvements:

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

Section 3. Designation of Streets to be Improved:

The streets included within the 18030 69th Terrace N Assessment Area Improvements are set forth on Composite Exhibit “B”.

Section 4. Plans, Specifications and Tentative Apportionment:

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

Section 5. Public Inspection:

The Plans, Specifications and tentative apportionments for the 18030 69th Terrace N Assessment Area Improvements shall be available for inspection in the Office of the Executive Director, Loxahatchee

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

Section 6. Assessment Roll:

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

Section 7. Availability for Connection and Required Connection:

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

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

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

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

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS 17th DAY OF JULY, 2025.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

VOTE

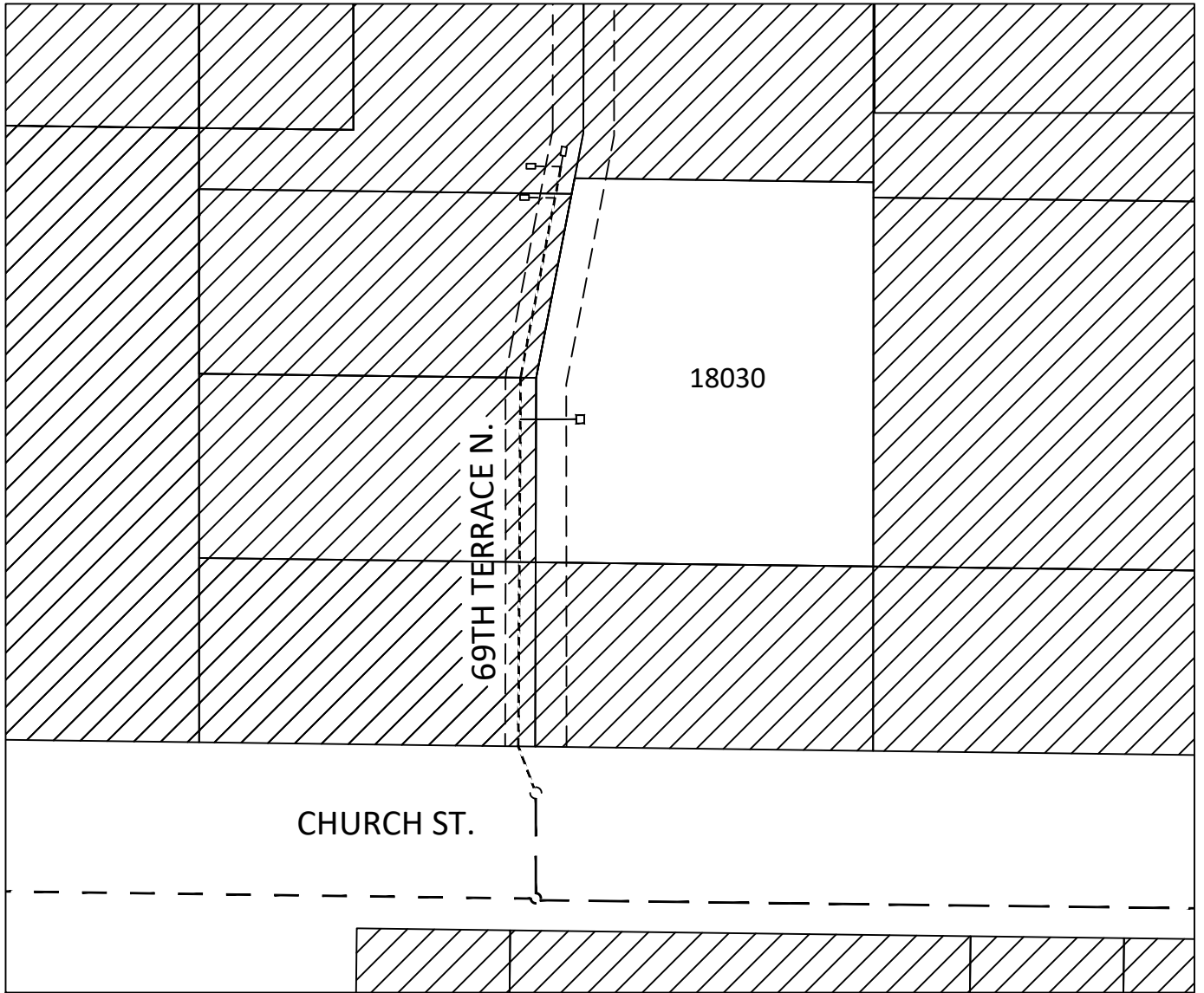
GORDON M. BOGGIE

KEVIN L. BAKER

DR. MATT H. ROSTOCK

STEPHEN B. ROCKOFF

EXHIBIT B **18030 69TH TERRACE N.** **STATUTORY WAY OF NECESSITY**



LEGEND

- EXISTING 8" PVC FORCE MAIN
- EXISTING 8" PVC GRAVITY MAIN
- - - EXISTING 2" PVC LOW-PRESSURE MAIN
- EXISTING MANHOLE
- □ NEW LOW PRESSURE SERVICE BOX
- ▨ NOT IN ASSESSMENT AREA

EXHIBIT “B”

PROPOSED SEWER SERVICE ASSESSMENT AREA

18030 69th TERRACE N ASSESSMENT AREA

The property to be provided sewer service is located within Section 34, Township 40 South, Range 42 East, Jupiter, Palm Beach County, Florida and lies within the following general boundaries:

± 330 LF. east from the intersection of
Limestone Creek Road and Church Street, on the
north side of Church Street.

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

- 1 Service
- 1 Low Pressure Pumping Unit

Pamela Blair
PO Box 112
Jupiter, FL 33468 - 0112
re: 18030 69th Terrace N, Jupiter, FL 33458
00-42-40-34-03-000-0100



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: July 11, 2025
SUBJECT: Clarifier No. 4 – Mechanical Systems Coatings Restoration
ITB No. 25-007-00146

The scope of the subject project includes the surface preparation, priming and coating of all ferrous metal components within Clarifier No. 4 at the District's wastewater treatment plant (WWTP). The Contractor shall be responsible for supplying all labor, material, and equipment required to sandblast and paint all ferrous components denoted on the project drawings and as specified within the project specifications.

The District accepted electronic bids for the project via DemandStar on May 16, 2025. Staff subsequently evaluated the bids submitted and prepared a Recommendation of Award, which is attached for reference.

Based upon the bid evaluation completed by Staff, it has been determined that Razorback, LLC is the lowest responsive and responsible bidder, and it is recommended that they be awarded the contract for the Clarifier No. 4 – Mechanical Systems Coatings Restoration project.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD award ITB No. 25-007-00146 for Clarifier No. 4 – Mechanical Systems Coatings Restoration to Razorback, LLC in the amount of \$94,220.00 and a contingency in the amount of \$9,422.00.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

TO: Kris Dean, P.E., Deputy Executive Director
FROM: Jason A. Pugsley, P.E., Operations – Plant Manager
DATE: July 10, 2025
SUBJECT: Clarifier No. 4 – Mechanical Systems Coatings Restoration
ITB No. 25-007-00146

On May 16, 2025 at 2:00 pm, the District opened bids for the referenced project. There was a total of eleven (11) bids accepted via DemandStar for the project as follows:

Bidder	Bid Price
Five 12 Painting and Remodeling	\$75,000.00
Clean Infusion	\$80,437.00
WGM Quality Painting, Inc.	\$90,000.00
Razorback, LLC	\$94,220.00
Roof Painting by Hartzell	\$96,850.00
Titan Construction Management	\$107,000.00
Quick Painting Group Corp.	\$125,000.00
Gemstone Industrial Services	\$129,000.00
Gemstone, LLC	\$135,707.00
Southern Star Contractors, Inc.	\$172,000.00
D&S Steel, Inc.	\$0.00

District Staff reviewed the bids to determine whether they were responsive to the bid submittal requirements. Staff began with the review of the bid submitted by the apparent low bidder, Five 12 Painting and Remodeling (Five 12). Upon review of their bid it was determined that they did not submit all the required documentation. Staff sent an email to Five 12 requesting the documentation, but Five 12 was non-responsive. Staff then evaluated the bid submitted by Clean Infusion (CI). CI also did not submit all required documentation. Staff sent an email to CI and they responded timely and subsequently submitted the documentation. Staff then reviewed the reference projects submitted by CI and determined that they did not meet, and could not meet, the Experience/Qualifications stipulated in the bid documents. Staff then evaluated the bid submitted by WGM Quality Painting, Inc. (WGM) and determined that they did not submit all the required documentation. Staff sent an email to WGM requesting the documentation, but WGM was non-responsive. Finally, the District reviewed the bid submitted by Razorback, LLC

Gordon M. Boggie
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BOARD MEMBER

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Dr. Matt H. Rostock
BOARD MEMBER

(Razorback). Razorback also did not submit all required documentation. Staff sent an email to Razorback and they responded timely and subsequently submitted the documentation. Staff reviewed the reference projects submitted by Razorback and determined that they met the stipulated requirements in the bid documents. Staff then contacted the appropriate personnel at each reference project to evaluate Razorback's performance on the reference projects. Staff were able to confirm that Razorback's performance was satisfactory for 3 of the 5 reference projects. Staff were not able to make contact with the other 2 reference projects. A review of the Florida Department of State Division of Corporations confirmed that Razorback, LLC is a corporation in good standing. A summary of the bid evaluation is included as **Attachment A**.

Based upon the bid evaluation completed by Staff, it has been determined that Razorback, LLC is the lowest responsive and responsible bidder, and it is recommended that they be awarded the contract for the Clarifier No. 4 – Mechanical Systems Coatings Restoration project in the Bid Amount of \$94,220.00.

Let me know if you have any questions.

Sincerely,

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

Attachment A
LRECD - Clarifier No. 4 - Mechanical Systems Coatings Restoration
ITB No. 25-007-00146-0-2025/SA
Bid Submission Summary

Bidder	Bid Response Form	Bid Price	Addendum No. 1 Acknowledgement	Drug-Free Workplace Certificate	Project Experience Meets Criteria?	EHS Plan Submitted? / Meets Criteria?	OSHA Form 300A	Experience Mod	Safety Data Sheet (SDS)	Business License	Business Tax Receipt	Comments
Five 12 Painting and Remodeling	Yes	\$75,000.00	Yes	Yes	Yes	Yes / Not Evaluated	No	No	No	No	No	*Sent email requesting submission of missing forms. No response provided.
Clean Infusion	Yes	\$80,437.00	Yes	Yes	No	Yes / Yes	Yes	Yes	No	Yes	Yes	*Sent email requesting submission of missing forms. Requested items submitted timely. * Only 2 of 5 project references are in the State of Florida per project requirements.
WGM Quality Painting, Inc.	Yes	\$90,000.00	Yes	Yes	No	Yes / Not Evaluated	Yes	Yes	No	Yes	No	*Sent email requesting submission of missing forms. No response provided. * Experience is utility (PBC, SWA) related but NOT WW or WTP related.
Razorback, LLC	Yes	\$94,220.00	Yes	Yes	Yes	Yes / Yes	Yes	Yes	No	Yes	Yes	*Sent email requesting submission of missing forms. Requested items submitted timely. *All project references are located in the State of Florida and meet experience requirements.
Roof Painting by Hartzell	Yes	\$96,850.00	Yes	Yes	Not Evaluated	Yes / Not Evaluated	Yes	Yes	No	Yes	No	*Three (3) project references are identical.
Titan Construction Management	Yes	\$107,000.00	Yes	Yes	Not Evaluated	Yes / Not Evaluated	Yes	Yes	No	Yes	Yes	
Quick Painting Group Corp.	No	\$125,000.00	No	No	Not Evaluated	No	No	No	No	No	No	*Submission for Marion Public Schools
Gemstone Industrial Services	No	\$129,000.00	No	No	Not Evaluated	No	No	No	No	No	No	*No bid response document submitted in Demandstar
Gemstone, LLC	Yes	\$135,707.00	No	Yes	Not Evaluated	No	No	No	No	No	No	
Southern Star Contractors, Inc.	Yes	\$172,000.00	Yes	Yes	Not Evaluated	No	No	No	No	Yes	No	
D&S Steel, Inc.	No	\$0.00	No	No	Not Evaluated	No	No	No	No	No	No	*No bid response document submitted in Demandstar



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

To: LRD Administrative Committee
From: Kara Fraraccio, Director of Finance and Administration
Date: July 11, 2025
Subject: Budget Policy Update

As part of our scheduled policy review, staff have systematically reviewed the Budget Policy. The last revision to this policy was approved by the Governing Board in December 2020. Following this memo, you will find the draft Budget Policy with recommended revisions shown using track changes. The most significant revision to the policy is the addition of language authorizing reallocation of capital projects. The intent of the reallocation language is not to authorize expenditures beyond the total amounts approved in the current Budget. Rather, it is to provide flexibility to shift funding among already identified capital projects in order to maintain momentum on project delivery. This flexibility is particularly important when a project is delayed or deferred during the fiscal year, allowing the District to redirect available funds to other projects already included in the 5-Year Capital Improvement Plan, without increasing the overall appropriation. It is not intended to allow for the funding of entirely new projects, but rather to keep capital spending aligned with the scope and priorities established through the Rate Study and the adopted budget.

At this time, I request the Governing Board approve the following motion:


“THAT THE DISTRICT GOVERNING BOARD ratify and approve the attached Budget Policy, effective July 17, 2025, and authorize the Executive Director to update the Budget Policy from time to time and periodically present it to the Governing Board for ratification and approval.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

	LOXAHATCHEE RIVER DISTRICT	Doc No:	LRD-POL-FIN-04.00
		Effective Date	12/07/18 /2025
		Revision History:	New
Author: Kara Fraraccio		Revision No.	1
		Review Date:	07/2/20 3025
Issuing Department: Finance and Administration		Page:	Page 1 of 3

BUDGET POLICY

Purpose

The Loxahatchee River District's annual budget serves as the foundation for the District's financial planning and control. The purpose of this policy is to outline the Loxahatchee River District's guidelines for budgetary decision-making and set standards for sound budgetary practices. Budget policies that are consistently followed will assist the District in achieving current and future goals in a fiscally responsible and sustainable manner.

Policy

General Policy

The District adopts an annual budget which is employed as a management control device. The budget must be approved by the Governing Board each year prior to October 1, the beginning of our Fiscal Year. The budget must be balanced, so that the total of the estimated revenues, including balances brought forward, equals the total Appropriations for expenditures and reserves. Revenues must be based upon legitimate expectations. Revenues and expenses must be congruent with the long-term perspective provided through the Rate Study and the Strategic Plan. The Governing Board must hold a public hearing prior to adopting the final budget. The District may not expend or contract for expenditures in any Fiscal Year except pursuant to the adopted budget (including approved Budget Amendments).

Budgetary Basis

The District's budget is adopted on a Full Accrual Basis with the exception of depreciation and developer contributed capital which ~~are~~is not budgeted. Expenditures for capital outlays are budgeted. These outlays are capitalized into fixed assets and eliminated from the results of operations on a Generally Accepted Accounting Principles (GAAP) basis. Assessment income is budgeted in the year it is collected but is recognized in the year it is assessed for GAAP reporting purposes.

Budget Adoption and Modification

The annual budget must be adopted by the Governing Board by resolution. The level of Budgetary Control is legally maintained in the aggregate. Budget Transfers are not required so long as the total Appropriations are not exceeded. Budget Amendments which increase total Appropriations must be approved by the Governing Board by resolution. Year-end Budget Amendments must be completed within 60 days of the Fiscal Year end. Unused Appropriations for budgeted funds lapse at the end of the Fiscal Year.

Authority: Florida Statutes 189, as amended

Date Approved by Governing Board: ~~12/17/2020~~07/17/2025

To support responsive financial management and effective delivery of capital projects, the Executive Director, or designee, is authorized to reallocate funds between approved capital projects within the most recently adopted Rate Study, provided that the total appropriation for capital outlay expenditures is not increased. Such reallocations are intended to optimize the use of resources, address shifting project priorities, and respond to cost changes, while maintaining the integrity of the overall capital plan. Reallocations that would increase the total appropriation for capital outlay expenditures must follow the standard Budget Amendment process and require approval by the Governing Board through resolution. Reallocations exceeding \$65,000 will be reported to the Governing Board as part of the monthly financial report.

Transparency

The tentative budget must be posted on the District website not less than two (2) days before the public hearing to consider such budget and must remain on the website for at least 45 days. The final budget must be posted on the District website within 30 days after adoption and must remain on the website for two years. Any adopted amendments to the budget must be posted on the District website within five (5) days after adoption and must remain on the website for two years.

Monitoring and Control

The Director of Finance and Administration will monitor expenditures and report to the Governing Board, Executive Director, and Division Directors monthly. Monthly reports will include the current status of revenues and expenditures to-date compared with the corresponding budget figures.

Definitions

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

- A. Appropriation: A group of one or more related expenditure accounts which represents the level of Budgetary Control established in the District's financial system.
- B. Budget Amendment: An increase or decrease in budgeted revenues with corresponding increase or decrease in Appropriations.
- C. Budget Transfer: A transfer of Appropriations among two or more accounts where the budgeted total is not changed.
- D. Budgetary Control: the level at which expenditures cannot exceed the budgeted amount.
- E. Fiscal Year: the fiscal year commences on October 1 and ends on September 30 of the following calendar year.
- F. Full Accrual Basis: a basis of accounting where revenues are recognized when earned and expenses are recognized when incurred.
- G. Rate Study: Annual effort, typically conducted February through March, to identify and sequence long-term (5-10 year) planned expenses and revenues, including rate adjustments, necessary to support them.
- G-H. Strategic Plan: the process used to determine the District's mission, vision, values, goals objectives, roles and responsibilities, etc.

Relevant Procedures

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

- A. Cash Reserve Policy ~~(under development)~~
- B. Budget Procedures ~~(under development)~~
- C. Month-end Close Procedures

Policy Questions

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



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D.
DATE: JULY 1, 2025
SUBJECT: UPDATES TO SOCIAL MEDIA POLICY

In our continuing effort to systematically review and update our policies, Jocelyn O'Neill (LRD Environmental Education Manager) and I have reviewed and provided suggested revisions to our existing Social Media Policy, which was originally approved by the Governing Board in October 2020. Upon review, we have proposed the following revisions:

- A. Clarified the process by which someone may become an Authorized User
- B. Removed TikTok from our list of social media examples because TikTok has been banned from government phones in Florida (112.22 Florida Statutes); and
- C. Updated the list of relevant Social Media procedures.

The following motion is recommended for approval:


“THAT THE DISTRICT GOVERNING BOARD approves the revised Social Media Policy with an effective date of July 18, 2025.

Gordon M. Boggie
CHAIRMAN

Kevin Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

	LOXAHATCHEE RIVER DISTRICT	Doc No:	LRD-POL-EXE-08.00
		Effective Date	<u>07/18/2025</u> 10/16/2020
		Revision History:	<u>10/16/2020</u> <u>07/17/2025</u>
Author: Albrey Arrington & Jocelyn O'Neill		Revision No.	<u>19</u>
		Review Date:	<u>7/15/2030</u>
Issuing Department: Executive		Page:	Page 1 of 6

SOCIAL MEDIA POLICY

Purpose

Social Media has become integral to modern life and represents a major communication pathway in society. Social Media, therefore, provides an efficient and interactive means for the Loxahatchee River Environmental Control District (LRD) to share information with and engage our customers and the public. Through this policy, the LRD recognizes the value and importance of using Social Media and establishes and defines principles of action that govern the proper use of Social Media by the LRD. This policy, and its provisions, apply to and serve as a guide to all LRD Governing Board Members, staff, interns, and volunteers that share information on behalf of the LRD via Social Media.

As a reminder, all LRD Social Media communications, including posts, direct messages, and comments, are subject to the Florida Public Records Act. The LRD's use of Social Media, therefore, must comply with Chapter 119, Florida Statutes and the LRD's Public Records, Record Retention, And Disposition Policy.

Policy

It is the policy of the LRD to establish and maintain Social Media accounts and posts to

- (1) increase public awareness of LRD programs,
- (2) promote the value and importance of LRD services, and
- (3) maintain open, professional, and responsive communications with customers and the public.

This Policy does not apply to the personal use of Social Media by LRD Governing Board Members, staff, interns, or volunteers except when the person:

1. communicates, shares, or receives information via Social Media to conduct official LRD business (such Social Media use creates a public record);
2. violates standards as set forth in LRD Personnel Policies & Procedures; or
3. makes a statement(s) that materially disrupts LRD business, materially disrupts a LRD facility, or substantially invades the rights of others, consistent with the law.

The goal of this policy is to effectuate a standard approach to the communication and sharing of information via Social Media. The principles and guidelines in LRD's Personnel Policies & Procedures apply to employee activities online. Each LRD employee is solely responsible for their posts online. Before creating online content, consideration should be given to the risks and rewards that are involved. Conduct that adversely affects the employee's job performance, the performance of colleagues, or otherwise adversely affects members, customers, suppliers, people who work on behalf of the LRD or the LRD's legitimate interests may result in disciplinary action.

Authority: LRD Rules Chapter 31-1 and 31-16; Florida Statutes Chapter 119 and 104.31

Date Approved by Governing Board: 07-17-2025~~10-15-2020~~

LRD Use of Social Media

- LRD Governing Board Members are prohibited from communicating with one another, including via Social Media, on matters that may reasonably come before the LRD Governing Board for action.
- The LRD may create Social Media accounts, and such accounts must only be used for official LRD communications, i.e., primarily to communicate succinct messages about LRD programs, services, activities, plans, initiatives, efforts, and emergencies.
- Social Media is a particularly ineffective tool for communicating about complex issues. The LRD will use more appropriate means to communicate detailed information about complex issues and to discuss concerns with citizens and others.
- Practical and legal considerations may constrain, prevent, or prohibit discussion of certain topics, e.g., ongoing litigation, via Social Media.
- Management of Social Media accounts and initiatives shall lie with the Executive Director or their designee(s).
- The LRD will provide Social Media training for all Authorized Users.
- Only Authorized Users may have access to LRD Social Media accounts. To be considered for Authorized User status, an employee must complete the Social Media Authorized User Form and document that they have completed the required training. The Executive Director, or his designee, has the sole authority to designate a Social Media Authorized User. Upon designation as a Social Media Authorized User, Authorized Users will be provided passwords and permission to post as “Loxahatchee River District” or “River Center.” LRD staff members who are not Authorized Users may request, through their Division Director, that an authorized user post a message on their behalf.
~~Only Authorized Users may have access to LRD Social Media accounts. Upon designation and completion of the Social Media Authorized User Form, Authorized Users will be provided passwords and permission to post as “Loxahatchee River District” or “River Center.” LRD staff members who are not Authorized Users may request, through their Division Director, that an authorized user post a message on their behalf.~~
- An Authorized User may post or comment on LRD’s Social Media as they deem appropriate (i.e., without advance review by management). Authorized Users must use good judgment when posting, i.e., refrain from posts that may be interpreted as offensive, obscene, demeaning, or inflammatory. Authorized Users must not engage in back-and-forth conversation regarding topics that are complex, controversial, or otherwise sensitive and should carefully consider which posts or comments warrant a reply (*see Social Media Response Process Flowchart*). Authorized Users are encouraged to seek management review or input when potentially engaging an emotionally charged discussion or topic on LRD Social Media.
- All Authorized Users must govern the content they post to LRD’s Social Media so that it reflects positively on the LRD. Authorized Users should always work to provide timely and worthwhile information.
- The LRD must not post knowingly inaccurate or misleading information. If a post is found to be inaccurate, a correction will be published as soon as practical.
- All LRD Social Media accounts are considered LRD property. Without prior written approval, LRD Employees may not remove content, change Social Media account names or passwords, or create similar accounts (e.g., with similar names and/or content) with an intent to mislead the public. The LRD maintains ownership of all content, contacts, and connections made through LRD Social Media.
- LRD Governing Board Members, staff, interns, and volunteers should not use personal Social Media accounts or posts to conduct official LRD business. If a LRD Governing Board Member, staff,

interns, or volunteer uses his/her personal Social Media to transact official LRD business, they must retain public records for such posts in accordance with Chapter 119, Florida Statutes and the LRD's Public Records, Record Retention, and Disposition Policy. Such posts may be subject to public records and discovery requests. If the LRD needs access to such Social Media accounts or posts for good cause, the individual voluntarily consents to provide these comments and/or posts to the LRD. If the individual refuses to provide these comments, the LRD has the authority to contact the online carrier to retrieve the relevant comments/posts.

- No LRD Governing Board Member, staff, intern, or volunteer may post or share any content that would influence or interfere with a political nomination or election while on duty or posting to a LRD social media account.

LRD's Social Media Standards

- Comments that thoughtfully engage, including criticism of, LRD activities, plans, programs, initiatives, efforts, and emergencies (but not individuals) will not be removed or altered except as provided for in this policy.
- The LRD will restrict or remove any content or comments deemed in violation of this policy or any applicable law.
- Posts or comments to the LRD's Social Media containing any of the following forms of content are not allowed and will be removed as soon as possible:
 - Profane language or content
 - Illicit or sexual content including links to illicit or sexual content
 - Illegal conduct or encouragement of illegal activity
 - Content that promotes, fosters, or perpetuates discrimination
 - Comments that are personal or character attacks
 - Advertisements not authorized by the LRD
 - Hyperlinks not posted by an authorized user
 - Information that may compromise the safety or security of the public or any public system
 - Content that violates a legal ownership interest of any other party
 - Content related to a political campaign including, but not limited to, content pertaining to fundraising activities promoting or opposing any person campaigning for election to a political office
 - Content that reveals confidential information
 - Comments not topically related to the post being commented upon

Records Retention

All LRD Social Media communications, including posts, direct messages, and comments, are subject to the Florida Public Records Act. The LRD's use of Social Media, therefore, must comply with Chapter 119, Florida Statutes and the LRD's Public Records, Record Retention, and Disposition Policy.

Definitions

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

- A. Authorized User: any LRD employee with written authorization by their Division Director and the Executive Director to access and post updates to the LRD's Social Media. Any Authorized User will immediately have their status revoked upon termination.
- B. Comments: short notes about a post or in response to a prior comment.

- C. Designated Manager: an LRD employee designated by the Executive Director to oversee Authorized User activities and review posts as appropriate.
- D. Hashtag (#): a word or phrase associated within a message to identify a keyword or topic of interest and facilitate a search for it. Hashtags are preceded by the pound sign (#) and can be a word or a short phrase (e.g., #loxrivercenter, #loxriverdistrict, #wastewater).
- E. Social Media: a wide variety of communication tools available through the internet. Social Media includes traditional platforms, e.g., Facebook, Instagram, Twitter, LinkedIn, YouTube, Pinterest, Snap Chat, ~~TikTok~~, as well as newer platforms that will undoubtedly emerge after this policy has been implemented. Social Media also includes websites, blogs, vlogs, message boards, chat rooms, instant messaging, online forums, social networking sites, wikis, microblogs and other sites and services that permit users to share information with others online and in a contemporaneous manner.
- F. Social Media Account: any registration, login credential, or network that is created or maintained for the purpose of establishing or perpetuating a Social Media presence.
- G. Social Media Post: a communication posted on Social Media, typically to communicate with others who “like” or “follow” the organization on a Social Media platform. Social Media Posts may appear on the organization’s activity feed and may include text, Hashtags, images, pictures, links, videos, or any other postable material.
- H. Social Networking: the use of Social Media to interact with others (people, organizations, and/or institutions), or to find others with certain interests.
- I. Tag: to tag a person or an organization means to create a link to that person’s or organization’s profile. The person or organization that is tagged in a post will be notified and the post may be added to the person’s or organization’s timeline or newsfeed.

Relevant Procedures

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

- A. LRD Social Media 101
- B. ~~Creating Website and Social Media Events~~River Center Website
- C. ~~Creating Constant Contact Emails~~
- D. ~~Posting to Community Calendars~~Community Calendars
- E. ~~YouTube Channels~~YouTube Videos
- F. Scheduling Social Media Posts with a Multi-Media PlatformHootsuite
- G. FareHarbor Links for Social Media
- H. River Center Website Events
- ~~F.I.~~ Facebook Events

Relevant Policies

The following policies may relate to this policy:

- A. Public Records, Record Retention, And Disposition Policy (LRD-POL-FIN-03.00)
- B. Environmental Education Policy (LRD-POL-EXE-07.00)
- C. Personnel Policy and Procedures (LRD-POL-EXE-02.00)

Applicability

This policy applies to all LRD Governing Board members, employees, interns, and volunteers.

Consequences

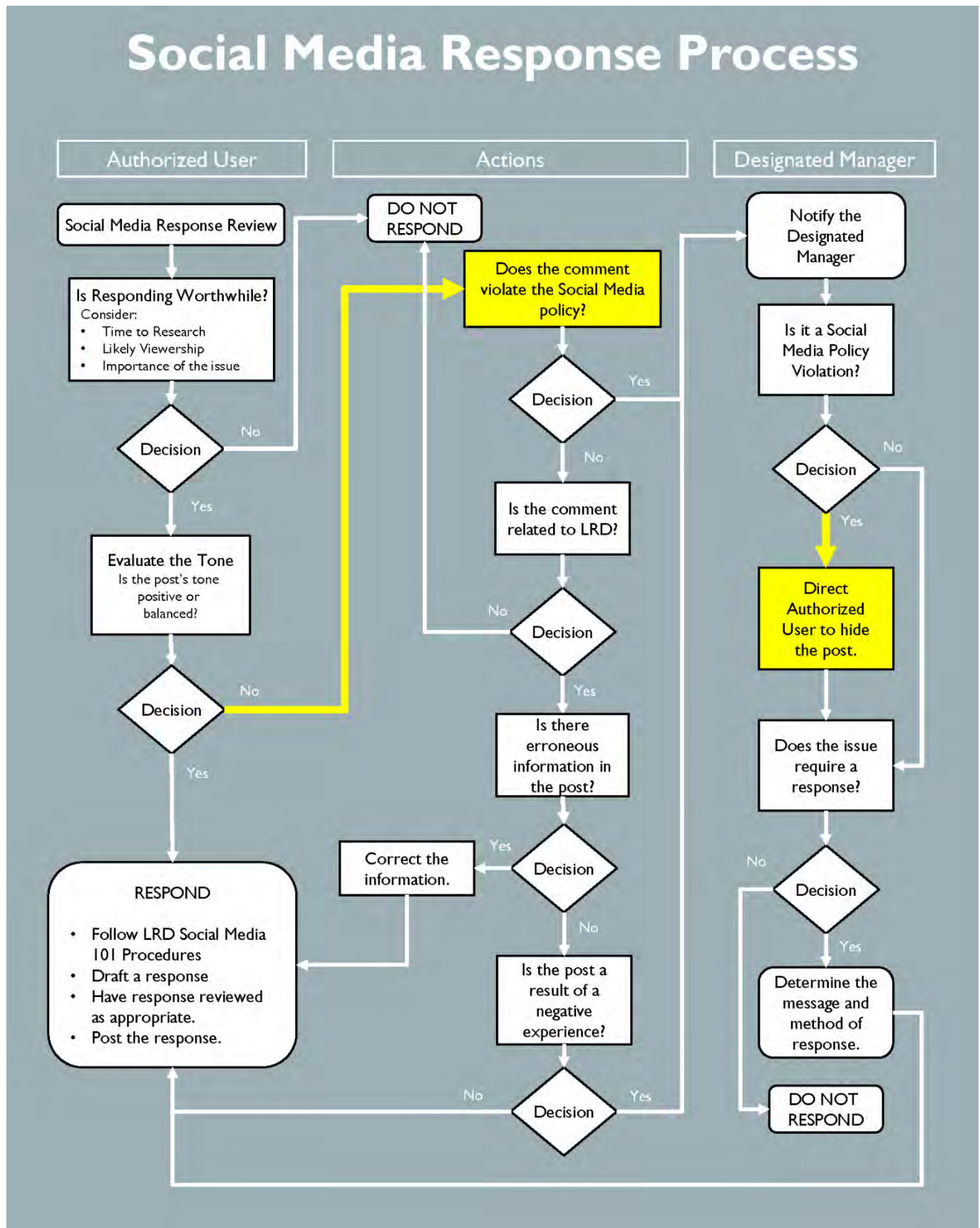
Use of Social Media that violates this policy may result in disciplinary action up to and including termination.

[Policy Questions](#)

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

Social Media Response Process Flowchart

Follow these steps when considering a response to a post or comment on LRD's Social Media:





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: LRD Administrative Committee
From: Kara Fraraccio, Director of Finance and Administration
Date: July 11, 2025
Subject: Retirement Plan Investment Advisor

Burgess, Chambers, and Associates (BCA) has served as the Fiduciary Advisor for the LRD Retirement Plan since 2020. The Administrative Committee has found the services provided by Mr. Wan and the BCA team to be satisfactory and in the best interest of the District and the Retirement Plan. Burgess, Chambers, and Associates is requesting the District consider increasing their annual fee from \$18,000 to \$20,000. This is the first time BCA has requested a contract adjustment.

The Administrative Committee (Mr. Boggie, Dr. Rostock, Dr. Arrington, Mr. Jesteadt, and Ms. Fraraccio) discussed the request and unanimously approved the following motion:

“That the LRECD Administrative Committee approves of increasing the BCA annual fee from \$18,000 to \$20,000, requests Bonni Jensen of Klausner, Kaufman, Jensen & Levinson, draft an addendum adjusting the annual fee to \$20,000 effective July 1, 2025, and authorize the Executive Director to execute said addendum.”

Bonni Jensen, with Klausner, Kaufman, Jensen & Levinson, comprehensively reviewed the existing agreement with BCA and determined that, in order to comply with current Florida Statutes, entering a new agreement would be preferable.

At this time, I request the Governing Board approve the following motion:

“THAT THE DISTRICT GOVERNING BOARD approves increasing the Burgess, Chambers, and Associates annual fee from \$18,000 to \$20,000, and authorizes the Executive Director to execute the updated agreement drafted by Klausner, Kaufman, Jensen & Levinson.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

**AGREEMENT FOR INVESTMENT PERFORMANCE MONITORING
AND ADVISORY SERVICES**

THIS AGREEMENT entered into this ____ day of _____, 2025, between **BURGESS CHAMBERS AND ASSOCIATES, INC.**, (hereinafter called "Monitor"), and the **LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**, (hereinafter called "Client").

W I T N E S S E T H:

WHEREAS, Monitor is in the business of providing investment performance monitoring and advisory services; and

WHEREAS, Client is vested with the authority and responsibility for the investment and administration of the assets of the Loxahatchee River Environmental Control District Money Purchase and Plan Trust, (hereinafter referred to as the "Plan") and;

WHEREAS, the Monitor represents that it is skilled in the area of investment performance monitoring, and is free and independent of the influence of any Investment Manager;

WHEREAS, Client desires Monitor to provide investment performance monitoring and advisory services with respect to the Plan;

NOW, THEREFORE, in consideration of the premises and mutual promises herein contained, the parties agree as follows:

A. APPOINTMENT OF MONITOR:

The Client appoints the Monitor as an independent consultant to assist the Client in the ongoing monitoring of the investment performance of investment vehicles available to participants and finding replacements, if necessary.

B. SERVICES OF MONITOR

Monitor shall provide the following services to Client as shown below:

1. Investment Policy/Guideline Review.

2. Quarterly plan Review
3. Plan design enhancements.
4. Draft investment and education policies.
5. Provide fiduciary oversight and compliance.
6. Fund due diligence, recommendations, and compliance.
7. Trustee and participant education.
8. Participant communication strategies.
9. Provide bench marking services for the investment vehicles:
 - a. Measurement by Objective/Performance Analysis with written reports and oral presentations to the Board on a quarterly basis.
 - b. Monitor and report on investment manager's compliance with prospectus.

C. RESPONSIBILITIES OF CLIENT

Client agrees to provide or cause its accountants, trustees, investment managers and legal advisors to provide information regarding income, investment performance, and other pertinent matters relating to the Plan as requested by Monitor from time to time. Client, through its authorized representative, also agrees to communicate the Plan's needs and goals to Monitor and to keep Monitor informed of changes in Client's situation, needs and goals. Monitor shall not be required to verify any information obtained from Client, Client's or Plan's accountants, actuaries, trustees, investment managers and legal advisors and is expressly authorized to rely thereon.

D. CONFIDENTIALITY

All information and advice furnished by either party to the other, including their agents and employees, shall be treated as confidential and not disclosed to third parties except as agreed upon in writing or required by law. Monitor is herein given absolute authority by Client to disclose, provide copies of,

and communicate information obtained from Client or developed by Monitor to Client's Recordkeeper and Client's attorney.

E. BASIS OF ADVICE

Client acknowledges that Monitor obtains information from a wide variety of publicly available sources and certain private sources. The advice provided by Monitor to Client is based upon its analysis of such information.

F. REPRESENTATIONS OF MONITOR

Monitor hereby represents that:

1. Monitor is not the Client's investment manager nor is Monitor in any way compensated by nor does Monitor have any affiliation whatsoever with any Plan investment manager; and
2. Monitor will make all calculations according to the Bank Administration Institute method of calculating time weighted rates of return; and
3. Monitor has at least five (5) years experience in the public sector monitoring pension plan performance.

G. FEES TO MONITOR

Beginning July 1, 2025 and in consideration of the services rendered by Monitor, Client shall pay to Monitor an annual fee of \$20,000.00, payable quarterly in arrears. Monitor agrees not to seek a fee rate increase for at least three (3) years from the effective date of this Agreement. In the event that another client of Monitor, under similar circumstances, with similar strategies and objectives is provided a more favorable fee schedule, the Trustees shall be provided the same more favorable fee schedule, notwithstanding the provisions of this Section G.

H. TERMINATION

Client may terminate this Agreement at any time on thirty (30) days written notice or Monitor may terminate this Agreement at any time on ninety (90) days written notice and charges for services completed will be prorated based on the total fees as set forth in Paragraph G.

This Agreement may be immediately terminated, at no cost to the Plan, in the event that Burgess Chambers and Associates, Inc. is found to have been placed on the Scrutinized Companies or Other Entities that Boycott Israel List or is engaged in the prohibited boycott of Israel.

I. MISCELLANEOUS

1. This Agreement shall be applicable only to the services individually prepared for Client. It shall not relate to any advice given by any person or persons not specifically designated by Monitor in writing to perform such services. By execution of this Agreement, the Monitor acknowledges that it is a fiduciary of the Plan within the meaning of the Employee Retirement Income Security Act of 1974 ("ERISA") and Section 112.656, Florida Statutes.
2. Neither party hereto may assign, convey, or otherwise transfer any of its rights, obligations, or interest herein without the prior express written consent of the other party.
3. This Agreement represents the complete agreement of the parties with regard to the subject matter and supersedes any prior understanding or agreement, oral or written.
4. This Agreement may be amended or revised only by an instrument in writing signed by Client and Monitor.
5. The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Florida.
6. This Agreement may be executed in several counterparts, each of which shall be deemed an original.
7. Any action arising under this Agreement shall be brought exclusively in Palm Beach County.
8. This Agreement shall become effective July 1, 2025.

9. Monitor agrees to obtain and maintain in full force and effect under the terms of this Agreement, professional liability insurance in the amount of \$2,000,000.00, inclusive of cyber liability insurance. Monitor agrees to annually provide a certificate of insurance to the Board evidencing the required coverage.

J. REQUIRED DISCLOSURES

Monitor is an investment adviser registered with the Securities and Exchange Commission under the Investment Advisors Act of 1940. Monitor shall deliver information providing disclosures regarding the Monitor's background and business practices along with Part II of Monitor's Form ADV filed with the S.E.C. Monitor shall provide a copy of the required disclosure on an annual basis. Monitor assumes fiduciary responsibility for recommendations of passive strategies, mutual funds, and other investment vehicles.

K. PUBLIC ENTITY CRIMES BILL

Section 287.133, Florida Statutes, provides that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

L. NOTICE OF CHANGES

The Monitor shall immediately inform the Client of any changes in ownership or key personnel of the Monitor or changes in the Monitor's employees assigned to service the Client. Monitor shall also immediately notify the Client of

the commencement and progress of any SEC action, administrative action, or litigation against Monitor.

All notices, requests, demands or other communications for or required by this Agreement (or any instrument or document delivered pursuant to this Agreement) will be in writing by mail or electronic mail to the respective parties as set forth below:

If to Client:

Ms. Kara Fraraccio
2500 Jupiter Park Drive
Jupiter, Florida 33458
Kara.fraraccio@lrecd.org

With a copy to Legal Counsel:

Klausner, Kaufman, Jensen & Levinson
7080 NW 4th Street
Plantation, Florida 33317
Bonni@robertdklausner.com

If to Monitor:

Mr. Frank Wan
Burgess Chambers and Associates, Inc.
315 E. Robinson Street, Suite 690
Orlando, Florida 32801
Fwan@burgesschambers.com

M. REGISTRATION

Monitor warrants that it shall be registered, if required, as an investment advisor with the Florida Department of Banking and Finance pursuant to Chapter 517, Florida Statutes, and that it will maintain said registration for as long as this Agreement continues in effect.

N. ATTORNEY FEES

If Client engages an attorney, accountant, or other advisor to enforce the terms of this Agreement, whether by administrative action, legal action, litigation, or otherwise, and should the Fund prevail or obtain any relief or remedy as a result of such action, then Monitor shall pay to the Client its reasonable attorney's fees, accountants' fees, advisors' fees and costs.

O. **PUBLIC RECORDS**

In accordance with the provisions of Chapter 119.0701(2), Florida Statutes:

1. **IF THE MONITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE MONITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: KARA FRARACCIO, KARA.FRARACCIO@LRECD.ORG, 561-401-4002, 2500 JUPITER PARK DRIVE, JUPITER, FL 33458.**
2. The Monitor must comply with public records laws, specifically to:
 - a. Keep and maintain public records required by the Client to perform the service.
 - b. Upon request from the Client's custodian of public records, provide the Client with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
 - c. Ensure that the public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of the Agreement and following completion of the Agreement if the Monitor does not transfer the records to the Client.
 - d. Upon completion of the Agreement, transfer, at no cost to the Client, all public records in possession of the

Monitor or keep and maintain public records required by the Client to perform the service. If the Monitor transfers all public records to the Client upon completion of the Agreement, the Monitor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Manger keeps and maintains public records upon completion of the Agreement, the Monitor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Client, upon request from the Client's custodian of public records, in a format that is compatible with the information technology systems of the Client.

P. **E-VERIFY**

Pursuant to Section 448.095, Florida Statutes, Monitor agrees to register with and use the E-Verify system to verify the work authorization status of all employees hired on and after January 1, 2021. Additionally, Monitor agrees to require any subcontractor to provide them with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized person.

Q. **SECTION 112.662, FLORIDA STATUTES**

The Consultant is familiar with the applicability and requirements of Section 112.662, Florida Statutes, and agrees to only provide managers for consideration based solely on pecuniary factors as defined by Section 112.662, Florida Statutes.

R. REQUIRED AFFIDAVITS

1. In accordance with Florida law, the Consultant hereby represents that it does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, as certified by the attached Human Trafficking Affidavit (Exhibit A).
2. In accordance with Florida law, the Consultant hereby represents that it is not owned by a government of a foreign country of concern; no government of a foreign country of concern has a controlling interest in the entity; and the entity is not organized under the laws of or has its principal place of business in a "foreign country of concern", as defined in Section 287.138, Florida Statutes, and as certified by the attached Company Not an Entity of a Foreign Country of Concern Affidavit (Exhibit B).

IN WITNESS WHEREOF, the Client has signed duplicates hereof, and Monitor had caused its corporate name to be signed to said duplicates by its proper officers thereunder duly authorized on the day and in the year first above written

**BURGESS CHAMBERS AND
ASSOCIATES, INC.**

By: Dominique N. Chauhan
As Chief Compliance Officer

ATTEST:

By: Frank Wan
As Secretary / SVP

**LOXAHATCHEE RIVER
ENVIRONMENTAL CONTROL
DISTRICT**

By: _____
As Chairman

ATTEST:

By: _____
As Secretary

EXHIBIT A

Human Trafficking Affidavit

The undersigned, on behalf of Contractor, hereby attests as follows:

- A. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the Board from executing, renewing, or extending a contract to entities that use coercion for labor or services.
- B. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

I, the undersigned, am an officer or representative of the non-governmental entity named below, and hereby represent that I: make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind, and make the above attestation on behalf of, the Contractor.

Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true. Further Affiant sayeth naught.

Contractor: Burgess Chambers & Associates, Inc.

Authorized Signature: Dominique N. Chaviano

Date: 07/03/2025

Printed Name: Dominique N. Chaviano

Title: Chief Compliance Officer

STATE OF Florida

COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of July, 2025, by Nikki Chaviano, as Chief Compliance Officer on behalf of the company/corporation. They ☒ are personally known to me or ☐ have produced _____ as identification.

Mitchel Brennan
Signature of Notary Public

Mitchel Brennan
Name of Notary Typed, Printed or Stamped
My Commission Expires: Nov. 9, 2025

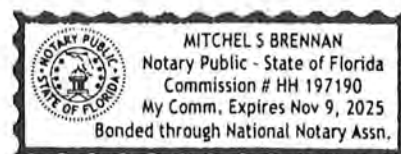


EXHIBIT B

COMPANY NOT AN ENTITY OF A FOREIGN COUNTRY OF CONCERN

For purposes of this affidavit, "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

The undersigned, on behalf of the entity listed below hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth herein.
2. I am an officer or representative of Burgess Chambers & Associates, Inc. (herein after "Entity"), and I am authorized to provide this affidavit on its behalf.
3. Entity is not owned by the government of a foreign country of concern.
4. No government of a foreign country of concern has a controlling interest in Entity.
5. Entity is not organized under the laws of or has its principal place of business in a foreign country of concern.
6. If, at any time in the future, Entity does become owned by a foreign country of concern, if a foreign country of concern acquires a controlling interest in Entity, or Entity becomes organized under the laws of or relocated to a foreign country of concern, Entity will immediately notify the Pension Fund and no contracts may be executed, renewed, or extended between the parties.
7. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by Pension Fund.

Company: Burgess Chambers & Associates, Inc.

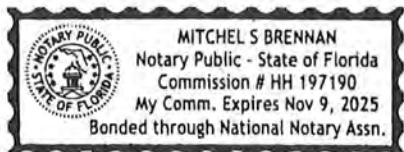
Authorized Signature: Dominique N. Chaviano **Date:** 07/03/2025

Printed Name: Dominique N. Chaviano

Title: Chief Compliance Officer

STATE OF Florida
COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of July, 2025, by Nikki Chaviano, as Chief Compliance Officer on behalf of the company/corporation. They ☒ are personally known to me or ☐ have produced _____ as identification.



Mitch Brennan
Notary Public Signature

(Affix Notary Stamp or Seal)

Mitchel Brennan
Print, Type or Stamp Name of Notary

My commission expires: Nov. 9, 2025



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: LRD Administrative Committee
From: Kara Fraraccio, Director of Finance and Administration
Date: July 11, 2025
Subject: Moving Expense Policy Update

As part of our scheduled policy review, staff have systematically reviewed the Moving Expense Policy. The last revision to this policy was approved by the Governing Board in August 2020. Following this memo, you will find the draft Moving Expense Policy with recommended revisions shown using track changes. The most significant revision to the policy is the updating the relocation distance from 50 miles to 120 miles away from 2500 Jupiter Park Drive, Jupiter, FL.

At this time, I request the Governing Board approve the following motion:


“THAT THE DISTRICT GOVERNING BOARD ratify and approve the attached Moving Expense Policy, effective July 17, 2025, and authorize the Executive Director to update the Moving Expense Policy from time to time and periodically present it to the Governing Board for ratification and approval.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

	LOXAHATCHEE RIVER DISTRICT	Doc No:	LRD-POL-HR-01.00
		Effective Date	8/1821/20250
		Revision History:	New
Author: Kara Fraraccio		Revision No.	1
		Review Date:	8/203025
		Page:	Page 1 of 2
Issuing Department: Finance and Administration			

MOVING EXPENSE POLICY

Purpose

The District recognizes that allowances for relocation may be necessary to recruit skilled professional, supervisory, and technical staff. This policy has been developed to set forth the parameters for reimbursement of Moving Expenses for prospective employees of the District.

Policy

Reimbursement of Moving Expenses may be considered when the District believes it is necessary, for the public benefit, to recruit a highly qualified employee. The District will reimburse eligible employees for reasonable and legitimate Moving Expenses incurred to move Household Goods in relocation. To be eligible for reimbursement of moving expenses, a prospective employee's residence must be at least 50 miles away from 2500 Jupiter Park Drive, Jupiter, FL.

The payment of Moving Expenses requires the approval of the Delegated Authority before the move is made. The employee must secure estimates from three reputable movers or rental companies; the Human Resources Department reserves the right to choose the carrier if there is greater than a ten-percent variance. Employees who have been reimbursed for Moving Expenses and who, for any reason other than layoff, terminate their employment with the District within two years from the date of initial hire must reimburse the District for the full amount of the Moving Expenses originally paid.

Definitions

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

- A. Delegated Authority: The District Governing Board, Executive Director or Deputy Executive Director with preference given to the Executive Director.
- B. Household Goods: Personal effects and property used or to be used in an employee's dwelling. It does not include construction materials, animals (except domestic pets), or sporting/recreational equipment that cannot be carried in the moving van.
- C. Moving Expenses: Limited to the cost of packing and shipping of Household Goods and personal vehicle; also includes cost of truck rentals, fuel or mileage, and lodging for those employees who choose to move themselves.

Relevant Procedures

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

- A. Moving Expense Reimbursement Procedures ~~(under development)~~
- B. Travel Expense Reimbursement Procedures

Authority: Florida Statutes 112.061, as amended and Florida Administrative Code 60L-32.004

Date Approved by Governing Board: ~~8/20/2025~~

Relevant Policies

- A. ~~Travel Expense Reimbursement Policy (under development)~~ Personnel Policies and Procedures

Policy Questions

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



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: LRD Administrative Committee
From: Kara Fraraccio, Director of Finance and Administration
Date: July 11, 2025
Subject: Disposal of Surplus Tangible Personal Property Policy Update

As part of our scheduled policy review, staff have systematically reviewed the Disposal of Surplus Tangible Personal Property Policy. The last revision to this policy was approved by the Governing Board in July 2020. Following this memo, you will find the draft Disposal of Surplus Tangible Personal Property Policy with recommended revisions shown using track changes. The most significant revision to the policy is the addition of language authorizing a trade-in option, in alignment with the provisions of FS Chapter 274.04.

At this time, I request the Governing Board approve the following motion:


“THAT THE DISTRICT GOVERNING BOARD ratify and approve the attached Disposal of Surplus Tangible Personal Property Policy, effective July 17, 2025, and authorize the Executive Director to update the Disposal of Surplus Tangible Personal Property Policy from time to time and periodically present it to the Governing Board for ratification and approval.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

	LOXAHATCHEE RIVER DISTRICT	Doc No:	LRD-POL-FIN-03.00
		Effective Date	7/17 8 /2025 9
		Revision History:	New
Author: Kara Fraraccio		Revision No.	1
		Review Date:	7/20 30 25
Issuing Department: Finance and Administration		Page:	Page 1 of 3

DISPOSAL OF SURPLUS TANGIBLE PERSONAL PROPERTY POLICY

Purpose

The District has the discretion to classify as Surplus any of its Tangible Personal Property that is obsolete or the continued use of which is uneconomical, unsafe, inefficient, or no longer serves a useful function. This policy has been developed to set forth the parameters for identifying, authorizing, and executing the disposal of such Tangible Personal Property.

Policy

From time to time certain District owned Tangible Personal Property will become inoperable, obsolete or may exceed its normal Useful Life. Under such circumstances, it becomes prudent and operationally efficient to dispose of such items. When a department has reason to believe that District Tangible Personal Property has outlived its usefulness, an Asset Disposal Form must be completed and submitted to the Finance Department. The Executive Director or his designee must approve of any such disposal before seeking Board approval.

The originating Department Director will be responsible for determining the condition of the Tangible Personal Property and its estimated value. When aging infrastructure is replaced by either Renewal or Replacement, the Director of Finance and Administration will work with qualified personnel to determine the estimated original cost of the infrastructure that was replaced.

The District's determination to dispose of Surplus Tangible Personal Property pursuant to this policy, instead of pursuant to other provisions of law, is at the election of the District in the reasonable exercise of its discretion (sensu FS 274.06).

Authorization for disposal of any type Tangible Personal Property must be recorded in the minutes of the Governing Board meeting. Governing Board approval of disposal of an item will constitute authorization to remove the item from inventory accountability and the District Capital Asset records. In order to maintain accurate Capital Asset records, disposals must be recorded promptly.

Surplus Tangible Personal Property must be auctioned, donated, destroyed, or abandoned, according to the following guidelines:

- a. Surplus Tangible Personal Property may be disposed of for value without bids to the state, to any governmental unit, or to any political subdivision.
- b. Surplus Tangible Personal Property purchased with grant proceeds will be disposed of in accordance with the grant agreement.

Authority: Florida Statutes 274, as amended

Date Approved by Governing Board: 7/16~~17~~/2020~~2025~~

- c. Surplus Tangible Personal Property with no commercial value, including Surplus Tangible Personal Property that received no bids through a Public Auction, may be donated to another governmental entity or a Qualified Nonprofit Agency or disposed of as scrap or trash.
- d. Whenever acquiring property, the District may exchange property with the seller as a trade-in and apply the exchange allowance to the cost of the property acquired. Prior to completing any trade-in transaction, the District must evaluate and document that the trade-in value offered is reasonable and in the best interest of the District, based on available market data, estimated fair value, or comparable sales.
- e. Surplus Tangible Personal Property with an estimated value of less than \$5,000 will be sold by Public Auction to the highest responsible bidder. If it is determined that Public Auction is not deemed practical from an economic sense, Surplus Tangible Property can be disposed of in another cost-effective manner ~~(i.e., traded in)~~.
- ~~d.f.~~ Surplus Tangible Personal Property with an estimated value of \$5,000 or more will be sold by Public Auction to the highest responsible bidder after publication of notice, not less than 1 week nor more than 2 weeks prior to sale, in a newspaper of general circulation in the Town of Jupiter or Palm Beach County.
- ~~e.g.~~ The cost of transferring Surplus Tangible Personal Property will be paid by the entity receiving the Surplus Tangible Personal Property.

Definitions

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

- A. Capital Asset: Tangible Personal Property with a minimum acquisition value as specified in LRD-POL-FIN-02.00 and which is recorded in the official capital asset records of the District.
- B. Consumable: item that (1) is intended to be used up and then replaced or (2) does not meet the threshold specified in Florida Rule 69I-73.002, as amended.
- C. Public Auction: methods by which the public can purchase Surplus Tangible Personal Property through a competitive process, including in-house computerized auctions, internet auctions (e.g., GovDeals, eBay), and sealed bids.
- D. Renewal: to extend the useful life of an asset via improvement or enhancement.
- E. Replace: to restore the functionality of an existing asset by placement of a new asset with similar or improved performance characteristics.
- F. Surplus Tangible Personal Property: Tangible Personal Property of a non-consumable nature which is declared to be obsolete or the continued use of which is uneconomical, unsafe, inefficient, or no longer serves a useful function.
- G. Tangible Personal Property: all items of non-consumable property, other than real property, that meet the threshold specified in Florida Rule 69I-73.002, as amended.
- H. Qualified Nonprofit Agency: an organization that has met the requirements of Florida Statutes Chapter 273.01(3).
- I. Useful Life: the expected number of years a Capital Asset will be in service for its intended purpose.

Relevant Procedures

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

- A. Disposal of Surplus Tangible Personal Property Procedures
- B. Capital Asset Recordkeeping Procedures

Relevant Policies

- A. Capital Asset Policy
- B. Maintenance Policy

Policy Questions

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



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
Jason Pugsley, P.E., Plant Manager
Courtney Jones, P.E., Director of Engineering
DATE: July 17, 2025
SUBJECT: R24023 / Plant Lift Station No. 001 Control Panel Replacement

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

The proposed scope of services, which was budgeted in FY25 for \$165,000, is proposed to be completed using ITB 24-006-00136 General Electrician Services contract, as detailed in the attached proposal. The control panel was previously purchased by the District at a cost of \$65,307.31. The current request, including the proposed contingency, exceeds the budgeted project cost by \$57,021.33. This exceedance is associated with the supply and install of new power and control conduit/cabling between Plant Lift Station No. 1 and the Solids Dewatering Electrical Room which was not initially anticipated. The replacement of the existing power service feed is required to accommodate the increased electrical loads associated with the new lift station control panel which is equipped with variable frequency drives and an integrated air conditioner unit. The installation of additional control feeds is required to interconnect the existing programmable logic controller (PLC) located within the solids dewatering control room to the lift station panel. This eliminated the need to include a dedicated PLC in the lift station panel with associated network switch. The total length of the four (4) required conduit/cabling runs is approximately 400-ft/each. Another factor which contributed to the cost increase was the variable market conditions, including inflationary impacts, since the time the project was originally budgeted.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD approve utilization of contract for ITB #24-006-00136 General Electrician Services and authorization of a separate PO to complete the Plant Lift Station No. 001 Control Panel Replacement project in the amount of \$142,464.02 and approve a contingency amount of \$14,250.00”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER



Hinterland Group, Inc.
2051 W Blue Heron Blvd
Riviera Beach, FL 33404
(561) 640-3503 - Phone

ALL PO's/Contractual Issuances are to be emailed to: info@hinterlandgroup.com

Proposal # 24-0098-12

ADDRESS

Loxahatchee River District
Courtney Jones, PE
courtney.jones@lrecd.org

DATE: 7/8/2025

JOB NAME: Plant Lift Station 01 Control Panel

ACTIVITY	QUANTITY	UNIT	RATE	AMOUNT
Labor Rates				
Master Electrician	40	HR	\$309.00	\$12,360.00
Journeyman Electrician	120	HR	\$257.50	\$30,900.00
Apprentice/Electrician Helper	240	HR	\$216.30	\$51,912.00
Operator	40	HR	\$154.50	\$6,180.00
Laborer	80	HR	\$123.60	\$9,888.00
Project Manager	8	HR	\$231.75	\$1,854.00
Materials				
City Electric Proposal	1	LS	\$19,892.75	\$19,892.75
Asphalt	8	TON	\$225.00	\$1,800.00
15% Material Markup	1	LS	\$3,253.91	\$3,253.91
Equipment				
Mini Excavator	40	HR	\$96.16	\$3,846.40
15% Equipment Markup	1	LS	\$576.96	\$576.96
TOTAL				\$ 142,464.02

Notes:

1. Proposal based on contract #24-006-00136 General Electrician Services

ALL PO's/Contractual Issuances are to be emailed to: info@hinterlandgroup.com

Accepted By: _____

Accepted Date: _____



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
Jason Pugsley, P.E., Plant Manager
Courtney Jones, P.E., Director of Engineering
DATE: July 17, 2025
SUBJECT: ITB #24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services – Hinterland Group, Inc.

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

In October 2023, the District awarded contract ITB #24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services to Hinterland Group, Inc. and Felix Civil Construction, LLC. The contract term was for 1-year with the option for 4 additional 1-year extensions. In October 2024, the District approved the first 1-year extension to Hinterland Group, Inc. and Felix Civil Construction, LLC.

Both Hinterland Group, Inc. and Felix Civil Construction, LLC have satisfactorily performed numerous projects under this contract and Staff are satisfied with the coordination and performance of both contractors. As such, it is recommended that the District renew contract ITB #24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services with Hinterland Group, Inc. and Felix Civil Construction, LLC for the third 1-year contract extension.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize award of a third 1-year term contract for ITB #24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services to Hinterland Group, Inc. in an amount not to exceed \$500,000 and to Felix Civil Construction, LLC in an amount not to exceed \$500,000.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT BID**ITB # 24-001-00131****WASTEWATER AND I.Q. WATER GENERAL CONSTRUCTION SERVICES AND
EMERGENCY / ON-CALL REPAIR SERVICES****BID RESPONSE**

In accordance with the terms, conditions, and specifications, the undersigned bidder hereby submits the following prices for supplying the Loxahatchee River District with the goods and/or services called for in ITB # 24-001-00131. This project will be awarded to the lowest responsive, responsible bidder (s) within budget.

BID ITEM NO.	DESCRIPTION	EST QTY	UNIT	UNIT COST	TOTAL
GENERAL CONDITIONS					
1	Mobilization/Demobilization (work total ≤ \$25,000.00) – First Day	1	LS	4,500.00	4,500.00
2	Mobilization/Demobilization (work total ≤ \$25,000.00) – Each Additional Day	1	EA	250.00	250.00
3	Mobilization/Demobilization (work total \$25,000.01 to \$100,000.00) – First Day	1	LS	2,500.00	2,500.00
4	Mobilization/Demobilization (work total \$25,000.01 to \$100,000.00) – Each Additional Day	1	EA	500.00	500.00
5	Mobilization/Demobilization (work total > \$100,000.00) – First Day	1	LS	1,500.00	1,500.00
6	Mobilization/Demobilization (work total > \$100,000.00) – Each Additional Day	1	EA	500.00	500.00
7	Maintenance of Traffic – Signage Only per Day	1	EA	50.00	50.00
8	Maintenance of Traffic – Flaggers per Day	1	EA	600.00	600.00
9	Maintenance of Traffic – Sign Board per Day	1	EA	85.00	85.00
10	MOT Plans	1	SHEET	350.00	350.00
EQUIPMENT					
11	Wheeled Excavator (≤175HP)	1	<u>HOUR</u>	65.00	65.00
12	Skid Steer	1	<u>HOUR</u>	85.00	85.00
13	Excavator / Backhoe (≤ 175HP)	1	<u>HOUR</u>	225.00	225.00

ITB#24-001-00131

ADDENDUM #2

BID ITEM NO.	DESCRIPTION	EST QTY	UNIT	UNIT COST	TOTAL
14	Excavator / Backhoe (≥ 175 HP)	1	<u>HOUR</u>	225.00	225.00
15	Articulated Wheel Loader	1	<u>HOUR</u>	110.00	110.00
16	Backhoe/Loader Combo	1	<u>HOUR</u>	65.00	65.00
17	Bulldozer (<110 HP)	1	<u>HOUR</u>	100.00	100.00
18	Double Drum Compactor Wacker W74 or Equal	1	<u>HOUR</u>	65.00	65.00
19	Vibratory Plate Compactor VPR 1740 or Equal	1	<u>HOUR</u>	25.00	25.00
20	Water Truck	1	<u>HOUR</u>	140.00	140.00
21	Vacuum Truck	1	<u>HOUR</u>	350.00	350.00
22	Tanker Truck (<3,000 gallon)	1	<u>HOUR</u>	350.00	350.00
23	Tanker Truck (>3,000 gallon)	1	<u>HOUR</u>	500.00	500.00
23	Generator with Mass Lighting	1	<u>HOUR</u>	25.00	25.00
24	Flat Bed Truck under 25,000 lbs GVW	1	<u>HOUR</u>	75.00	75.00
25	18 Yard Dump Truck	1	<u>HOUR</u>	200.00	200.00
26	Service Truck with Equipment and Tools	1	<u>HOUR</u>	150.00	150.00
27	Cleaning / Television Inspection Equipment	1	<u>HOUR</u>	525.00	525.00
28	Portable/Towable Air Compressor w/ hose and tools (High Volume > 100 CFM)	1	<u>HOUR</u>	30.00	30.00
29	Portable/Towable Self Priming Pump w/sound attenuating enclosure	1	<u>HOUR</u>	200.00	200.00
30	Ride-On Sweeper	1	<u>HOUR</u>	65.00	65.00
31	Trench Shoring	1	<u>HOUR</u>	80.00	80.00
32	Dewatering Using Well Point Dewatering System, equal to 25 Well Points	1	<u>HOUR</u>	400.00	400.00
LABOR					

ITB#24-001-00131
ADDENDUM #2

BID ITEM NO.	DESCRIPTION	EST QTY	UNIT	UNIT COST	TOTAL
33	Foreman	1	HOUR	145.00	145.00
34	Laborer	1	HOUR	100.00	100.00
35	Operator	1	HOUR	125.00	125.00
36	Truck Driver	1	HOUR	150.00	150.00
TOTAL BASE BID =					15,410.00

*ALL WORK PERFORMED UNDER THIS CONTRACT WILL BE PAID TO THE CONTRACTOR ON A TIME AND MATERIAL BASIS USING THE UNIT PRICES ESTABLISHED IN BID ITEMS 1 THROUGH 36. MATERIALS AND SUB-CONTRACTOR WORK WILL INCLUDE UP TO 15% MARK-UP. A 1.5 MULTIPLIER WILL BE APPLIED TO EMERGENCY / ON-CALL.

All unit prices bid should be within two (2) decimal points. If bidder's pricing exceeds two (2) decimal points, Purchasing reserves the right to round up or down accordingly.

Is bidder's Qualification information included?

YES INITIAL DD

Is proof of ability to provide insurance provided?

YES INITIAL DD

Is licensing provided?

YES INITIAL DD

Health, Safety and Environmental submittal is provided?

YES INITIAL DD

BIDDER'S FIRM NAME: Hinterland Group Inc.

BIDDER'S SIGNATURE: Daniel Duke III, President

(Failure to sign by a duly authorized representative shall result in rejection of this bid)

By signature on this document, bidder acknowledges and agrees that its offer includes and accepts all terms, conditions, and specifications of the District's bid solicitation as originally published, without exception, change or alteration of any kind, except as may have been published by the District in official amendments prior to this date of submittal.

FIRM ADDRESS: 2051 W Blue Heron Blvd., Riviera Beach, FL 33404

FIRM TELEPHONE NUMBER: 561-640-3503

FIRM E-MAIL ADDRESS: info@hinterlandgroup.com

APPLICABLE LICENSE(S): CGC1520354 / CUC1224634 / EC13003615

FIRM FEDERAL ID #: 20-5156844

ITB#24-001-00131

ADDENDUM #2

OWNER	Loxahatchee River Environmental Control District	CONTRACT NO.	24-001-00131	
ADDRESS	2500 Jupiter Park Drive	CONTRACTOR	Hinterland Group, Inc.	
CITY / STATE / ZIP	Jupiter, FL 33458	PERIOD OF PERFORMANCE	FROM	TO
			October 2024	September 2025
CONTRACT PROJECT MANAGER	Courtney Jones, P.E., Director of Engineering	LOCATION OF PERFORMANCE	Palm Beach and Martin Counties	

INSTRUCTIONS: This form can be completed on the computer or printed and completed by hand. Use the mouse to navigate. To check or uncheck a box, **'double click' the box**. If further direction is required on how to complete this evaluation or where to submit it, please contact your Contracting Officer. Comment boxes are formatted to automatically wrap the entered text. Check the box that best describes the level in which the Contractor supported the area described. Comments are essential and must substantiate your rating selection. N/A = not applicable. If additional space is required, use page 2 of the form or attach additional page(s).

SEE PAGE 3 FOR EVALUATION RATINGS DEFINITIONS

1. Quality. Contractor conformed to contract requirements. Was capable, efficient and effective in supporting the programs of this contract. Provided well maintained equipment and highly qualified personnel. Finished product meets the quality requirements set forth in the contract.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

2. Schedule. Contractor was prepared and available to begin work on contract start date and provided daily coverage during the contract period with little to no disruption or unavailability. Contractor completed the work within the dates specified in the contract and any approved extensions of time.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

3. Change Orders. Contractor conformed to contract requirements, providing complete documentation and was reasonable in the negotiations for time and costs. Contractor did not engage with frivolous or unsupported change order requests. Contractor met time requirements in the contract for identification and quantification of additional or deleted work.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

4. Management. Contractor and on-site representatives were professional, well qualified, and committed to customer satisfaction and safety of operations. Contractor provided necessary support for key personnel and if applicable, took necessary action to correct or replace any personnel. Contractor was timely and complete with shop drawings, pay applications, releases, schedules and other required submittals.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

6. Regulatory Compliance. How well does the contractor comply with governing regulations such as the FDEP, FDOH, SFWMD or others.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

7. Safety. Contractor and on-site representatives attitude and efforts, as well as actual application and general safety of operations?

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

9. Other Areas:

☐ N/A ☐ Satisfactory ☐ Unsatisfactory

10. Other Areas:

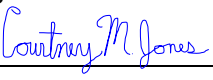
☐ N/A ☐ Satisfactory ☐ Unsatisfactory

11. Other Areas:

☐ N/A ☐ Satisfactory ☐ Unsatisfactory

12. Other Areas:

☐ N/A ☐ Satisfactory ☐ Unsatisfactory

12. Overall Contractor Rating: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory
Additional comments to support your response to any item above or other items.
Name, Title of Individual Completing this Form (include agency, phone and electronic address) Courtney Jones, P.E., Director of Engineering, LRECD, 561-401-4094 (O) / 561-339-2547(M), courtney.jones@lrecd.org
Signature 

RATING	DEFINITION	NOTE
Satisfactory	Performance meets contractual requirements. The contractual performance of the element being assessed may contain some minor problems for which corrective actions taken by the Contractor were satisfactory.	To justify a Satisfactory rating, there should have been only minor problems, or major problems the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified.
Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective.	To justify an Unsatisfactory rating, identify multiple significant events in each category that the Contractor had trouble overcoming and state how it impacted the Government. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory rating. An Unsatisfactory rating should be supported by referencing the management tools used to notify the contractor of the contractual deficiencies (e.g. management, quality, safety, etc.)

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT BID**ITB # 24-001-00131****WASTEWATER AND I.Q. WATER GENERAL CONSTRUCTION SERVICES AND
EMERGENCY / ON-CALL REPAIR SERVICES****BID RESPONSE**

In accordance with the terms, conditions, and specifications, the undersigned bidder hereby submits the following prices for supplying the Loxahatchee River District with the goods and/or services called for in ITB # 24-001-00131. This project will be awarded to the lowest responsive, responsible bidder (s) within budget.

BID ITEM NO.	DESCRIPTION	EST QTY	UNIT	UNIT COST	TOTAL
GENERAL CONDITIONS					
1	Mobilization/Demobilization (work total ≤ \$25,000.00) – First Day	1	LS	5600.00	5600.00
2	Mobilization/Demobilization (work total ≤ \$25,000.00) – Each Additional Day	1	EA	2800.00	2800.00
3	Mobilization/Demobilization (work total \$25,000.01 to \$100,000.00) – First Day	1	LS	3500.00	3500.00
4	Mobilization/Demobilization (work total \$25,000.01 to \$100,000.00) – Each Additional Day	1	EA	2000.00	2000.00
5	Mobilization/Demobilization (work total > \$100,000.00) – First Day	1	LS	2500.00	2500.00
6	Mobilization/Demobilization (work total > \$100,000.00) – Each Additional Day	1	EA	1800.00	1800.00
7	Maintenance of Traffic – Signage Only per Day	1	EA	1.00	1.00
8	Maintenance of Traffic – Flaggers per Day	1	EA	640.00	640.00
9	Maintenance of Traffic – Sign Board per Day	1	EA	40.00	40.00
10	MOT Plans	1	SHEET	250.00	250.00
EQUIPMENT					
11	Wheeled Excavator (≤175HP)	1	<u>HOUR</u>	100.00	100.00
12	Skid Steer	1	<u>HOUR</u>	50.00	50.00
13	Excavator / Backhoe (≤ 175HP)	1	<u>HOUR</u>	85.00	85.00

ITB#24-001-00131
ADDENDUM #2

BID ITEM NO.	DESCRIPTION	EST QTY	UNIT	UNIT COST	TOTAL
14	Excavator / Backhoe (≥ 175 HP)	1	<u>HOUR</u>	125.00	125.00
15	Articulated Wheel Loader	1	<u>HOUR</u>	60.00	60.00
16	Backhoe/Loader Combo	1	<u>HOUR</u>	70.00	70.00
17	Bulldozer (<110 HP)	1	<u>HOUR</u>	50.00	50.00
18	Double Drum Compactor Wacker W74 or Equal	1	<u>HOUR</u>	10.00	10.00
19	Vibratory Plate Compactor VPR 1740 or Equal	1	<u>HOUR</u>	5.00	5.00
20	Water Truck	1	<u>HOUR</u>	55.00	55.00
21	Vacuum Truck	1	<u>HOUR</u>	No Bid	No Bid
22	Tanker Truck (<3,000 gallon)	1	<u>HOUR</u>	No Bid	No Bid
23	Tanker Truck (>3,000 gallon)	1	<u>HOUR</u>	No Bid	No Bid
23	Generator with Mass Lighting	1	<u>HOUR</u>	16.00	16.00
24	Flat Bed Truck under 25,000 lbs GVW	1	<u>HOUR</u>	50.00	50.00
25	18 Yard Dump Truck	1	<u>HOUR</u>	100.00	100.00
26	Service Truck with Equipment and Tools	1	<u>HOUR</u>	65.00	65.00
27	Cleaning / Television Inspection Equipment	1	<u>HOUR</u>	No Bid	No Bid
28	Portable/Towable Air Compressor w/ hose and tools (High Volume > 100 CFM)	1	<u>HOUR</u>	15.00	15.00
29	Portable/Towable Self Priming Pump w/sound attenuating enclosure	1	<u>HOUR</u>	195.00	195.00
30	Ride-On Sweeper	1	<u>HOUR</u>	15.00	15.00
31	Trench Shoring	1	<u>HOUR</u>	10.00	10.00
32	Dewatering Using Well Point Dewatering System, equal to 25 Well Points	1	<u>HOUR</u>	130.00	130.00
LABOR					

ITB#24-001-00131
ADDENDUM #2

BID ITEM NO.	DESCRIPTION	EST QTY	UNIT	UNIT COST	TOTAL
33	Foreman	1	HOUR	92.00	92.00
34	Laborer	1	HOUR	40.00	40.00
35	Operator	1	HOUR	50.00	50.00
36	Truck Driver	1	HOUR	40.00	40.00
TOTAL BASE BID =					\$20,559.00

*ALL WORK PERFORMED UNDER THIS CONTRACT WILL BE PAID TO THE CONTRACTOR ON A TIME AND MATERIAL BASIS USING THE UNIT PRICES ESTABLISHED IN BID ITEMS 1 THROUGH 36. MATERIALS AND SUB-CONTRACTOR WORK WILL INCLUDE UP TO 15% MARK-UP. A 1.5 MULTIPLIER WILL BE APPLIED TO EMERGENCY / ON-CALL.

All unit prices bid should be within two (2) decimal points. If bidder's pricing exceeds two (2) decimal points, Purchasing reserves the right to round up or down accordingly.

Is bidder's Qualification information included?

☒ YES INITIAL th

Is proof of ability to provide insurance provided?

☒ YES INITIAL th

Is licensing provided?

☒ YES INITIAL th

Health, Safety and Environmental submittal is provided?

☒ YES INITIAL th

BIDDER'S FIRM NAME: Felix Associates of Florida Inc.

BIDDER'S SIGNATURE: 

(Failure to sign by a duly authorized representative shall result in rejection of this bid)

By signature on this document, bidder acknowledges and agrees that its offer includes and accepts all terms, conditions, and specifications of the District's bid solicitation as originally published, without exception, change or alteration of any kind, except as may have been published by the District in official amendments prior to this date of submittal.

FIRM ADDRESS: 8528 SW Kansas Avenue, Stuart, Florida, 34997

FIRM TELEPHONE NUMBER: 772-220-2722

FIRM E-MAIL ADDRESS: Bmiller@felixassociates.net

APPLICABLE LICENSE(S): CUC1224947 & CGC1507744

FIRM FEDERAL ID #: 26-4299335

ITB#24-001-00131
ADDENDUM #2

OWNER	Loxahatchee River Environmental Control District	CONTRACT NO.	24-001-00131	
ADDRESS	2500 Jupiter Park Drive	CONTRACTOR	Felix Civil Construction, LLC	
CITY / STATE / ZIP	Jupiter, FL 33458	PERIOD OF PERFORMANCE	FROM	TO
			October 2024	September 2025
CONTRACT PROJECT MANAGER	Courtney Jones, P.E., Director of Engineering	LOCATION OF PERFORMANCE	Palm Beach and Martin Counties	

INSTRUCTIONS: This form can be completed on the computer or printed and completed by hand. Use the mouse to navigate. To check or uncheck a box, **'double click' the box**. If further direction is required on how to complete this evaluation or where to submit it, please contact your Contracting Officer. Comment boxes are formatted to automatically wrap the entered text. Check the box that best describes the level in which the Contractor supported the area described. Comments are essential and must substantiate your rating selection. N/A = not applicable. If additional space is required, use page 2 of the form or attach additional page(s).

SEE PAGE 3 FOR EVALUATION RATINGS DEFINITIONS

1. Quality. Contractor conformed to contract requirements. Was capable, efficient and effective in supporting the programs of this contract. Provided well maintained equipment and highly qualified personnel. Finished product meets the quality requirements set forth in the contract.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

2. Schedule. Contractor was prepared and available to begin work on contract start date and provided daily coverage during the contract period with little to no disruption or unavailability. Contractor completed the work within the dates specified in the contract and any approved extensions of time.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

3. Change Orders. Contractor conformed to contract requirements, providing complete documentation and was reasonable in the negotiations for time and costs. Contractor did not engage with frivolous or unsupported change order requests. Contractor met time requirements in the contract for identification and quantification of additional or deleted work.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

4. Management. Contractor and on-site representatives were professional, well qualified, and committed to customer satisfaction and safety of operations. Contractor provided necessary support for key personnel and if applicable, took necessary action to correct or replace any personnel. Contractor was timely and complete with shop drawings, pay applications, releases, schedules and other required submittals.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

6. Regulatory Compliance. How well does the contractor comply with governing regulations such as the FDEP, FDOH, SFWMD or others.

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

7. Safety. Contractor and on-site representatives attitude and efforts, as well as actual application and general safety of operations?

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

COMMENTS: 

9. Other Areas:

☐ N/A ☐ Satisfactory ☐ Unsatisfactory

10. Other Areas:

☐ N/A ☐ Satisfactory ☐ Unsatisfactory

11. Other Areas:

☐ N/A ☐ Satisfactory ☐ Unsatisfactory

12. Other Areas:

☐ N/A ☐ Satisfactory ☐ Unsatisfactory

12. Overall Contractor Rating:

☐ N/A ☒ Satisfactory ☐ Unsatisfactory

Additional comments to support your response to any item above or other items.

Name, Title of Individual Completing this Form (include agency, phone and electronic address)

Courtney Jones, P.E., Director of Engineering, LRECD, 561-401-4094 (O) / 561-339-2547(M), courtney.jones@lrecd.org

Signature

Courtney M Jones

RATING**DEFINITION****NOTE**

Satisfactory

Performance meets contractual requirements. The contractual performance of the element being assessed may contain some minor problems for which corrective actions taken by the Contractor were satisfactory.

To justify a Satisfactory rating, there should have been only minor problems, or major problems the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified.

Unsatisfactory

Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective.

To justify an Unsatisfactory rating, identify multiple significant events in each category that the Contractor had trouble overcoming and state how it impacted the Government. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory rating. An Unsatisfactory rating should be supported by referencing the management tools used to notify the contractor of the contractual deficiencies (e.g. management, quality, safety, etc.)



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: July 11, 2025
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 assets were 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 items listed below:

<u>Description</u>	<u>Serial Number</u>	<u>Condition</u>	<u>Estimated Value</u>
2 HP Barnes Pump	C12074190406	Beyond Repair	\$50
2 HP Barnes Pump	C19907380521	Beyond Repair	\$50
2 HP Barnes Pump	ZS2105920821	Beyond Repair	\$50
2 HP Hydromatic Pump	SPG200M2-2	Beyond Repair	\$50
10 HP Flygt Pump	3127-180-9350856	Beyond Repair	\$50

The items listed in the schedule above are 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.

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 items listed in the schedule above in accordance with the District’s Disposal of Surplus Tangible Personal Property Policy.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER



LOXAHATCHEE RIVER DISTRICT

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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: July 17, 2025

SUBJECT: 25-004-00143/Generator Repair and Maintenance: Change Order 001

The District maintains 66 emergency generators. These generators are a key component of the District's emergency response plan including hurricane response. Maintaining the generators in serviceable condition requires annual preventative maintenance (PM) and periodic repair. To facilitate this maintenance program the Board approved a generator repair and maintenance contract in March 2025.

This month as part of the District's renewal and replacement program 18 generators are being removed from service and 19 generators are being placed into service. Based on negotiations with the contract holder this results in an additional cost to the contract for Lot 1 – Preventative Maintenance and Inspection of \$1,350.00 for July 2025 – March 2026.

Original Contract:	\$161,295.00
Change Order 001:	<u>\$1,350.00</u>
New Contract Value:	\$162,645.00

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize Change Order 001 to ITB 25-004-00143 with Onsitegenpros in the amount of \$1,350.”

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Asset	Description	Storage Location	Installation	Manufacturer	Serial Number	Model	Commission Date
GENPOW-GEN-010002	100KW Standby Generator	19651 North Fork Drive, Jupiter, FL	Permanent Standby	GENPOW	3008421687	SD100	8/24/2021
GENPOW-GEN-010003	100KW Standby Generator	214 Cortona Boulevard, Jupiter, FL	Permanent Standby	GENPOW	G3007034735	SD100	10/10/2020
GENPOW-GEN-010001	100KW Standby Generator	4960 Tequesta Drive, Jupiter, FL	Permanent Standby	GENPOW	3003563361	SD100	3/17/2020
WA-GEN-010401	104KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24494004	G130	6/13/2019
GENPOW-GEN-012001	120KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	301414671	MDG150DF4	8/1/2023
GENPOW-GEN-012002	120KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	301414672	MDG150DF5	8/1/2023
CAT-GEN-125001	1250KW Standby Generator	2500 Jupiter Park Drive, Jupiter, FL	Permanent Standby	CATERP	1GZ03694	CAT-3512	9/1/2016
ON-GEN-012502	125KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	ONAN	B050751312	BGDK5706138	9/1/2016
ON-GEN-012503	125KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	ONAN	B050751313	BGDK5706138	9/1/2016
ON-GEN-012504	125KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	ONAN	B050751314	BGDK5706138	9/1/2016
ON-GEN-012505	125KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	ONAN	B050749986	BGDK5705987	9/1/2016
GENPOW-GEN-013002	130KW Standby Generator	2500 Jupiter Park Drive, Jupiter, FL	Permanent Standby	GENPOW	3004835358	SD130	10/4/2019
GENPOW-GEN-013001	130KW Standby Generator	2600 Marcinski Road, Jupiter, FL	Permanent Standby	GENPOW	3002928700	SD130	11/27/2018
GENPOW-GEN-014001	140KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005233667	MDG175	9/28/2021
GENPOW-GEN-014002	140KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005233668	MDG175	9/28/2021
GENPOW-GEN-014003	140KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005233669	MDG175	9/28/2021
GENPOW-GEN-014004	140KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005233670	MDG175	9/28/2021
CAT-GEN-017501	175KW Portable Generator	850 Indiantown Road, Jupiter, FL	Trailer Mounted	CATERP	6JAO2062	3208-SR4-4W8971	9/1/2016
CAT-GEN-182501	1825KW Standby Generator	2500 Jupiter Park Drive, Jupiter, FL	Permanent Standby	CATERP	CAT3516CTSB00593	1825KW	1/5/2009
TEREX-GEN-024001	240 KW TEREX DIESEL GENERATOR, PORTABLE	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	TEREX	T24009-105	T240	9/1/2016
CUMNS-GEN-025001	250KW Standby Generator	850 Frederick Small Road, Jupiter, FL	Permanent Standby	CUMMINS	970645107	250DFAC-89379G	9/1/2016
WA-GEN-003801	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24325974	G50	2/2/2017
WA-GEN-003802	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24351505	G50	2/13/2017
WA-GEN-003803	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24415021	G50	2/1/2018
WA-GEN-003804	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24415026	G50	2/1/2018
WA-GEN-003805	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24415027	G50	2/20/2018
WA-GEN-003806	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24474308	G50	2/4/2019
WA-GEN-003807	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24474309	G50	2/4/2019
WA-GEN-003808	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483893	G50	2/4/2019
WA-GEN-003809	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483889	G50	2/4/2019
WA-GEN-003810	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483891	G50	2/4/2019
WA-GEN-003811	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483895	G50	2/4/2019
WA-GEN-003812	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483888	G50	2/4/2019
WA-GEN-003813	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483892	G50	2/4/2019
KOHLR-GEN-004001	40KW Standby Generator	50 Colony Road, Jupiter, FL	Permanent Standby	KOHLER	SGM32H42P	40REOZK	7/6/2018
GENPOW-GEN-004401	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215272	DGDK5705987	12/18/2019
GENPOW-GEN-004402	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215273	DGDK5705987	12/18/2019
GENPOW-GEN-004403	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215274	DGDK5705987	12/18/2019
GENPOW-GEN-004404	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215275	DGDK5705987	12/18/2019
GENPOW-GEN-004405	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215271	DGDK5705987	12/18/2019
GENPOW-GEN-004406	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215270	DGDK5705987	12/18/2019
GENPOW-GEN-004407	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215269	DGDK5705987	12/18/2019
GENPOW-GEN-004408	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215268	DGDK5705987	12/18/2019
GENPOW-GEN-004409	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3008421995	MMG55DF4	2/2/2022
GENPOW-GEN-004410	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3008421996	MMG55DF4	2/2/2022
CUMNS-GEN-045001	450KW Standby Generator	850 Indiantown Road, Jupiter, FL	Permanent Standby	CUMMINS	B190503538	DFEJ-A061Z390	6/5/2020
KOHLR-GEN-004501	45KW Standby Generator	1500 Cades Bay Avenue, Jupiter, FL	Permanent Standby	KOHLER	SGM32HPWW	45REZG	8/11/2017

Asset	Description	Storage Location	Installation	Manufacturer	Serial Number	Model	Commission Date
GENPOW-GEN-005001	50KW Standby Generator	19049 SE Country Clud Drive, Jupiter, FL	Permanent Standby	GENPOW	3004312534	SD0050KG163	3/17/2020
GENPOW-GEN-006002	60KW Standby Generator	200 Country Club Drive, Jupiter, FL	Permanent Standby	GENPOW	3003563358	SD0060KG174	11/19/2018
GENPOW-GEN-006001	60KW Standby Generator	301 Old Dixie Highway, Jupiter, FL	Permanent Standby	GENPOW	3004436783	SD0060KG174	4/15/2019
CUMNS-GEN-007001	70KW Standby Generator	1170 Main Street, Jupiter, FL	Permanent Standby	CUMMINS	K070124426	70GGHF-5938006	9/1/2016
GENPOW-GEN-007002	70KW Standby Generator	2500 Jupiter Park Drive, Jupiter, FL	Permanent Standby	GENPOW	9915578	20904540100	12/3/2015
WA-GEN-008002	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20113260	G100	9/1/2016
WA-GEN-008003	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20115350	G100	9/1/2016
WA-GEN-008004	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20137518	G100	1/21/2013
WA-GEN-008005	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20224711	G100	9/1/2016
WA-GEN-008006	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20225700	G100	9/1/2016
WA-GEN-008007	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20269929	G100	1/22/2015
WA-GEN-008008	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20269930	G100	1/22/2015
WA-GEN-008009	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20273920	G100	1/22/2015
WA-GEN-008010	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20229142	G100	2/2/2016
WA-GEN-008011	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20231046	G100	2/2/2016
WA-GEN-008012	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24469114	G100	2/4/2019
GENPOW-GEN-008002	80KW Standby Generator	17400 Haynie Lane, Jupiter, FL	Permanent Standby	GENPOW	3012298829	SD80	11/8/2022
GENPOW-GEN-008001	80KW Standby Generator	6474 Jupiter Landing Drive, Jupiter, FL	Permanent Standby	GENPOW	3012279669	SD80	9/19/2022
GENPOW-GEN-008004	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008005	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008006	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008007	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008008	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008009	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008010	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008011	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008012	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008013	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008014	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008015	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008016	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-008017	80KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	TBD	MDG100DF4	2/27/2025
GENPOW-GEN-012003	120KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	3017117078	MDG150DF4	5/19/2025
GENPOW-GEN-012004	120KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	3017117077	MDG150DF4	5/19/2025
GENPOW-GEN-012005	120KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	3017117075	MDG150DF4	5/19/2025
GENPOW-GEN-012006	120KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	3017117076	MDG150DF4	5/19/2025
GENPOW-GEN-020001	200KW Portable Generator	GENPORT-PARK	Trailer Mounted	GENPOW	3017117070	MDG250DF4	5/19/2025

ADDED TO PM SCHEDULE

REMOVED FROM PM SCHEDULE

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458
(561) 747-5700 FAX (561) 747-9929

CHANGE ORDER # 001

DATE: July 15, 2025

PROJECT NAME: 25-004-00143/25-0656/Generator Repair and Maintenance

OWNER: Loxahatchee River Environmental Control District

CONTRACTOR: Onsitegenpros

THE FOLLOWING CHANGES: Adjustment for removing 18 generators from the current PM schedule and adding 19 generators to the current PM schedule.

JUSTIFICATION: The District is disposing of 18 portable generators that have reached the end of their useful life. These 18 generators will be removed from the PM schedule. The District is assimilating 19 portable generators purchased under the capital program. These 19 generators will be added to the PM schedule for 9 months, July 2025 – March 2026 . See attached asset lists.

CHANGE TO CONTRACT PRICE:

Original CONTRACT PRICE:	\$ 161,295.00
Current Contract Price including C.O.'s	\$ 161,295.00
Contract Price due to this Change Order will be DECREASED/INCREASED by:	\$ 1,350.00
The New Contract Price including this Change Order will be:	\$ 162,645.00

CHANGE TO CONTRACT TIME: No Change

APPROVED BY CONTRACTOR: David Golden 7/17/2025
DATE

APPROVED BY ENGINEER: Kris Dean
DATE

APPROVED BY OWNER: _____

Digitally signed by Kris Dean
DN: E=Kris.Dean@lrecd.org, CN=Kris Dean, OU=AAD Sync Staging,
BC=lrecd, DC=org
Date: 2025.07.17 14:48:21-0400

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LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director
FROM: Kris Dean, P.E., Deputy Executive Director
DATE: July 9, 2025
SUBJECT: Final Assessment for 109 Old Jupiter Beach Road

This month staff bring the Final Assessment for 109 Old Jupiter Beach Rd to the Board for consideration after receiving public comment from the property owner on May 15, 2025 at the Governing Board Meeting.

Since the May Governing Board meeting and receiving public comments, staff met with Mr. Sipowski and the Board Chairman, reviewed the project history, reviewed precedent and procedures, reviewed the District's Manual of Minimum Construction Standards and Technical Specifications, and reviewed the Final Assessment. Based on these meetings and reviews staff believe the project implementation was reasonable and appropriate, compliant with District precedence and procedures, compliant with the District's Manual of Minimum Construction Standards and Technical Specifications and provided sewer service to the affected property at a reasonable rate. Staff will also use this project as a discussion point for opportunities for continuous improvement as we continue sewerage efforts within the District's service area.

Staff are available to provide further discussion and any information the Board wishes to consider as part of this final assessment. The Final Assessment package including the District Attorney's cover letter and Resolution 2025-07 are attached for the Board's consideration.

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Shenkman & Shenkman, P.A.

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Board Certified Real Estate Attorney

Three Palms Center
2151 S. Alternate A1A, Suite 1000

Jupiter, FL 33477

phone 561-822-3939

phone #561-822-3933

fax #561-898-2266

June 4, 2025

Sent by email

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

Re: Resolution 2025-07 and FINAL Assessment Roll for 109 Old Jupiter Beach Road

Dear Dr. Arrington:

Attached to this letter is the Transfer of Property Lien, Resolution 2025-07, Exhibit "A" Final Assessment Roll, Exhibit B Map, and the most recent list of property owners as part of the Resolution.

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

A Suggested Motion for the Board at the JULY 17, 2025 meeting is as follows:

**"THAT THE GOVERNING BOARD approve Resolution 2025-07 adopting the
109 Old Jupiter Beach Road FINAL Assessment Roll and Exhibits."**

Sincerely,

Hunter Shenkman

Hunter Shenkman

RESOLUTION NO. 2025-07

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO THE **109 OLD JUPITER BEACH ROAD** ASSESSMENT AREA IMPROVEMENTS; ADOPTING THE ASSESSMENT ROLL FOR **109 OLD JUPITER BEACH ROAD** ASSESSMENT AREA IMPROVEMENTS; CONFIRMING SAID SPECIAL ASSESSMENT ROLL AS ATTACHED HERETO AS EXHIBITS “A” AND “B”; PROVIDING FOR ELLIS RULE COMPLIANCE; PROVIDING FOR DECLARING LINE AVAILABLE FOR CONNECTION; PROVIDING THE SPECIAL ASSESSMENTS SHALL BE COLLECTED AS NON-AD VALOREM SPECIAL ASSESSMENTS ON THE REAL ESTATE TAX BILL; AUTHORIZING THE DISTRICT CLERK TO PREPARE AND DELIVER THE NON-AD VALOREM SPECIAL ASSESSMENT ROLL TO THE PALM BEACH COUNTY AND MARTIN COUNTY PROPERTY APPRAISERS, TAX COLLECTORS, AND FLORIDA DEPARTMENT OF REVENUE; PROVIDING FOR CONSISTENCY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Governing Board of the Loxahatchee River Environmental Control District (hereinafter called the “District”) has authorized the sewer improvements constructed in the **109 OLD JUPITER BEACH ROAD** Assessment Area; and

WHEREAS, The District’s previous Resolutions **2024-04 & 2025-04** were approved by the District’s Governing Board and directed the preparation of the Assessment Roll.

WHEREAS, the Governing Board, on the 15th day of MAY, 2025 at 6:55 P.M., sat as Board of Adjustment as provided in District Rule 31-11.005, and held the Public Hearing under Florida Statutes Chapter 197.

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

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

Section 2. The Special Assessment is in compliance with the “Ellis Rule” requirement of District Rule 31-10.011, and Resolution Nos. **2024-04 & 2025-04** of the District.

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

RESOLUTION 2025-07
Loxahatchee River Environmental Control District

Section 4. Availability for Connection and Required Connection.

The waste water and sewerage system was “Available” for connection in accordance with District Rule 31-3.003(3) and Florida Statutes 381.0065(2)(a) when the Loxahatchee River District released the system for service on August 16, 2024, which is the date of actual “Availability”. In accordance with Florida Statutes 381.00655, the affected property owners shall be required to connect to the sewerage system within one (1) year of the actual Availability.

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

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

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

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS 17th DAY OF JULY, 2025.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT:

VOTE

GORDON M. BOGGIE

KEVIN L. BAKER

DR. MATT H. ROSTOCK

STEPHEN B. ROCKOFF

EXHIBIT "A"
FINAL ASSESSMENT ROLL
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
109 OLD JUPITER BEACH ROAD ASSESSMENT AREA

TOTAL COSTS AND EXPENSES RELATED TO THE IMPROVEMENTS. The District shall consider the total costs and expenses related to the improvements in the **109 OLD JUPITER BEACH ROAD** Assessment Area shall be **\$17,449.19** per parcel of property in the **109 OLD JUPITER BEACH ROAD** Area.

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

ASSESSMENT BASED ON PARCEL OF PROPERTY. Each Parcel of Property in the **109 OLD JUPITER BEACH ROAD** Assessment Area identified on EXHIBIT "B" shall be currently assessed in the amount of **\$15,704.27**.

PAYMENT OF ASSESSMENT. As to Parcels of **109 OLD JUPITER BEACH ROAD** Assessment Area Property in EXHIBIT "B", the **\$15,704.27** assessment may be paid, interest free, at the office of the District on or before May 1, 2026.

Owners who do not pay the \$15,704.27 assessment on or before May 1, 2026 shall have the \$15,704.27 principal added to the tax roll as a non-ad valorem assessment to accrue interest, beginning October 1, 2025, at eight percent (8%) per annum, to be collected in twenty (20) equal annual installments of \$1,599.51, commencing with the November 1, 2026 Real Estate Tax Bill.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

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

Prepared by & Return To: Sheetal Patel
Loxahatchee River District
2500 Jupiter Park Drive
Jupiter, FL 33458

**TRANSFER OF PROPERTY LIEN TO NON-AD
VALOREM TAX BILL & CERTIFICATION OF SPECIAL
ASSESSMENT ROLL FOR 109 OLD JUPITER BEACH ROAD SPECIAL ASSESSMENTS**

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida created and existing pursuant to Chapter 2021-249, Laws of Florida (the "District"), gives public notice that the District's Governing Board as of and effective on the 17th day of JULY, 2025, passed Resolution 2025-07 which is attached hereto, approving the non-ad valorem tax bill, AND TRANSFERRING THE RECORDED LIEN ON PROPERTIES IDENTIFIED AS BEING PART OF THE **109 OLD JUPITER BEACH ROAD** AREA LISTED IN THE FOLLOWING DOCUMENTS, as recorded in the Public Records of **PALM BEACH** County, Florida:

1. Pending Lien Notice of Intent to Assess, and Resolution **2024-04**, recorded on **June 26, 2024** in **Official Record Book 35105, Pages 1612 through 1618** in the Public Records of **PALM BEACH County, Florida**.

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

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

IN WITNESS WHEREOF, the undersigned Executive Director of the Loxahatchee River Environmental Control District, hereby certifies on JULY 17, 2025, the information contained herein is true and accurate.

WITNESSES: LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Address: 2500 Jupiter Park Drive, Jupiter, FL 33458

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

Address: 2500 Jupiter Park Drive, Jupiter, FL 33458

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me by means of X physical presence or ___ online notarization on July 17, 2025, by D. Albrey Arrington, Ph.D., EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, on behalf of the District, who is personally known to me.

(Notary Seal)

NOTARY PUBLIC, STATE OF FLORIDA

Matthew H & Kerry L Sipowski
109 Old Jupiter Beach Road
Jupiter, FL 33477 5030
re: 109 Old Jupiter Beach Road
30-43-41-06-00-002-0460

EXHIBIT B OLD JUPITER BEACH ROAD LOW PRESSURE SEWER SYSTEM



LEGEND



NOT IN ASSESSMENT AREA



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: JULY 3, 2025
SUBJECT: RENEWAL OF CELL TOWER LEASE AGREEMENT

In 1997 the District entered into an [agreement](#) with Sprint to lease 2,500 ft² (50'x50') of land at 2500 Jupiter Park Drive for a cell tower. The land is located approximately at the midpoint of our west property line adjacent to a drainage ditch. The lease was for 20 years (ten years plus two 5-year renewals). Since the original contract, the cell tower lease has been taken over by Crown Castle International Corp., and the agreement was [amended](#) to increase the term to 30 years (ten years plus four 5-year renewals). Rent payments were required to be pre-paid in 5-year blocks with total rent payments equal to \$1,458,208.38 for the entire 30-year period. This agreement is set to expire on April 17, 2027.

Crown Castle International Corp. has reached out to me and indicated their desire to renew this agreement. They provided evidence that they are losing money on this lease, and they expressed a desire to adjust the rent to mitigate the magnitude of their losses on this property. As such, I have worked with their representative to draft conceptual terms of an agreement that seemed reasonable to me and therefore worthy of your consideration. Core elements of the draft agreement are:

- A. Term – extend the term for an additional 20 years with expiration on 9/30/2047.
- B. Increase leased footprint from 50'x50' to 75'x75' (if an additional tenant is found)
- C. Rent – revise rent payments as follows:
 - a. Annual payments in advance (i.e., payment due each Oct 1 for the full fiscal year)
 - b. Hold annual rent payment steady at \$75,082.92 for first 8 years
 - c. Beginning 10/1/2035 and each subsequent year increase annual rent by 3.5%. (20-year cumulative rent payments will equal \$1,769,541.11)
 - d. If an additional tenant collocates on the cell tower, rent payment will be increased by \$12,000 per year beginning with the subsequent rent payment (i.e., Oct 1).
 - e. Clarified that the monopole and all appurtenances, including foundation, will be removed by the Tenant upon the termination or expiration of this agreement.

No Board action is requested at this time. I am interested in understanding the Board's thoughts regarding renewal of this lease and the conceptual terms provided above.

Gordon M. Boggie
CHAIRMAN

Kevin Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
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: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D.
DATE: JULY 10, 2025
SUBJECT: RULE CHAPTER 31-2 AGENDA AND SCHEDULING OF PUBLIC MEETINGS

In our continuing effort to systematically review and update our Governing Board approved Rules, Mr. Shenkman and I have reviewed and provided suggested revisions to our existing Rule Chapter 31-2 Agenda and Scheduling of Public Meetings, which was last approved by the Governing Board in July 2020.

I appreciate Mr. Shenkman's thoughtful assistance with the review and suggested revisions to this rule. We propose the following revisions:

- A. All references to Chapter 2002-358, Laws of Florida (our old enabling act) have been replaced with [Chapter 2021-249, Laws of Florida](#) (current version of our enabling act);
- B. Revised the definitions of "publish" and "reasonable notice" and the Notice of Public Meetings section to more precisely comply with the requirements stipulated in [50.0311 Florida Statutes](#), which is referenced in our Enabling Act.
 - a. Removed all references to publishing public notices in a newspaper.
 - b. The District will rely on our public website and the public websites of Palm Beach and Martin Counties to meet the "reasonable notice" requirement that is established and specified in 50.0311 Florida Statutes and in our Enabling Act.
 - c. The District will publish an annual notice in a newspaper of general circulation indicating that property owners and residents may receive legally required advertisements and public notices from the District by first-class mail or e-mail upon registering their name and address or e-mail address with the District.
 - d. The District will publish an annual notice in a newspaper of general circulation indicating that property owners and residents may receive legally required advertisements and public notices from the District by first-class mail or e-mail upon registering their name and address or e-mail address with the District. Individuals that request such notice will have their name, address, or e-mail address stored in a District database and will be notified accordingly.

This month no Board action is requested. We will be back next month seeking Board action following a public hearing.

Gordon M. Boggie
CHAIRMAN

Kevin Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

CHAPTER 31-2 AGENDA AND SCHEDULING OF PUBLIC MEETINGS

- 31-2.001 Purpose
- 31-2.002 Definitions
- 31-2.003 Notice of Public Meetings
- 31-2.004 Agenda of Public Meetings
- 31-2.005 Emergency Public Meetings

31-2.001 Purpose

The purpose of this rule is to promulgate requirements for conducting a Public Meeting in accord with Chapter ~~2021-2492002-358~~, Laws of Florida, and Florida Statutes 50.0311, 189.417, and 286.011.

31-2.002 Definitions

Except as discussed below, the general definitions set forth in the enabling legislation of the District, Chapter ~~2021-2492002-358~~, Laws of Florida, as amended, and as set forth in Loxahatchee River Environmental Control District Chapter 31 Rules apply to this Rule. Unless a provision explicitly states otherwise, the following terms and phrases, as used in this Rule, have the meanings hereinafter designated.

- (1) “Communications Media Technology” means the electronic transmission of printed matter, audio, full-motion video, freeze-frame video, compressed video, and digital video by any method available.
- (2) “District” means the Loxahatchee River Environmental Control District.
- (3) “Public Meeting” refers to a meeting, hearing, or workshop that must be open to the public pursuant to Florida Statute. Such meeting may be open to the public by physical attendance in person or by means of Communication Media Technology.
- (4) “Publish” means to publish in accordance with Florida Statutes 50.0311, including provide on a publicly accessible website maintained by the District.
- (5) “Reasonable Notice” will be provided by publication in accordance with Florida Statutes 50.0311, including once in a newspaper of general circulation in Palm Beach and Martin Counties. Reasonable Notice also may be provided on a publicly accessible website maintained by the District. If published on a publicly accessible website, the notice must be continuously posted until the adjournment of the Public Meeting.

Specific Authority Ch. ~~2021-2492002-358~~; 189.417 F.S.; 286.011 F.S.; 50.0311 F.S., New 07-16-20; Amended 08-21-2025.

31-2.003 Notice of Public Meetings

- (1) Except in the case of emergencies, the Loxahatchee River Environmental Control District must give at least seven (7) days Reasonable Notice of a Public Meeting by publication, in accordance with Florida Statutes 50.0311, of the day, time, place, and purpose of the Public Meeting. New Reasonable Notice is not required for Recessed and Reconvened meetings that are

announced at the end of a reasonably noticed Public Meeting.

~~(2) The advertisement shall be placed in that portion of the newspaper where legal notices and classified advertisements appear. It is the legislative intent that, whenever possible, the advertisement shall appear in a newspaper that is published at least 5 days a week, unless the only newspaper in the county is published fewer than 5 days a week. It is further the legislative intent that the newspaper selected be one of general interest and readership in the community and not one of limited subject matter, pursuant to chapter 50 F.S.~~

(23) Such notice of Public Meeting must state:

- (a) The date, time and place of the Public Meeting.
- (b) A brief description of the purpose of the Public Meeting.
- (c) The address where interested persons can write and website they can access to obtain a copy of the agenda.

(34) The District may utilize the following form in providing notice of the Public Meeting .

NOTICE OF PUBLIC MEETING

The Loxahatchee River Environmental Control District announces a Public Meeting to which all persons are invited.

DATE AND TIME: _____

PLACE: _____

ELECTRONIC ACCESS: _____

PURPOSE: _____

A copy of the Agenda may be obtained by writing to the Loxahatchee River Environmental Control District, 2500 Jupiter Park Drive, Jupiter, Florida 33458-8964, or on www.LoxahatcheeRiver.org.

(45) If a Public Meeting is to be conducted by means of Communications Media Technology, or if attendance may be provided by such means, the notice must state how persons interested in attending may do so, i.e., providing registration information or hyperlink to online Public Meeting.

(56) The District may also publish Notice of the Public Meeting on the District's website.

(67) The District must file quarterly, semiannually, or annually a schedule of its regular Public Meetings with the local governing authorities. The schedule must include the date, time, and location of each scheduled meeting.

~~(7) The District will publish an annual notice in a newspaper of general circulation indicating that property owners and residents may receive legally required advertisements and public notices from the District by first-class mail or e-mail upon registering their name and address or e-mail address with the District. Individuals that request such notice will have their name, address, or e-mail address stored in a District database and will be notified accordingly.~~

Specific Authority Ch 2021-2492002-358, Laws of Florida, 189.417 F.S., 50.0311 F.S.; History-New 07-16-20; Amended 08-21-25.

31-2.004 Agenda of Public Meetings

- (1) At least seven (7) days prior to a Public Meeting, the District must prepare and make available an agenda for distribution on the request of any interested person.
- (2) The agenda must list the items in the order they are to be considered. Items on the agenda may be considered out of their stated order with the approval of the person designated to preside. The agenda must list items to be considered at the Public Meeting. If the meeting will be held via Communications Media Technology, the agenda must provide registration information or hyperlink to the online meeting.
- (3) The District may make specific additions or deletions to the agenda after it has been made available for distribution.
- (4) The District must provide that the Public Meeting will be open to the public unless specifically provided otherwise by law.

Specific Authority Ch ~~2021-2492002-358~~, Laws of Florida, 286.011 F.S., 50.0311 F.S.; History-New 07-16-20, Amended 08-21-25.

31-2.005 Emergency Public Meetings

The District may hold an emergency Public Meeting, notwithstanding the provisions of 31-2.003 and 31-2.004 contained herein, for the following reasons:

- (1) To address a Board Action to deal with an emergency situation affecting public health, welfare, or safety;
- (2) To address a Board Action involving a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;
- (3) No approval of the annual budget may be granted at an emergency Public Meeting.

Whenever an emergency Public Meeting is scheduled to be held, the District ~~must~~may publish on the District's website and the District must notify required publicly accessible website(s), as soon as possible, in accordance with Florida Statutes 50.0311 ~~at least one major newspaper of general circulation in the area where the Public Meeting will take place~~, of the time, date, place and purpose of the emergency Public Meeting.

Specific Authority Ch ~~2021-2492002-358~~, Laws of Florida, FS. 189.417 F.S., 50.0311 F.S.; New 07-16-20, Amended 08-21-25.



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: JULY 10, 2025
SUBJECT: FISCAL YEAR 2025 – BUDGET ASSUMPTIONS

Over the next two months we will work through our budgeting process to develop, review, and approve our Fiscal Year 2026 budget, which goes into effect on October 1, 2025. Our budget schedule is:

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

This month our goal is to review the assumptions that are being made as we formulate the FY 2026 budget. Assumptions are provided based on the key budget categories used in the budget matrix. Our major objective is to avoid surprising the Board with unanticipated, significant increases in the draft and final budget.

We have come through a period of high inflation and are now dealing with persistent inflation (for the period June 2023 to present: USA CPI = 3.0%; south Florida CPI = 4.5%; USA services CPI = 4.8%). Quantitative indicators suggest inflation is under control. Employment has remained remarkably strong, though it is projected to soften in the coming months. Recession and lower interest rates are conceivable but not guaranteed. There is palpable uncertainty in the global and local economy as countries, businesses, and individuals react to tariffs, uncertain economic policies, and other significant, unpredictable economic factors. Uncertainty drives prices higher, and it is my expectation that we will see continued price increases exceeding 3% through FY2026. Furthermore, the persistent, tight labor market has direct impacts on our budget, because of our compelling need for high-quality staff and contractors to achieve the work we have planned.

The draft FY2026 Budget includes a proposed 6.6% increase over FY2025:

Budget Category	FY2025 (\$)	FY2026 (\$)	Change (%)
Operating Expense	\$ 21,459,550	\$ 22,264,283	3.7%
Capital Improvements	\$ 12,917,642	\$ 14,393,591	11.4%
Grand Total	\$ 34,377,192	\$ 36,657,874	6.6%

The draft budget includes a 3.7% operating expense increase, and an 11.4% capital improvements increase. Staff are still working on the budget. I am relatively happy with our anticipated 3.7% increase in operating expenses, but we will explore opportunities to drive this lower. Our capital budget is impacted by about \$4 million being carried over from the current fiscal year and several significant projects, most notably a large amount of gravity sewer lateral lining within the Center Street corridor and advancing our 2500 Jupiter Park Dr site plan. Staff are eager to discuss the budget with you and look forward to receiving your guidance as we work to maintain and systematically invest in our people and systems. On the following pages I discuss each budget category as outlined in the budget matrix. The budget matrix is provided on the last page of this memo.

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Salary & Wages –

1. Number of Employees: The District currently has 88 full-time positions budgeted. We are not proposing adding any new staff this year. Organizationally, we are moving two positions (Industrial Pretreatment Coordinator and Collections Reliability & SCADA Tech) from Treatment & Disposal to General Operations.
2. Proposed Cost of Living Adjustment: Our annual cost of living adjustment (COLA) is set based on the June CPI-U published by the US Bureau of Labor Statistics. This value has not yet been released, so we have used 3.0% as a place holder. We implement this COLA to maintain our employees' purchasing power relative to the rate of inflation.
3. Proposed Merit Increase: I recommend the budget include 3.0% to be disbursed to employees exhibiting meritorious performance during their annual performance review.

Payroll Tax – An increase proportional to the increase in salaries and wages will occur.

Retirement – An increase proportional to the increase in salaries and wages will occur, though this budgeted amount is lower than expected due to recent departure (retirement) of several long-tenured staff.

Employee Health Insurance – The Gehring Group suggested we should anticipate a ~10% increase in our health insurance premium driven by medical inflation. We are under budgeted in the current fiscal year, and we anticipate a 5% increase will cover expected cost increases for FY2026.

General Insurance – Last year we budgeted for a significant increase in this category. Fortunately, our actual costs were significantly lower than anticipated, so we can hold this category relatively flat for FY2026. We have reviewed this with Egis Insurance & Risk Advisors (our insurance agent), and they support our approach.

Supplies & Expenses – This category is projected to remain relatively flat (~no increase) because we are under budget in the current fiscal year and we were able to find cost savings in various accounts.

Utilities – We are currently budgeting for a 3.7% increase in utility costs even though FPL is projecting a significant rate increase because in July 2026 we will no longer be paying for the Town's nano concentrate, which has been a significant "utility" cost for our IQ Water budget category over the past 19 years.

Chemicals – We are currently budgeting for a 42% decrease in chemical costs, driven by an upgrade of our biosolids odor control system later this year. The new biotrickling filter will not require chemicals like the current system does.

Maintenance & Repair – We are projecting a 12% increase in maintenance and repair costs. This increase is due to increased maintenance and repair work we have planned (with existing staff and contractors). Three-quarters of this increase is attributable to our planned effort to clean our biosolids storage tank, which occurs approximately every 10 years.

Contractual Services – This category is projected to increase by 4.6%. This category includes hauling and processing fees for the SWA Biosolids Processing Facility, fees for leased odor control systems, and payment processing fees.

Contingency – We do not anticipate a change in our budgeted contingency amounts.

Revenue – Staff project revenues from quarterly sewer rates will increase by 2% assuming we implement the scheduled 3% rate increase in April 2026. Assessment revenue is projected to decrease by \$267,000 (-25%). Interest income is projected to be ~\$2 million (a 11% decline from FY2025). Other revenues are projected to experience slight increases based on various factors. Total revenues are expected to increase by approximately 1%.

Capital Improvements – Below we present the draft FY2026 capital budget in the same format we presented the FY2026 Rate Study. The FY2026 draft capital budget is 11.4% higher than the FY2025 capital budget and 15.8% higher than the FY2026 Rate Study projections, which were reviewed in February and March of this year.

Capital Accounts	FY2025 Budget	FY2026 Rate Study	FY2026 Draft Budget	Note
Contingency	\$ 0	\$ 0	\$ 0	
Land	\$ 125,000	\$ 10,000	\$ 0	
Buildings	\$ 485,000	\$ 1,810,000	\$ 0	1
Infrastructure Improvements (not buildings)	\$ 440,000	\$ 2,245,000	\$ 1,155,000	2
Machinery and Equipment	\$ 2,242,000	\$ 880,000	\$ 317,000	3
Vehicles	\$ 1,014,642	\$ 405,000	\$ 801,591	4
Construction in Progress	\$ 8,611,000	\$ 7,085,000	\$ 12,120,000	
CIP - Exec/Finance/Lab/Cust Svc/IT/Const	\$ 0	\$ 0	\$ 25,000	
CIP - Public Education	\$ 150,000	\$ 300,000	\$ 0	5
CIP - Master Planning	\$ 5,000	\$ 0	\$ 0	
CIP - General Collection & Transmission	\$ 125,000	\$ 0	\$ 0	
CIP - Neighborhood Sewering	\$ 0	\$ 25,000	\$ 0	
CIP - Lift Stations	\$ 1,485,000	\$ 2,025,000	\$ 1,015,000	6
CIP - Gravity System	\$ 550,000	\$ 350,000	\$ 4,905,000	7
CIP - Force Mains	\$ 2,031,000	\$ 2,030,000	\$ 2,000,000	
CIP - LPSS	\$ 0	\$ 20,000	\$ 0	
CIP - Permanent Generators	\$ 355,000	\$ 300,000	\$ 0	8
CIP - Telemetry	\$ 860,000	\$ 35,000	\$ 0	
CIP - Operations Planning Studies	\$ 0	\$ 0	\$ 0	
CIP - Operations General Site Improvements	\$ 225,000	\$ 100,000	\$ 0	
CIP - Treatment & Disposal	\$ 1,210,000	\$ 325,000	\$ 2,275,000	9
CIP - Reuse General	\$ 1,345,000	\$ 50,000	\$ 250,000	
CIP - Reuse Pumping Stations	\$ 220,000	\$ 1,425,000	\$ 1,500,000	
CIP - Reuse Mains	\$ 0	\$ 0	\$ 0	
CIP - Reuse Telemetry/Metering/Controls	\$ 0	\$ 100,000	\$ 150,000	
CIP - Biosolids	\$ 50,000	\$ 0	\$ 0	
Total	\$ 12,917,642	\$ 12,435,000	\$ 14,393,591	

Notes:

1. Funding to advance our 2500 Jupiter Park Drive site plan was moved from “Buildings” in the Rate Study to “Treatment & Disposal” in the Budget.
2. Funding to achieve remediation of our 20 Acres was moved from “Infrastructure Improvements” in the Rate Study to “Treatment & Disposal” in the Budget.
3. Machinery & Equipment costs are down because: we have delayed \$100k for new fine bubble diffusers until after the anaerobic selector zone demonstration project has been completed; we expedited \$230k worth of generators into the current fiscal year.
4. Delivery of vehicles ordered in FY2025 has been delayed and we now expect to receive and pay for several of those vehicles (already ordered) in FY2026.

5. In an effort to keep capital projects at a manageable level, we have listed the Public Education capital projects (e.g., 20 Acres, BLM) as rank 2 projects. So, we will address them if rank 1 projects are delayed.
6. In an effort to keep capital projects at a manageable level, we have listed the Lift Station control panel replacement capital project as a rank 2 project. We can reprioritize this project if significant rank 1 projects are delayed.
7. Anticipated cleaning, inspection, and lining of gravity laterals throughout the Center Street corridor have been expedited in response to anticipated roadway work by the County.
8. Replacement of several permanent generators has been delayed to improve asset assessment and prioritization.
9. See Notes 1 & 2 above plus the following Treatment & Disposal capital projects were delayed from FY2025 to FY2026: Clarifier #4, anaerobic selector zone, and blower building upgrades.

Budgeted capital projects ≥ \$250,000:

Project Description	Cost
Lift Station 027 Collection System - lateral cleaning, inspection, and lining	\$ 2,750,000
Lift Station 012 Collection System - lateral cleaning, inspection, and lining	\$ 1,750,000
AC Force main Replacement - A1A from Jupiter Beach Road to Indiantown Road, e.g., (LS090-FM01 & LS094-FM01 & LS094-FM04 & LS094-FM06 & LS094-FM08)	\$ 1,500,000
Upgrade of IQ518 Electrical, instrumentation, & controls - engineering	\$ 1,500,000
20 Acre Site Plan Remediation - construction	\$ 1,100,000
2500 Jupiter Park Drive Site Improvements Phase 1 - engineering	\$ 1,000,000
Structural Condition Assessment of Headworks and Diversion Structure A	\$ 980,000
Lift Station General Construction Services	\$ 875,000
Loxahatchee River Subaqueous Force Main Replacement - completion	\$ 500,000

Revised Budget Policy

Under Tab 5C of this agenda, staff are recommending revisions to our Budget Policy. These revisions are intended to help staff manage capital spending. The budget is drafted with a clear focus on capital projects that have been ranked the most important or time sensitive. The revised budget policy will allow staff to pivot to implementing Rank 2 projects if/when Rank 1 projects are delayed. Our intent of this revised capital project approach is to maximize the amount of work that can be accomplished in a given fiscal year even in the face of unexpected project delays. Our goal is to systematically plan our work and execute the plan. When a given project's plan is delayed, we will then pick up a suitable capital project with a lower ranking and begin making progress on that project. We trust this approach will allow us to maximize the use of available staff time and facilitate our goal of spending budgeted capital funds.

FY2026 Draft Operating Budget Matrix

Matrix Category	FY	Executive	Finance and Admin	Public Education	Information Services (IT, Lab, Cust Service)	Engineering	Construction	General Operations	Collection & Transmission	Treatment & Disposal	IQ Water System	Biosolids	Total	\$ Increase (Decrease)	% Increase Decrease
Salaries and Wages	2025	760,900	596,100	356,800	1,388,200	1,055,100	511,200	390,300	1,367,000	1,683,300	195,200	153,200	8,457,300		
Salaries and Wages	2026	789,600	643,100	369,100	1,382,600	1,147,900	532,200	599,000	1,308,500	1,707,600	204,100	159,500	8,843,200	385,900	4.6%
Payroll Taxes	2025	41,000	42,900	26,700	99,900	77,100	37,300	24,300	100,700	125,000	14,500	11,400	600,800		
Payroll Taxes	2026	41,900	45,100	27,600	99,100	82,300	39,200	39,100	96,000	126,300	15,100	12,000	623,700	22,900	3.8%
Retirement Contributions	2025	122,200	97,200	37,400	208,700	158,000	64,000	63,400	194,300	264,100	31,900	17,100	1,258,300		
Retirement Contributions	2026	120,500	104,700	40,200	216,400	185,400	71,500	97,400	169,400	246,500	33,300	26,200	1,311,500	53,200	4.2%
Employee Health Insurance	2025	146,900	114,500	55,000	309,200	261,200	175,300	58,500	337,300	353,500	44,300	35,500	1,891,200		
Employee Health Insurance	2026	142,900	124,000	59,600	305,100	283,400	140,000	98,600	321,200	400,700	48,300	24,100	1,947,900	56,700	3.0%
Workers' Comp Insurance	2025	700	2,200	300	6,700	8,200	6,000	2,700	15,400	18,200	2,300	1,800	64,500		
Workers' Comp Insurance	2026	1,600	2,300	200	6,800	7,700	6,200	5,000	14,500	17,300	2,400	1,900	65,900	1,400	2.2%
General Insurance	2025	42,700	-	5,450	4,100	-	-	518,000	-	-	-	-	570,250		
General Insurance	2026	43,850	-	5,450	4,300	-	-	518,000	-	-	-	-	571,600	1,350	0.2%
Supplies and Expenses	2025	99,165	27,780	106,875	204,750	68,200	86,000	61,250	271,320	273,000	20,440	16,140	1,234,920		
Supplies and Expenses	2026	92,820	28,120	113,749	189,395	73,380	79,570	64,840	249,740	313,500	18,290	16,440	1,239,844	4,924	0.4%
Utilities	2025	20,600	4,300	39,800	103,220	12,500	6,900	10,700	480,300	740,800	396,300	600	1,816,020		
Utilities	2026	24,320	4,300	39,800	112,220	12,500	6,900	10,700	489,500	740,800	441,300	600	1,882,940	66,920	3.7%
Chemicals	2025	-	-	-	-	-	-	-	-	4,000	155,000	315,000	474,000		
Chemicals	2026	-	-	-	-	-	-	-	-	4,000	170,000	100,000	274,000	(200,000)	-42.2%
Repair and Maintenance	2025	23,200	8,700	65,500	78,180	41,750	66,900	53,000	1,022,000	840,500	208,250	84,000	2,491,980		
Repair and Maintenance	2026	20,195	8,912	64,680	89,192	42,033	77,190	62,486	1,027,600	841,050	264,300	295,656	2,793,294	301,314	12.1%
Contractual Services	2025	212,250	90,200	57,330	298,500	-	-	7,000	72,000	98,000	265,000	1,275,000	2,375,280		
Contractual Services	2026	230,500	93,420	66,185	298,000	-	-	11,700	112,400	105,200	200,000	1,368,000	2,485,405	110,125	4.6%
Contingency	2025	225,000	-	-	-	-	-	-	-	-	-	-	225,000		
Contingency	2026	225,000	-	-	-	-	-	-	-	-	-	-	225,000	-	0.0%
Prior Year Total	2025	1,694,615	983,880	751,155	2,701,450	1,682,050	953,600	1,189,150	3,860,320	4,400,400	1,333,190	1,909,740	21,459,550		
Current Year Total	2026	1,733,185	1,053,952	786,564	2,703,107	1,834,613	952,760	1,506,826	3,788,840	4,502,950	1,397,090	2,004,396	22,264,283		3.7%
		-	-	-	-	-	-	-	-	-	-	-	-		
\$ Increase or (Decrease)		38,570	70,072	35,409	1,657	152,563	(840)	317,676	(71,480)	102,550	63,900	94,656	804,733		
% Increase or Decrease		2.3%	7.1%	4.7%	0.1%	9.1%	-0.1%	26.7%	-1.9%	2.3%	4.8%	5.0%	3.7%		



Loxahatchee River District

Neighborhood Sewering Schedule - Revised March 2025												
Rank #	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date	Heads Up Notice	Sewer Options	Notice Of Intent	Preliminary Assessment	Notice To Connect	Final Assessment	Boundry Interlocal / Legislative
11	Jupiter Farms (East)	708		TBD	TBD							Legislative
11	PB Country Estates	1547		TBD	TBD							Legislative
21	SE Indian Hills Drive	12	Property Records Review Determined Lots Abut US1 Right Of Way		Oct. 2024	Jan. 2016	Mar. 2024	Jun. 2024				Legislative
Remnant Area												
Rank #	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date	Heads Up Notice	Sewer Options	Notice Of Intent	Preliminary Assessment	Notice To Connect	Final Assessment	Boundry Interlocal / Legislative
	605+607 Military Trl (LPPS)	2		2022		Jun. 2020		Jan. 2021				Legislative
	18030 69 th Terrace	1	Application for developer project made; Comments on plans being addressed by applicant					Jul. 2025				Legislative
	17213 Bush Road	1	Statutory Way Provision – March 2025 (1 lot)					Apr. 2025				Legislative
	19999 SE County Line Road	1										Legislative
Private Road Areas												
Rank #	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date	Heads Up Notice	Sewer Options	Notice Of Intent	Preliminary Assessment	Notice To Connect	Final Assessment	Boundry Interlocal / Legislative
AA	Peninsular Road	3	Partial construction complete - June 2013 Soliciting easements for remainder of project	2010	AEO			Feb. 2010				Legislative
BB	Rivers Edge Road (Martin Co.)	35	Private Road-Easements Solicited - May 2014 Project Delayed	2013	AEO	Aug. 2010		Feb. 2014				Legislative
CC	171 st Street (Martin Co.)	7	Private Road - In House Design Easement rec'd from Church – April 2017 Grant received	2014	AEO	Oct. 2012						Legislative
D	Loggerhead Park (institutional)	6 EC's	Need Easements from County - No database	2014	AEO							Legislative
DD	Taylor Road	38		2015	AEO	Sept. 2011						Legislative
FF	North A1A	3	Postponed-Town activities in area - No database	2012	AEO							Legislative
GG	815 S US 1	9 EC's		2016	AEO	Nov. 2014						Legislative
GG	Rockinghorse (north of Roebuck Road)	11		2018	AEO	Jan. 2013						Legislative
GG	SE Castle Rd	5		2018	AEO	Jan. 2013						Legislative
GG	SE Jupiter Rd	4		2018	AEO	Jan. 2013						Legislative
HH	Harbor Rd. S	6		2017	AEO							Legislative
16	Limestone Creek Road West	49		2018	TBD	Jan. 2013						Legislative
	109 Old Jupiter Beach Road	1	Construction Complete			Sept. 2021 July 2022		Jun.2024	Apr.2025	Aug.2024	July 2025	Legislative
	182 nd Road North	12	Sewering Pricing Request by 50% of Owners Conceptual Design/Cost Est. - provided June 2023									Legislative
	6604 N 195th Place	1	Statutory Way Provision – Mar. 2024					May 2024	Aug. 2025			Legislative
	6746 N 195th Place	1	Statutory Way Provision – Mar. 2025									Legislative

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

SHENKMAN & SHENKMAN P.A.
2151 S. Alternate A1A, SUITE 1000
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Curtis@PalmBeachLawyer.Law

LEGAL ASSISTANTS
REAL ESTATE
BONNIE HARRIS
CAROLINA INMAN
DENISE B. PAOLUCCI

July 9, 2025

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. The amount in controversy for materiality is \$40,000.00 or more.

NO CHANGE IN STATUS: ONE (1) matter of potential pending litigation is reported under "Other Litigation".

There is 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

LRD- manhole & gravity main line re-routing by Coastal Property Concepts (“Coastal”) real estate developer of new home under construction at 844 Oceanside Drive, Juno Beach, FL 33480.

Current Status. Legal Counsel, Engineering and Executive Staff met on November 6, 2024, to evaluate strategies to proceed with District enforcement of the violation with the goal of the District Asset being protected, safe and secure and the District being made whole in the process. Engineering and legal work are being conducted in the meantime with a target goal of JULY 2025 for the next conference meeting to make sure proper preparations are in place for effective communications for resolving the dispute.

History:

Oct 12, 2022, LRD Attorney Legal Opinion existing Manhole & gravity main line installed by developer in 2005 serving the Oceanside project development permits a reasonably sized home to be designed and constructed in accordance with the District’s Construction Standards.

Balance of 2022 and most of 2023: LRD Engineering Department and Developers Engineer communicate as to two (2) quotes the Developer’s Engineer received to install a new manhole and sewer line to bypass and abandon in place the existing manhole and existing line, in order that Developer’s planned construction meets the District’s construction Standards. LRD Engineering led to believe Developer was having this done as part of the construction.

October 2023. LRD Engineering discovers the Developer has progressed with the foundation and start of construction of the home WITHOUT installing the new manhole and sewer line.

Oct 26, 2023, LRD Attorney advising attorney for Coastal the home under construction is being built in violation of the District’s Construction Standards, must be addressed by home improvements relocated/reconstructed or new manhole and gravity main line so as not to be in violation of the District’s Construction Standards.

Oct 2023 Juno Beach Zoning Director advising LRD Engineering Juno Beach will withhold issuing the certificate of occupancy (“CO”) until LRD and Developer resolve the manhole violation.

Oct 2023-Jan 2024 LRD Attorney & Coastal Attorney in communications for resolution.

Jan 31, 2024, Coastal letter to Town of Juno Beach requesting extension of Building Permit #21-9596 seeking extension of Permit expiring blaming delay on manhole alleged not located properly by the District and requesting February 28, 2024, Town Council meeting to address the extension.

Feb 1, 2024, LRD Deputy Director official letter providing response to Town of Juno Beach addressing the manhole and gravity main line facts and circumstances.

Feb 28, 2024, Town of Juno Beach granted extension of Building Permit to June 1, 2024.

March 13, 2024, LRD Attorney communication to Attorney for Coastal of the representation made to Town of Juno Beach to get the extension by Coastal that Coastal is working with LRD to resolve the manhole issue.

March 27, 2024, Coastal Attorney confirmation in contact with Clark Cryer Engineer regarding preparing plans for new manholes to replace manhole in violation of District standards.

April 2024 Coastal Attorney email reporting Clark Cryer Engineer not communicating.

June 1, 2024, Building Permit expired with the Town of Juno Beach and not extended.

June 7, 2024, LRD response to Estoppel letter request sending copy of the Feb 1, 2024, Deputy Director letter to the Town of Juno Beach addressing the manhole and gravity main line facts and circumstances.

July 2, 2024 LRD cooperates with Owner's request for Encroachments of Pool and Gas Line for Pool Heater into the Utility Easement, and reiterating the VIOLATION of the home built on top of the Manhole and Sewer transmission lines must be CURED in order for District to approve as condition prior to Town of Juno Beach issuing a Certificate of Occupancy for the home.

August 5, 2024, No Change in status. Owner's Building Permit expired.

August 8, 2024: LRD Attorney comprehensive Legal Demand letter to the Town of Juno Beach Attorney Len Rubin to set forth the legal justifications the Town of Juno Beach is entitled to not issue the final Certificate of Occupancy due to the health, safety and welfare violations of the 844 Owner in building new home improvements on top of existing manhole and gravity main serving multiple properties.

September 13, 2024. The Town of Juno Beach Attorney email to District's attorney regarding the Town recognizes the District's assertion that the developer failed to adhere to the District's construction standards. However, the Town did not have an independent basis to not issue the Certificate of Occupancy and the Town did want to be exposed to liability from the developer for not issuing the Certificate of Occupancy when Town's position is its Building Inspector inspected the home and determined the home was connected to the sewer system and met all the building code provisions. Town's position is the District has other alternatives to enforce the violation of its construction standards.

Sept 18, 2024. Coastal Deeds property to Joseph Paul and Kathleen Paul for \$4,675,000.00.

Coastal took no action to correct the violation and Joseph and Kathleen Paul are the current owners of the Property that is in violation of the District's construction standards.

LIEN FORECLOSURES

NONE

MORTGAGE OR LIEN FORECLOSURES / LRD COUNTERCLAIMS/CROSSCLAIMS

NONE



Director's Report

- | | |
|-------------------------------|------------|
| ➤ Admin. & Fiscal Report | attach. #1 |
| ➤ Capital Program Report | attach. #2 |
| ➤ Engineering Report | attach. #3 |
| ➤ Operations Report | attach. #4 |
| ➤ Information Services Report | attach. #5 |
| ➤ Environmental Education | attach. #6 |
| ➤ Safety Report | attach. #7 |
| ➤ Other Matters (as needed) | attach. #8 |





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: July 11, 2025
Subject: Monthly Financial Report

Cash and Investments Balance

Balance as of June 30, 2025

Institution	Rate	Book Value	Monthly Change in Investment	Market Value
U.S. Treasuries:				
U.S. Treasuries - Due 07/31/25	4.29%	\$ 5,649,227	\$ 19,763	\$ 5,689,185
Subtotal		\$ 5,649,227	\$ 19,763	\$ 5,689,185
Investment Accounts:				
Florida Prime - SBA	4.47%		\$ 49,093	\$ 13,418,272
Florida FIT - Preferred Deposit Pool	4.28%		28,259	8,085,952
Florida FIT - Cash Pool	4.47%		24,268	6,630,298
Bank United - Public Funds Reserve	3.87%		7,171	2,255,744
Subtotal			\$ 108,791	\$ 30,390,266
Cash Account:				
Truist-Hybrid Business Account	2.70%		\$ 11,919	\$ 4,521,884
Schwab Sweep Account	0.05%			773
Subtotal			\$ 11,919	\$ 4,522,657
Total			\$ 140,473	\$ 40,602,108

Investment Policy Compliance

Performance Measurements

Average weighted rate of return on investments is: 4.18%. As of 6/30/25, 3-month U.S. Treasuries were 4.24% and the 1-month Federal Fund Rate was 4.33%. The District's average weighted rate of return on investment of 4.18% is lower than our benchmark because we have \$4.5 million in our business checking account, which earns less than 3%.

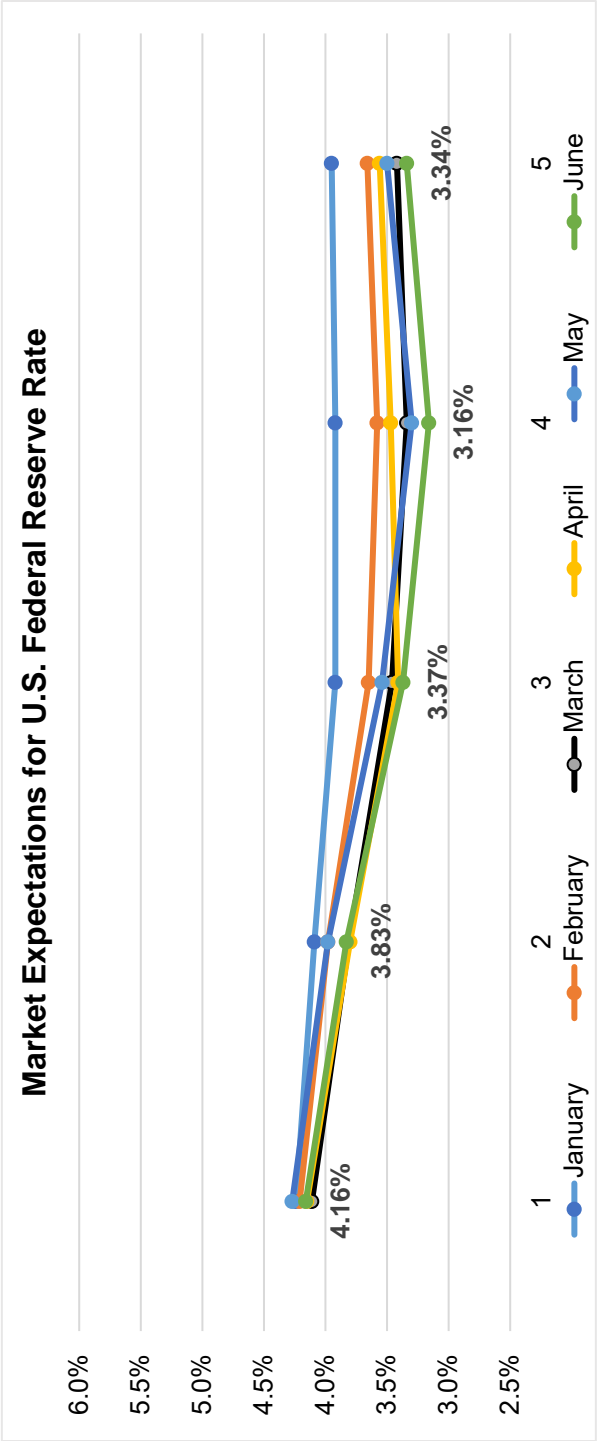
Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

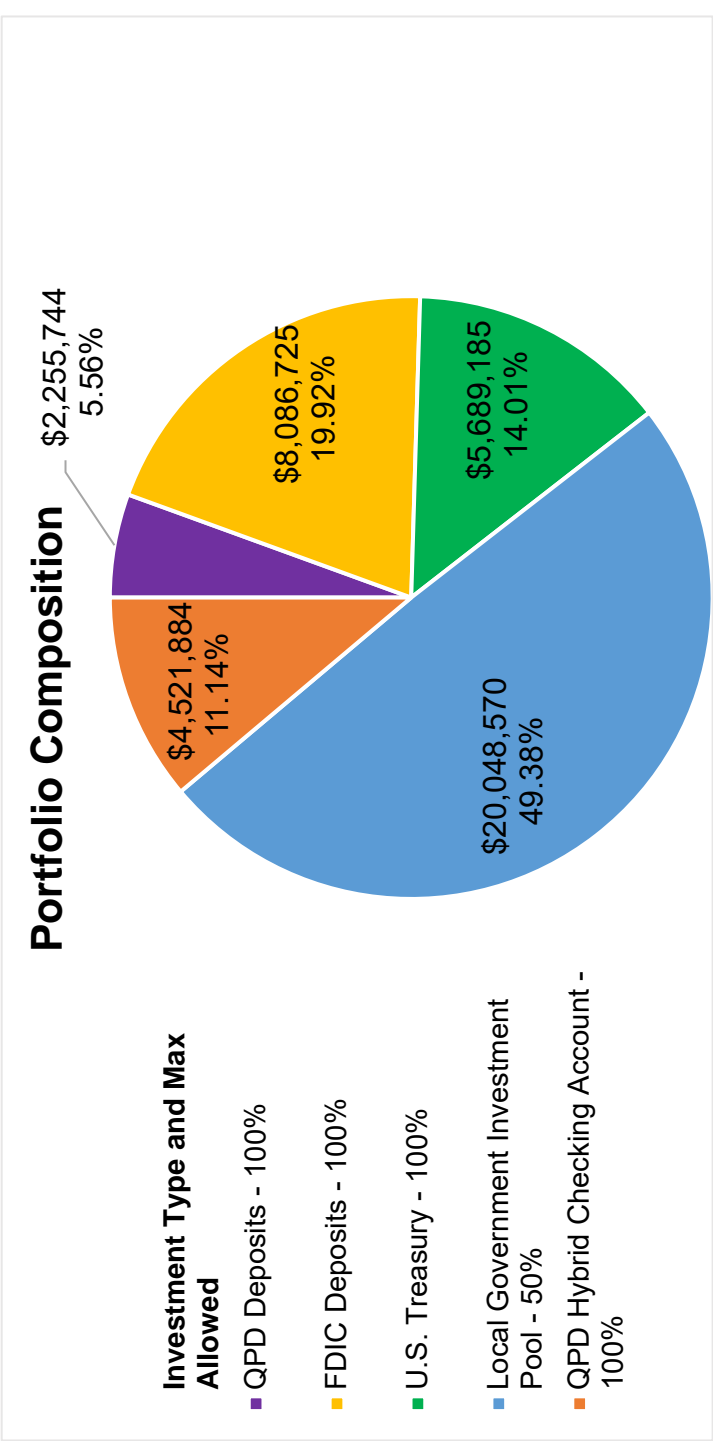
The central bank held the federal funds rate unchanged at the May 2025 meeting, keeping the Federal Reserve interest rates steady in a target range of 4.25% to 4.50%. Currently, Local Government Surplus Funds, such as Florida PRIME and Florida FIT, are offering highly competitive yields between 4.28% and 4.47%, while also providing daily liquidity. In contrast, U.S. Treasury Bills are yielding slightly less, around 4.26% as of July 7, 2025. In this environment, Local Government Surplus Funds represent a strategic opportunity to maximize interest earnings while preserving flexibility and safety. We will continue to closely monitor Federal Reserve decisions, interest rate trends, and market conditions to ensure our investment strategy remains aligned with both market realities and our financial objectives.



*Data as of June 30, 2025.

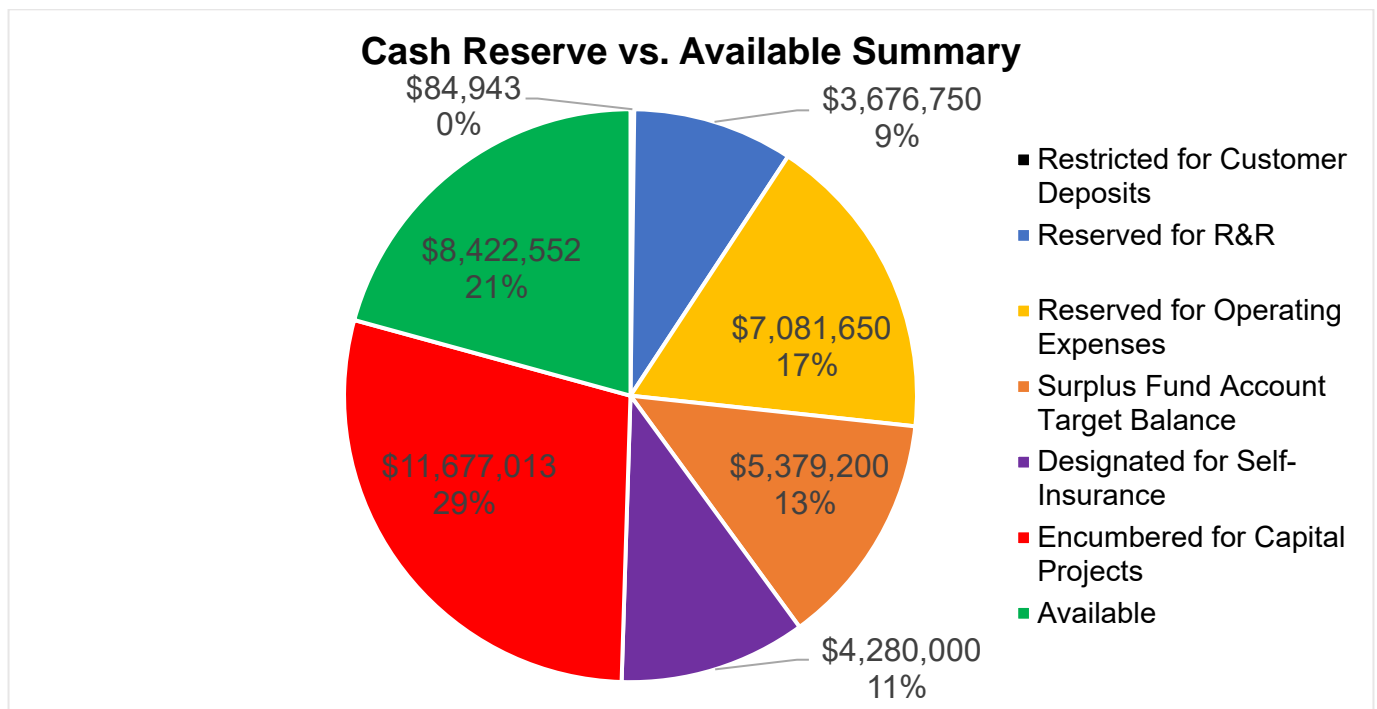
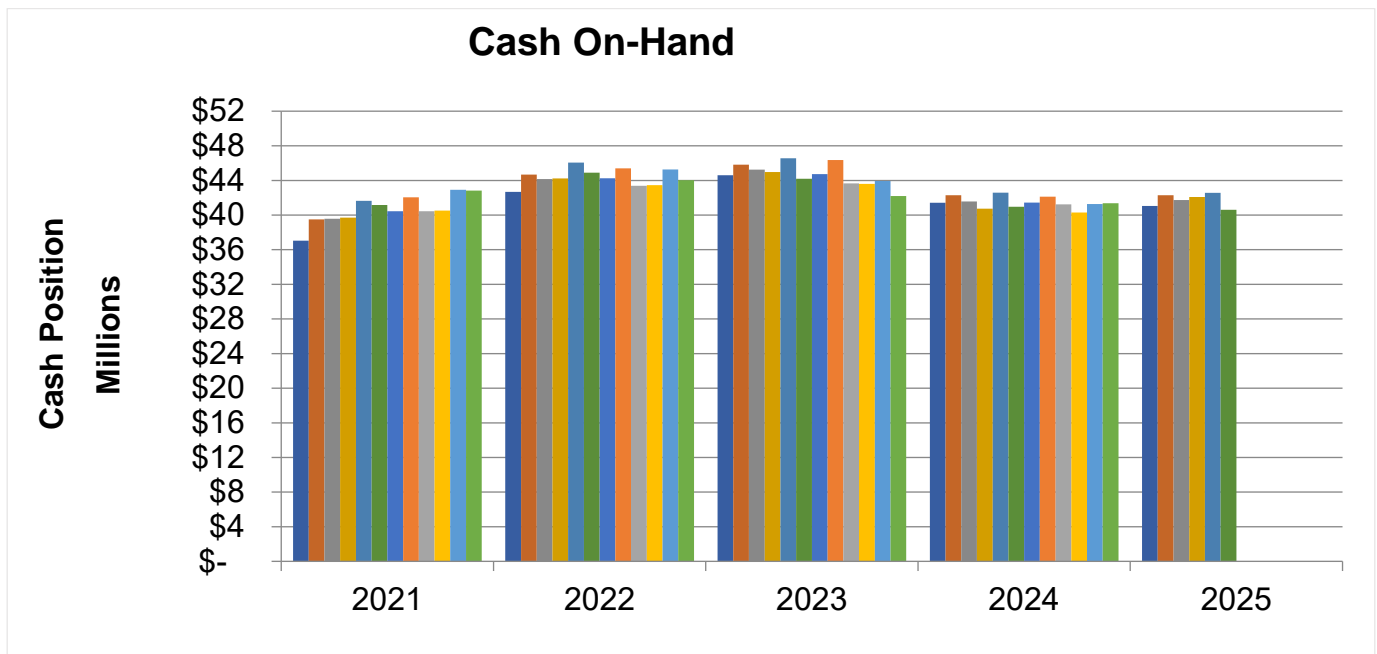
Portfolio Composition

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 June 2024 was \$40,955,647. Current Cash position is down by \$353,539.



Financial Information

- Legal fees billed in June were \$720. The fiscal year-to-date total is \$68,040.
- Estoppel fees collected in June totaled \$5,820. The fiscal year-to-date total is \$56,760.
- There was no septage billing in June.
- Developer's Agreement – There was one new Developer Agreements in June.
- I.Q. Water Agreements –San Palermo is past due for May and June; Martinique, New Haven 7A and 7B, and Valencia are past due for June.

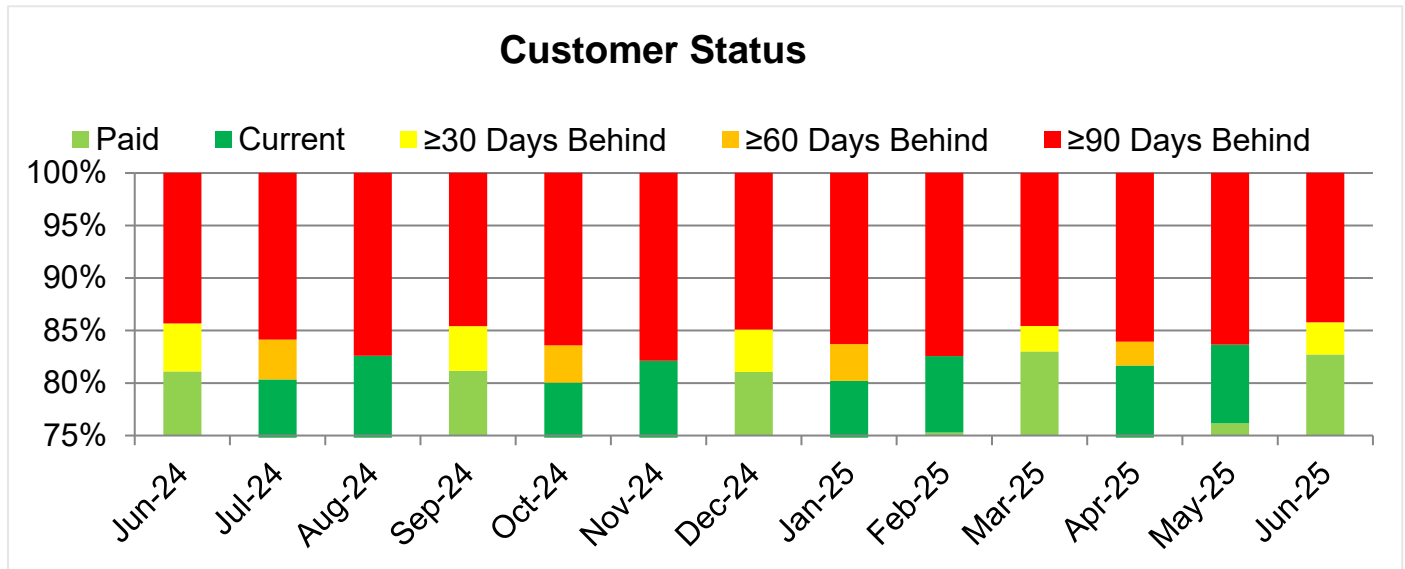
Summary of Budget vs. Actual

<i>Budget Benchmark</i> 75.00%						
	Jun-25 Actual	YTD Actual	FY 25 Budget	Favorable (Unfavorable)	Budget Expended	Jun-24 YTD
Revenues						
Operating Revenues						
Regional Sewer Service	\$ 1,610,980	\$ 14,189,902	\$19,029,455	\$ (4,839,553)	74.57%	\$14,021,378
Standby Sewer Service	10,279	89,113	100,000	(10,887)	89.11%	90,562
IQ Water Charges	214,572	1,860,053	2,500,000	(639,947)	74.40%	1,800,657
Admin. and Engineering Fees	5,557	17,828	50,000	(32,172)	35.66%	36,025
Other Revenue	63,632	412,570	500,000	(87,430)	82.51%	461,925
Subtotal Operating Revenues	1,905,020	16,569,466	22,179,455	(5,609,989)	74.71%	16,410,547
Capital Revenues						
Assessments	\$ 12,034	\$ 798,850	1,068,000	(269,150)	74.80%	1,101,146
Line Charges	38,420	125,869	400,000	(274,131)	31.47%	250,245
Plant Charges	18,554	306,076	600,000	(293,924)	51.01%	295,696
Capital Contributions		306,749		306,749	100.00%	
Subtotal Capital Revenues	69,008	1,537,544	2,068,000	(530,456)	74.35%	1,647,087
Other Revenues						
Grants		3,000	200,000	(197,000)	1.50%	27,200
Interest Income	144,717	1,734,694	2,242,100	(507,406)	77.37%	1,959,679
Subtotal Other Revenues	144,717	1,737,694	2,442,100	(704,406)	71.16%	1,986,879
Total Revenues	\$ 2,118,745	\$ 19,844,704	\$ 26,689,555	\$ (6,844,851)	74.35%	\$ 20,044,513
Expenses						
Salaries and Wages	\$ 659,532	\$ 5,921,826	\$8,457,300	\$ 2,535,474	70.02%	\$5,411,554
Payroll Taxes	48,485	427,569	600,800	173,231	71.17%	391,192
Retirement Contributions	91,999	880,554	1,258,300	377,746	69.98%	821,028
Employee Health Insurance	141,868	1,248,291	1,891,200	642,909	66.01%	1,175,160
Workers Compensation Insurance		53,330	64,500	11,170	82.68%	64,135
General Insurance		453,930	570,250	116,320	79.60%	492,629
Supplies and Expenses	104,330	863,816	1,234,920	371,104	69.95%	835,834
Utilities	134,623	1,174,551	1,816,020	641,469	64.68%	1,212,664
Chemicals	72,863	533,254	474,000	(59,254)	112.50%	384,513
Repairs and Maintenance	130,845	1,940,764	2,491,980	551,216	77.88%	1,678,434
Outside Services	211,590	1,747,206	2,375,280	628,074	73.56%	1,625,402
Contingency			225,000	225,000	0.00%	
Subtotal Operating Expenses	1,596,135	15,245,091	21,459,550	6,214,459	71.04%	14,092,545
Capital						
Capital Improvements	\$ 1,130,652	\$ 4,692,131	12,917,642	8,225,511	36.32%	7,105,490
Subtotal Capital	1,130,652	4,692,131	12,917,642	8,225,511	36.32%	7,105,490
Total Expenses	\$ 2,726,787	\$ 19,937,222	\$ 34,377,192	\$ 14,439,970	58.00%	\$ 21,198,035
Excess Revenues						
Over (Under) Expenses	\$ (608,042)	\$ (92,518)	\$ (7,687,637)	\$ 7,595,119		\$ (1,153,522)

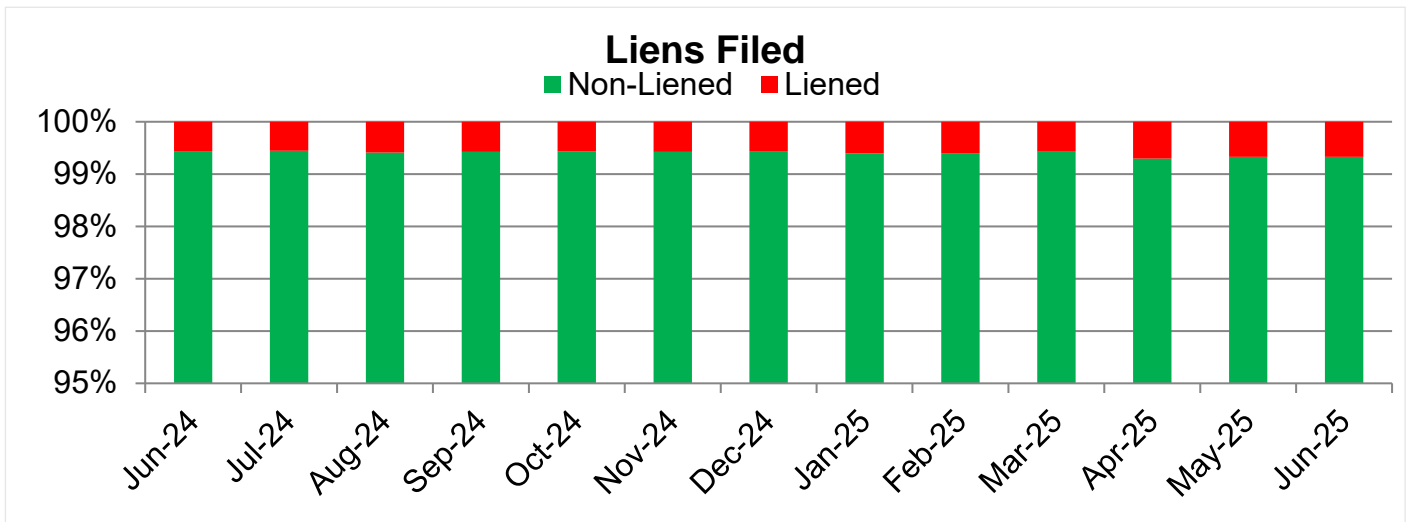
Total Capital expenses incurred and encumbered totalled \$15,188,383 or 117.58% of the current year's capital budget. This figure appears higher than the annual budget because we encumber the full cost of a project at the time it is approved and under contract, even if the work extends over multiple years. Some encumbrances are carried forward from previous years, while others pertain to future expenditures. Over time, this total remains relatively stable as completed projects are closed out and new ones are initiated.

Accounts Receivable

The District's second quarter billing was \$4,832,939, of this amount \$3,963,106 represents customer balances that are either paid or current. The chart below illustrates customers' receivable status as a percentage of quarterly sewer billing. Paid or current balances represent approximately 84.0% billing.



The District serves approximately 33,490 customers. Currently, the District has 225 liens filed which represent less than 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
DATE: July 9, 2025
SUBJECT: Capital Program Report

CAPITAL PROJECTS

76
Total Projects

SCHEDULE

28
Average Days Variance

59
% Days Variance

6
>30 - ≤60 Days Variance

11
>60 Days Variance

BUDGET

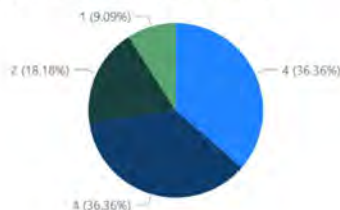
67
% Within Budget

51
≤ 110%

(Blank)
> 110%

25
≤ 120%

> 60 Days Variance (RED) by Delay Cause



Delay Cause

- CONSTRUCTION DELAYS
- DESIGN/PERMIT/BID
- LATE START
- SUPPLY CHAIN ISSUES

Gordon M. Boggie
BOARD MEMBER

Kevin L. Baker
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Total Projects: The total number of projects active in the capital program. This total number includes all projects regardless of dollar value.

Schedule: Overall program schedule performance is reported as Average Days Variance. The Dashboard also includes the number of projects performing ≤ **30** days, **31 ≤ 60 days** and > **60**. Positive variance is considered Late, negative variance is considered early.

Budget: Overall program budget performance is reported as the % of projects within budget. The Dashboard also includes the number of projects performing ≤ **110%**, > **110%** and > **120%**.

Delay Cause: The general cause of delays for projects > 60 days behind schedule.

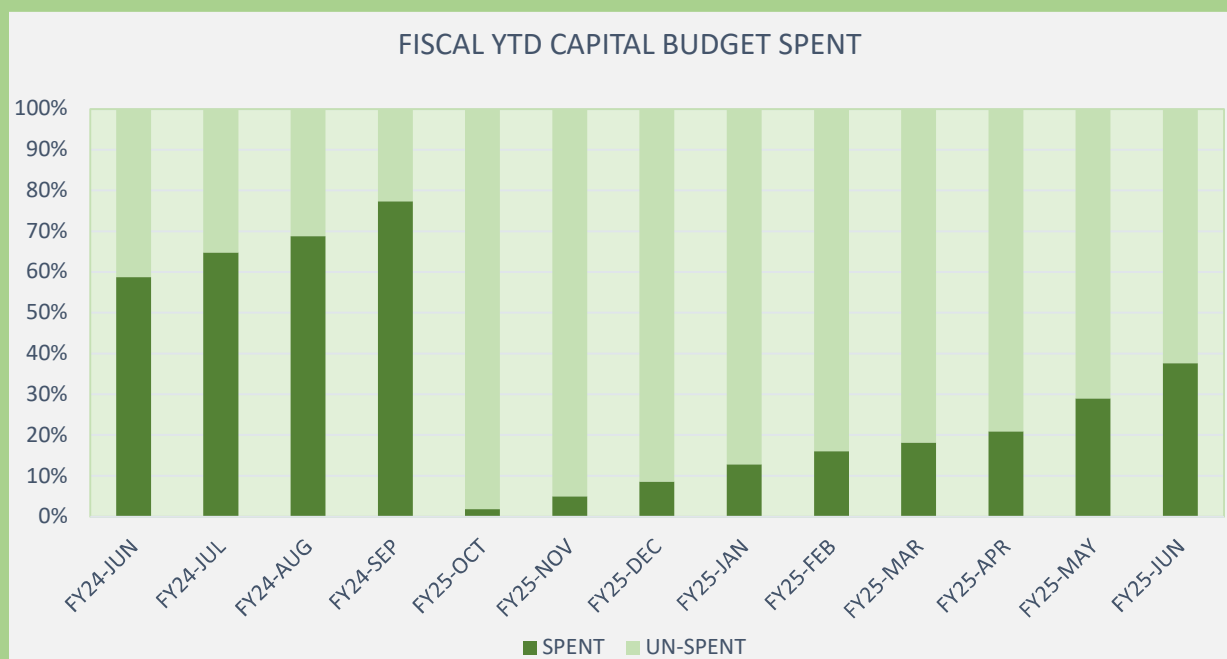
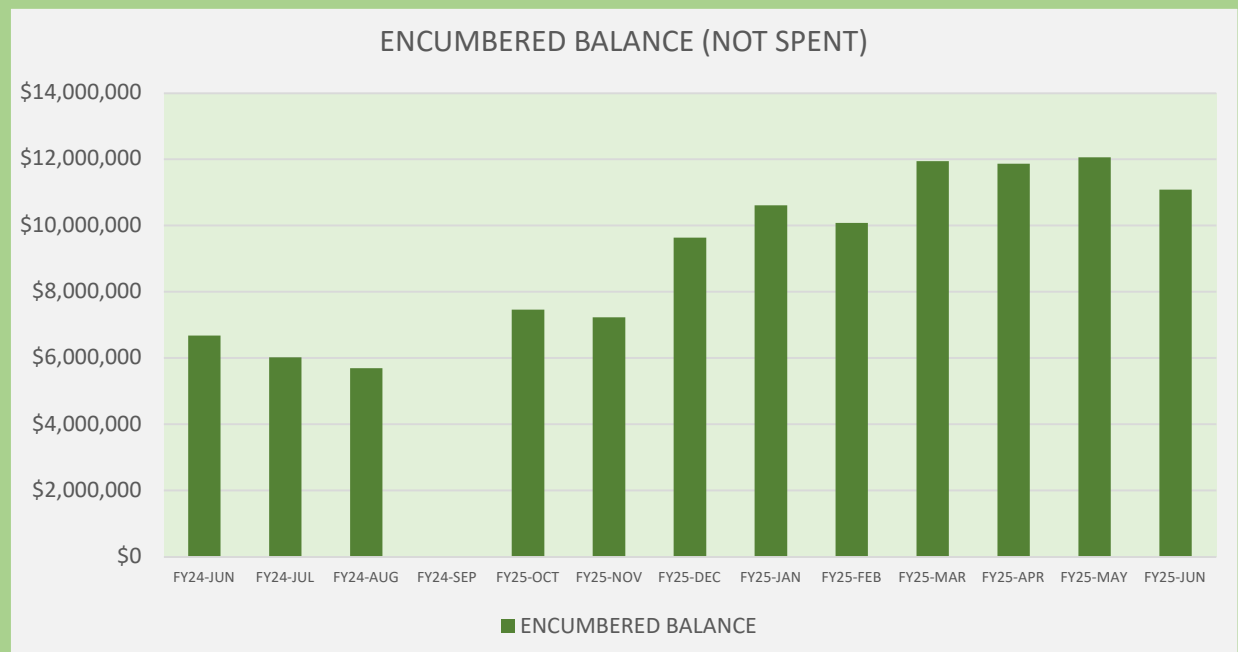
Blank: Denotes zero (0) projects reporting under that category.

Comments: % Within Budget should be stable for the remainder of FY25 and correct in FY26 when projects brought online early to balance spending are line itemed in the FY26 Budget.

Capital Budget: Overall capital program budget performance is reported as:

Encumbered Balance: The dollar amount encumbered under open purchase orders within the current fiscal year less the amount spent during the current fiscal year.

Capital Budget Spent: The percentage of the current fiscal year capital budget spent during the current fiscal year.



Company	Project	PM	% Complete	Finish Variance	Finish Date	UpcomingTask/Submittal
Baxter & Woodman	A Structure and B Structure Rehabilitation	AR	81	0	9/18/2025	7/17/25 - Prebid Meeting 7/24/25 - Deadline for Questions 7/29/25 - Issue Final Addendum
Baxter & Woodman	Anaerobic Selector Zone Pilot Testing and Process Blower Improvements	BP	55	0	7/9/2026	9/25 - Shipment of equipment and installation to begin.
Baxter & Woodman	Headworks Rehabilitation	AR	81	0	9/18/2025	7/17/25 - Prebid Meeting 7/24/25 - Deadline for Questions 7/29/25 - Issue Final Addendum
Baxter & Woodman	IQ518 Electrical and IC Upgrades	SP	48	45	2/1/2026	TBD - 75% Review Meeting. 8/25/25 - 100% Submittal to LRECD. 9/8/25 - 100% Submittal Review Meeting. 9/29/25 - Bid Document Submittal.
Baxter & Woodman	Lift Station 200 Rehabilitation and Upgrades	SP	75	0	7/30/2025	7/30/25 - Final Technical Memorandum Due
Baxter & Woodman	Lift Station Control Panel Replacement and Telemetry	RT	0	0	1/12/2028	5/29/25 - Project placed on hold by LRECD.
Baxter & Woodman	Vacuum Truck Dump Facility	JH	58	36	11/1/2025	TBD - Submit Bid Set
Carollo	Wastewater Utility Risk and Resilience Assessment	AG	90	0	7/31/2025	6/1 - 6/30 - Carollo met with LRD to review draft RRA comments and began update of report based on comments. Risk management effort underway for a planned July 10th meeting to review.
HCE	Country Club Drive Cascading System	MP	0	0		
HCE	Indiantown Road Gravity and Manhole Inspections	CM	45	0	9/15/2025	**COMPLETED** Completed 90% of cleaning <<<====>>> **UPCOMING** anticipated field completion date 7/11

Company	Project	PM	% Complete	Finish Variance	Finish Date	UpcomingTask/Submittal
HCE	Lift Station 050 Emergency Generator	CM	54	0	3/12/2026	**COMPLETED:** Submitted permit extension & modification to PBC for right-of-way permit on June 11th. Responded to RFI June 30th. <<<<=====>>>> **UPCOMING:** site mobilization and commence construction, Pay App 2, schedule review
HCE	Lift Station 082 Conversion	MP	93	70	10/2/2025	**COMPLETED:** Pump startup/bypass removal <<<<=====>>>> **UPCOMING:** Pay App 7, new schedule and time extension (likely) finish final restoration (landscaping, asphalt, etc.), DFS Resolution and "Controls Startup", Final O&Ms, Training, As-Builts.
HCE	Lift Station 163 Electric Service Improvements	CM	100	-13	7/1/2025	**COMPLETED** Final submittal transmitted July 1st <<<<=====>>>> **UPCOMING** Any RFIs during construction
HCE	Lift Station Cellular Telemetry	PV	89	26	8/8/2025	**COMPLETED:** ATT Field Setup Complete <<<<=====>>>> **UPCOMING:** Final punchlist development
HCE	MLS Odor Control Improvements	CM	95	0	4/4/2026	**COMPLETED** 90% Deliverable submitted June 13th <<<<=====>>>> **UPCOMING** Upon receipt of comments, final drawings
KCI	20 Acre Site Remediation	TM	87	0	1/15/2026	Awaiting responses from PBC Zoning and from permit submittals on 5/26/25: PBC Tree Barricade, PBC Tree Preservation; and SFWMD resubmittal on 6/24/25.
Kimley-Horn	AC Force Main Replacement - A1A	SS	65	35	5/21/2026	Finalizing revisions per LRD 100% comments. Waiting on PBC for final approval on resubmittal.

Company	Project	PM	% Complete	Finish Variance	Finish Date	UpcomingTask/Submittal
Kimley-Horn	County Line Road Utility Relocations	SS	34	95	4/5/2026	Substantial completion
Mock-Roos	Loxahatchee River Subaqueous Force Main Replacement	JC	75	0	1/28/2026	Complete Pilot Bore

Company	Project	PM	% Complete	Finish Variance	Finish Date	UpcomingTask/Submittal
LRD	2500 Jupiter Park Drive Site Improvements	KD	48	34	8/21/2025	Final ranking completed by staff on 5/15/2025. Staff are working with most qualified firm to bring a proposed contract to the Board for consideration at the August 2025 meeting.
LRD	2966 Jamaica Drive	CJ	100	0	1/21/2025	COMPLETE
LRD	Administration and Operations Fire System	JP	70	565	4/3/2026	Need to requote project to ensure contractors include identical number of devices. Anticipate presenting at 9/18/25 Board meeting. Install previously pushed to FY26
LRD	Administration Bathroom Renovation	JP	100	0	2/7/2025	COMPLETE
LRD	Aeration Basin Fine Bubble Diffuser Replacement	JP	0	0	3/30/2027	Project to be delayed until completion of Anaerobic Selector project on 7/9/26. Updated project start date to 8/3/26.
LRD	Aeration Basin Influent Gate Operator	JP	95	32	8/3/2025	Gear actuators received on 6/17/25. Installation coordination in process.
LRD	Australian and Palm Garden Manhole Adjustments	CJ	93	18	7/25/2025	Project in closeout / pay application processing.
LRD	Blower Building Intake Louver Replacement	JP	64	597	3/19/2026	No progress this month. J. Pugsley to create a set of bid documents to solicit bids via Demand Star . Updated to reflect presenting to Board at 9/18/25 Meeting
LRD	Clarifier 4 Rehabilitation	JP	49	0	2/2/2026	Coatings contract to be awarded at 7/17/25 Board meeting. PO issuance anticipated 7/18/25.
LRD	Data Sonde	BH	100	0	3/30/2025	COMPLETE
LRD	Disaster Recovery Site Setup	JC	17	336	1/22/2026	Request pricing from Dell for Server, Storage and Backup Appliance 5/7/2025
LRD	Door Access Control Replacements	JC	100	0	1/30/2025	COMPLETE

Company	Project	PM	% Complete	Finish Variance	Finish Date	UpcomingTask/Submittal
LRD	Emergency Notification System	JP	93	0	7/31/2025	Per J. Chung , Installation of 2 remaining devices was delayed pending install of new intercom systems at same location. Devices and intercoms to be installed within the next week. Integration of audio files is last remaining item.
LRD	Engineering Services Offices	CJ	54	0	3/27/2026	Fiber/electrical work construction in progress.
LRD	Front End Loader Replacement	JP	100	0	1/17/2025	COMPLETE
LRD	Headworks H2S Monitor - Odor Control System Improvements	JP	97	124	7/31/2025	Integration into SCADA is pending. Quote received. PO to be issued by 7/11/25 and work scheduled within next 2 weeks.
LRD	Indian Hills Low Pressure Sewer System	CJ	82	-19	9/14/2025	Project under construction.
LRD	Injection Well Flow Meter	JP	64	-1	9/29/2025	Completed site walk through with Nathan and Bob to plan job. NJ in process of ordering necessary pipe/fittings, megalugs etc. to complete installation.
LRD	IQ502 Electrical Service - Admiral's Cove	CJ	34	0	5/1/2026	On 5/22/25, FP&L provided notice that they would not be able to cut in a transformer for LRD on the service line. LRD is reviewing additional options to resolve.
LRD	IQ511 Spare Jockey Pump Rebuild - FLY-0921132	JN	63	0	9/9/2025	Waiting parts and delivery
LRD	IQ518 Pump Rebuilds	JN	100	0	2/17/2025	COMPLETE
LRD	JILNOA FPL Pole Removal	KD	100	0	2/28/2025	COMPLETE
LRD	Lift Station 050 Collection System Rehabilitation	CJ	100	0	1/28/2025	COMPLETE
LRD	Lift Station 081 Rehabilitation	CJ	97	80	7/25/2025	Project in closeout / pay application processing with 1 outstanding field punchlist item.
LRD	Lift Station 148 Rehabilitation	CJ	96	0	7/17/2025	Project in closeout / pay application processing.

Company	Project	PM	% Complete	Finish Variance	Finish Date	UpcomingTask/Submittal
LRD	Lift Station 152 Rehabilitation	CJ	98	141	7/25/2025	Project in closeout / pay application processing.
LRD	Lift Station 167 Rehabilitation	CJ	97	15	7/25/2025	Project in closeout / pay application processing with 1 outstanding field punchlist item.
LRD	Lift Station 177 Power and Control Panel	CJ	48	0	5/18/2026	PO issued and waiting on delivery of control panel. Working to obtain proposal from general services contractor for installation.
LRD	Lift Station 230 Rehabilitation	CJ	100	0	2/18/2025	COMPLETE
LRD	LP1260 Rehabilitation	CJ	14	0	4/29/2025	
LRD	Main Generator 1 Enclosure Replacement	JP	0	0		Project rescheduled with 2500 Jupiter Park Drive Site Improvements - Phase 1
LRD	Mini Excavator	CJ	100	0	2/18/2025	COMPLETE
LRD	MLS Pump Rebuild - FLY-1870002/LS001-P3	JN	58	0	9/30/2025	Waiting parts and delivery
LRD	Network Hardware Replacement - LS001, LS200, IQ518	JC	68	-156	12/18/2025	MLS to be installed. Programmed MLS switch and will install by end of July 2025
LRD	New Ford Transit - Reuse	JP	99	84	7/18/2025	Outfitting nearly complete. Logos and tint are only outstanding items. Logos to be completed within the next week. Tinting may remain outstanding due to vendor backlog. Vehicle to be commissioned without tint completed.
LRD	Plant Lift Station 001 Control Panel Replacement	JP	79	0	7/18/2025	HGI submitted proposal on 5/5/2025. Proposal review is in process. To be presented at 7/17/25 Board meeting with PO anticipated to be issued on 7/18/2025.
LRD	Portable Equipment Anchoring	CJ	100	0	1/16/2025	COMPLETE
LRD	Portable Generator Replacement	JN	78	-54	7/31/2025	Adding to PMs
LRD	Portable Generator Replacement	JN	84	-61	8/1/2025	Waiting on Startup

Company	Project	PM	% Complete	Finish Variance	Finish Date	UpcomingTask/Submittal
LRD	Portable Pump Replacement	JN	100	-117	7/31/2025	COMPLETE
LRD	Public Education UTV	JO	42	0	12/1/2025	Delivery
LRD	River Center Passenger Van	JP	100	-135	6/5/2025	COMPLETE
LRD	San Palermo IQ Point of Connection	CJ	50	88	2/1/2026	Proposal from general services contractor received and under review.
LRD	Science Center at JILONA	KD	0	0	9/30/2026	Project ON HOLD pending coordination with BLM
LRD	Server Life Cycle Replacement	JC	85	357	8/14/2025	Migrate Hach WIMS - Alan is working on an issue with support when we tested migration
LRD	Sludge Polymer Make Up System	JP	93	-1	7/29/2025	Installation of sludge polymer skids is in process
LRD	Sludge Storage Tank Fine Bubble Diffuser Replacement	JP	0	0	2/3/2027	Project to be delayed until completion of Anaerobic Selector project on 7/9/26. Updated project start date to 8/3/26.
LRD	Trailer Caddy	JP	100	-130	5/16/2025	COMPLETE
LRD	Unit 14 Replacement - Construction	JP	91	31	9/16/2025	Delivery of vehicle pending. Vendor provided updated delivery date of mid-August
LRD	Unit 21 Replacement - Wild Pine Lab	JP	100	0	11/21/2024	COMPLETE
LRD	Unit 24 Replacement - Engineering	JP	100	0	12/20/2024	COMPLETE
LRD	Unit 25 Replacement - Ops Admin	JP	100	0	11/28/2024	COMPLETE
LRD	Unit 26 Replacement - Collections	JP	100	0	2/21/2025	COMPLETE. Paid 2/21/2025
LRD	Unit 27 Replacement - Reuse	JP	59	0	1/7/2026	Delivery date provided by vendor. Delivery scheduled for December 2025.
LRD	Unit 29 Replacement - Collections	JP	59	0	1/6/2026	PO issued 11/25/24. Delivery of vehicle pending.
LRD	Unit 63 - New F550 Crane - Construction	JP	65	0	12/24/2025	Delivery date provided by vendor. Delivery scheduled for November 2025.

Company	Project	PM	% Complete	Finish Variance	Finish Date	UpcomingTask/Submittal
LRD	WWTP Electrical Upgrades - Phase 1	JP	70	0	12/4/2025	Shop drawing submittals 95% Complete. Comprehensive schedule with proposed system bypass plans is pending. Onsite meeting with HG scheduled for 7/10/25. Anticipate onsite construction to commence by 7/21/25



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director
FROM: Kris Dean, P.E., Deputy Executive Director
Courtney Jones, P.E., Director of Engineering
DATE: July 17, 2025
SUBJECT: Engineering Services Report

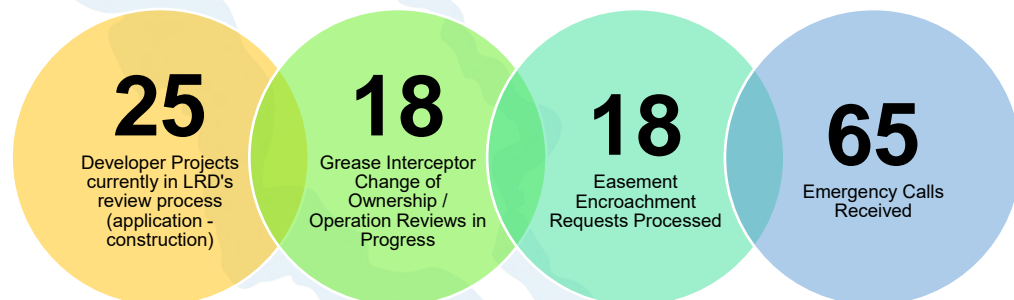
Engineering Administration:

Engineering Admin (ENG ADMIN) staff engage on a daily basis with customers and developers on the following District functions:

- Plan Review Process (from pre-application through Construction)
- Grease Interceptor Application / Change of Ownership or Operation
- Easement Encroachment Requests
- Emergency Calls

Engineering's goal is to respond to developer's requests within 5 business days at all stages of the review process.

Developer Response Time	
Month-Year	Average Response Time (Days)
June-24	1.68
July-24	1.48
August-24	1.29
September-24	1.71
October-24	Not Available
November-24	Not Available
December-24	Not Available
January-25	2.48
February-25	2.94
March-25	1.71
April-25	1.56
May-25	2.87
June-25	1.84
12-MONTH AVERAGE	1.96



June 2025

KPI Metrics:

	≤ 5 WORKING DAYS
	5 < # WORKING DAYS ≤ 7
	> 7 WORKING DAYS

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CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
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BOARD MEMBER

Water Reclamation – Environmental Education – River Restoration

Additionally, Engineering Admin also functions as the record keepers of the District through maintenance of record drawings and the Geographic Information Systems (GIS) map. All assets are generated and updated first by Engineering and then disseminated through a workflow to the District's asset management system. District staff are encouraged to complete redlines to the map for any discrepancies / updates that are needed based on field observation.

GIS Redlines	
Month-Year	# of Redlines Processed
June-24	30
July-24	65
August-24	36
September-24	29
October-24	64
November-24	29
December-24	30
January-25	21
February-25	44
March-25	31
April-25	18
May-25	19
June-25	52
12-MONTH AVERAGE	36

KPI Metrics:

	≥ 20
	15 < REDLINES ≤ 19
	> 15 REDLINES

Engineering Inspections:

Engineering Inspections (ENG INSP) staff are responsible for protection of existing District facilities and ensuring new facilities are constructed in compliance with the District's Manual of Minimum Construction Standards and Technical Specifications.

For compliance with Underground Facility Damage Prevention and Safety Act, Chapter 556, Florida Statutes, Engineering must respond to standard locate tickets within 2 full business days (metric is set to 2.75 days to account for tickets that come in after business hours).

811 Locates		
Month-Year	# of Locate Tickets Completed	Average Time to Locate (Days)
June-24	768	0.88
July-24	770	0.75
August-24	842	0.61
September-24	712	0.65
October-24	732	0.53
November-24	724	0.86
December-24	685	0.78
January-25	756	0.64
February-25	644	0.71
March-25	744	0.68
April-25	733	0.68
May-25	704	0.73
June-25	727	0.87
12-MONTH AVERAGE	734	0.72

KPI Metrics:

	< 2.75 days
	≤ 2.9 days
	> 2.9 days

Engineering Construction:

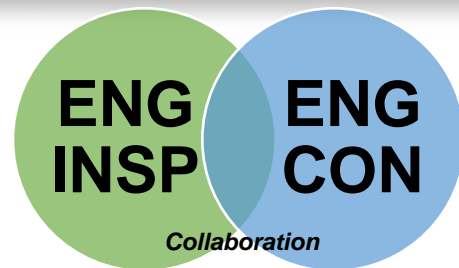
Engineering Construction (ENG CON) staff are responsible for supporting Collections, Reuse and Operations with necessary repairs and rehabilitations of their respective assets. The District has a Construction Foreman who oversees three 2-person construction crews.

The Engineering Department also oversees general services construction contracts (low-pressure, lift station, wastewater/IQ, general electrician services and lining).



Project Highlight

DBE Utility Services installed the new 20" HDPE river crossing via horizontal directional drill as part of capital project to provide a redundant crossing at this critical location.



Project Highlight

District received an emergency call from another utility provider who had a line break and broke the District's clay (VCP) service lateral. This service lateral had been previously lined with CIPP. District staff responded by televising the lateral and confirmed no issues with the lined lateral and no SSO.



Collections / Transmission & Reuse / Distribution:

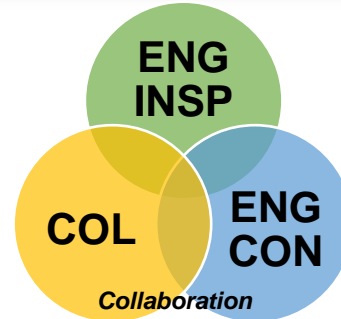
Collections and Transmission (COL) staff are responsible for the District's collection and transmission system, which collects and transmits raw wastewater to the District's Wastewater Treatment Facility (WWTF) for treatment. Collections staff routinely perform preventative maintenance on the various assets of the collections system and respond to emergency calls.

Reuse staff are responsible for the effective and efficient operation and maintenance of the District's reuse distribution facilities. Reuse staff routinely perform preventative maintenance on the various assets of the distribution system and coordinate with both wholesale and retail customers for effective delivery of reuse water.



Project Highlight

Staff working with Contractor for night work to clean, CCTV and review condition of the gravity sewer system on Indiantown Road from Lift Station No. 001 to Alternate A1A.



Red Lights / Emergency Call Response:

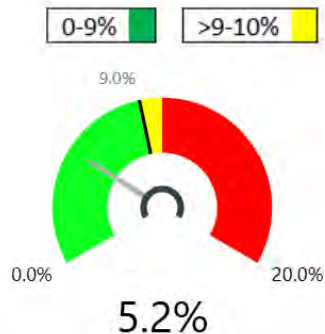
This month the wastewater collections / transmission system experienced 34 total red lights. 21 lift station red lights (19 stations with 2 stations experiencing multiple red light events) and 13 low pressure red lights (12 stations with 1 station experiencing multiple red light events).

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.

Red Light Emergency Call Work Orders Dashboard

June 2025

% LRD Related Red Lights at Lift Stations



21

WO for LS Red Lights

19

LS with Red Lights

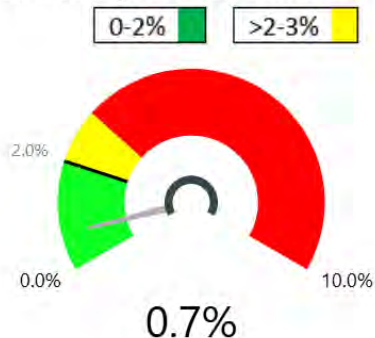
211

LS w/ No Red Light Alarm

2

LS w/ Multiple Occurrences

% LRD Related Red Lights at LP Stations



13

WO for LP Red Lights

12

LP with Red Lights

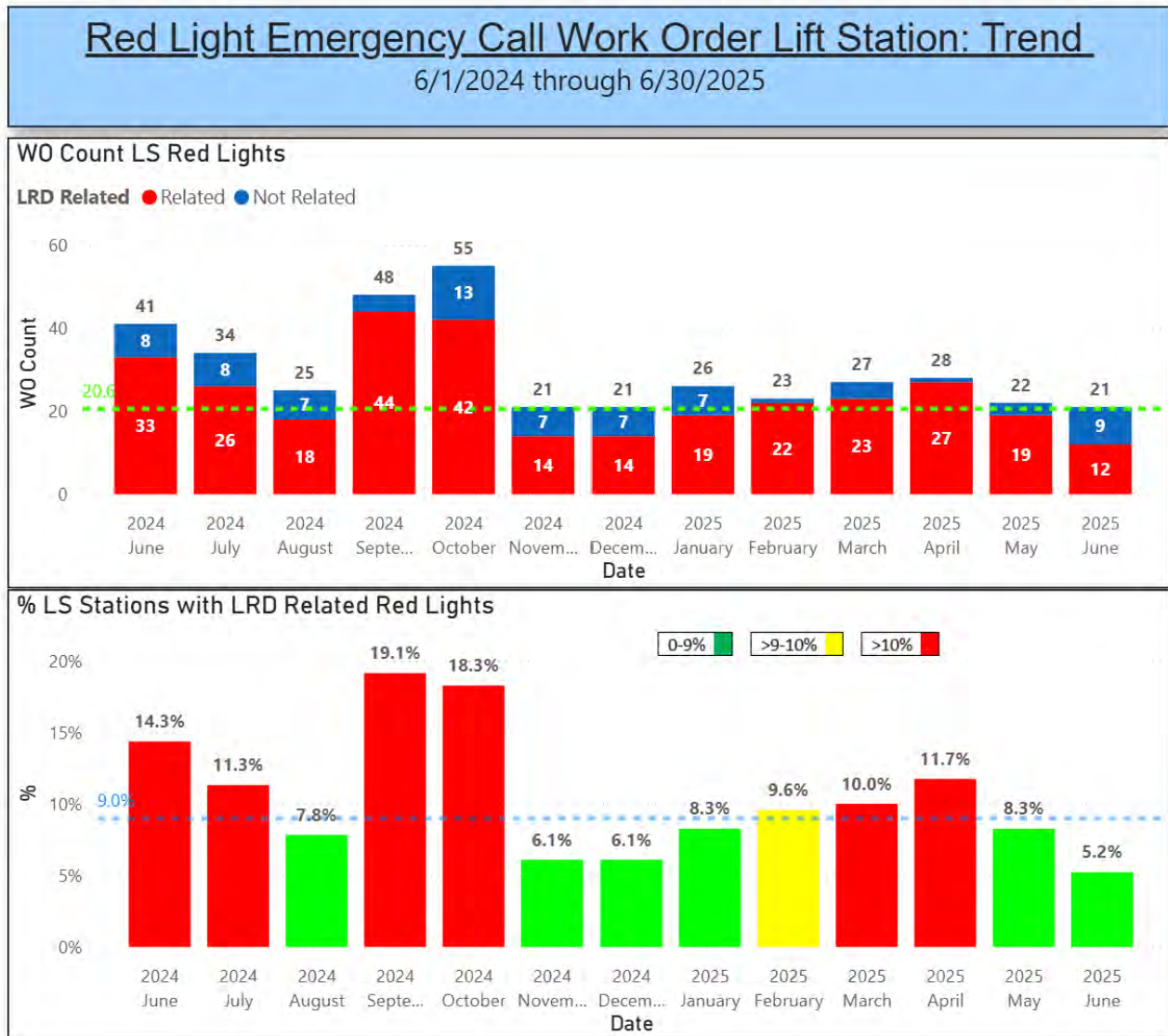
1634

LP w/ No Red Light Alarm

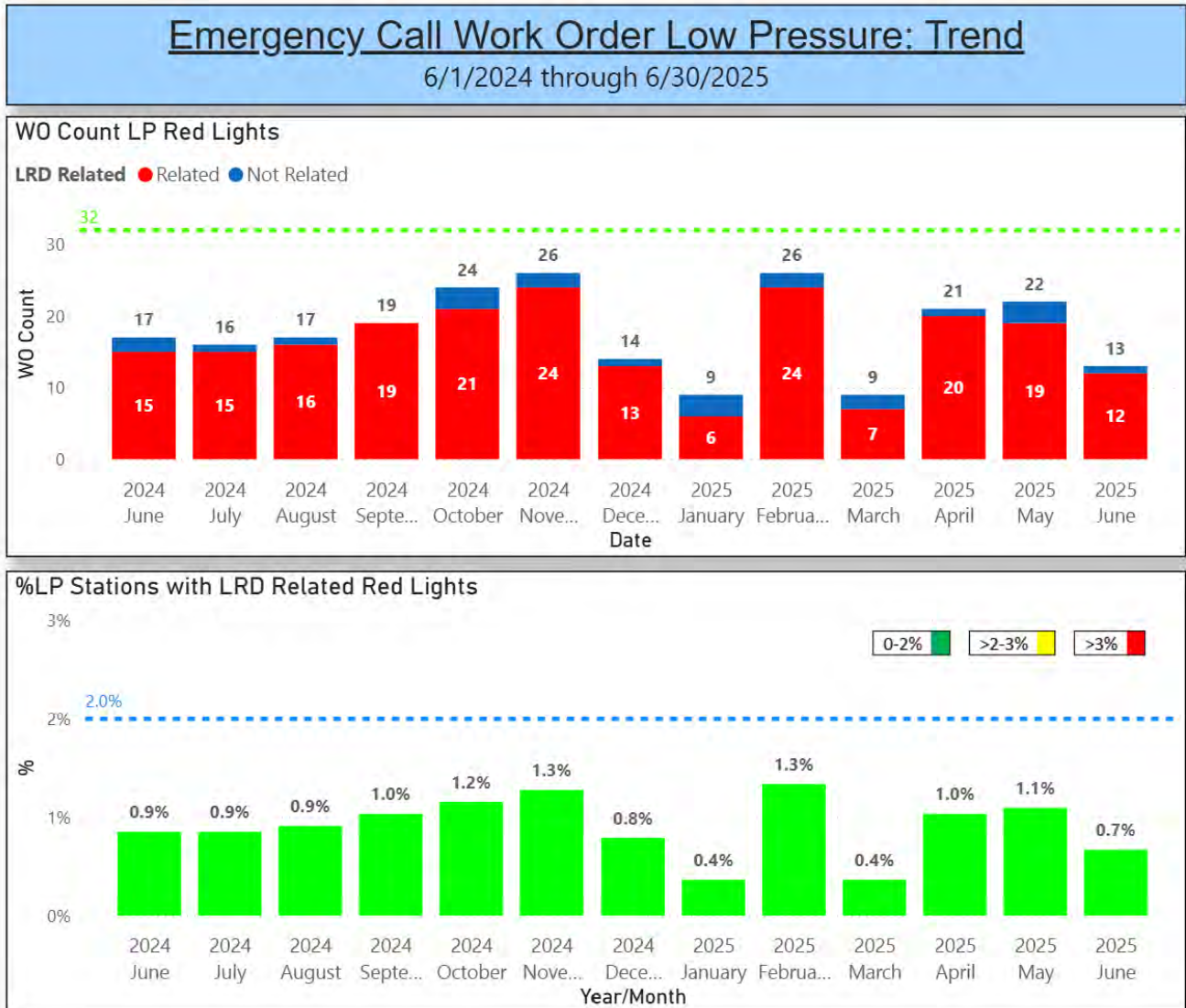
1

LP w/ Multiple Occurrences

Of the wastewater lift stations within the District's service area, 5.2% of these lift stations experienced a LRD related red light in June 2025 as compared to 14.3% in June 2024.



Of the low-pressure stations within the District's service area, 0.7% of these low-pressure stations experienced a LRD related red light in June 2025 as compared to 0.9% in June 2024.

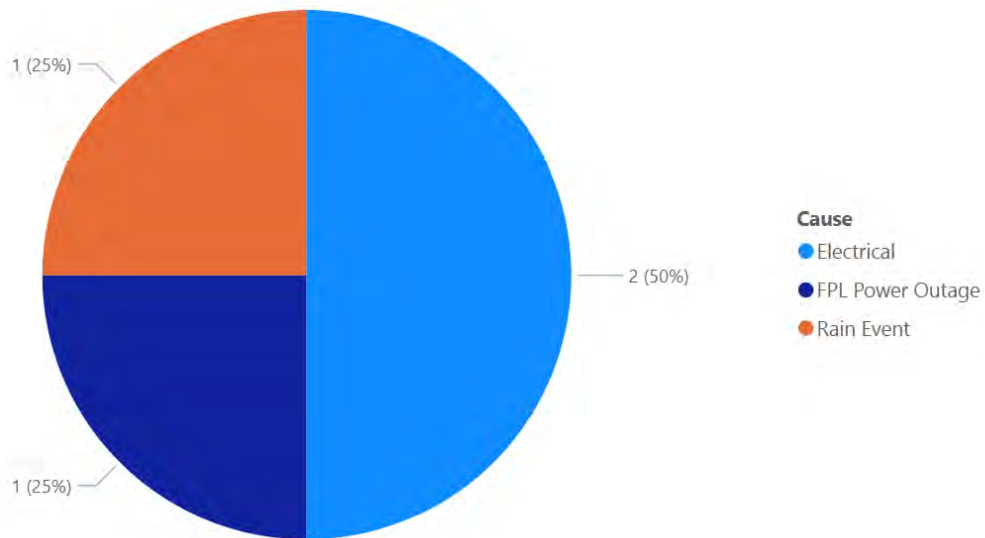


In June 2025, 2 lift stations experienced multiple redlights. Lift Station No. 048 (262 Rudder Cay Way) experienced 2 red lights due to FP&L outage and possible inflow & infiltration from a rain event (station experienced high level, no issues with station, both pumps ran and were able to pump down station). Lift Station No. 167 (19651 North Fork Drive) experienced 2 red lights due to electrical issues (step down transformer and phase monitor).

Red Light Emergency Call Work Order Lift Station: Monthly Multiple Occurrences Cause Analysis

6/1/2025 through 6/30/2025

Total Red Lights by Failure Code



4

Count of WOs

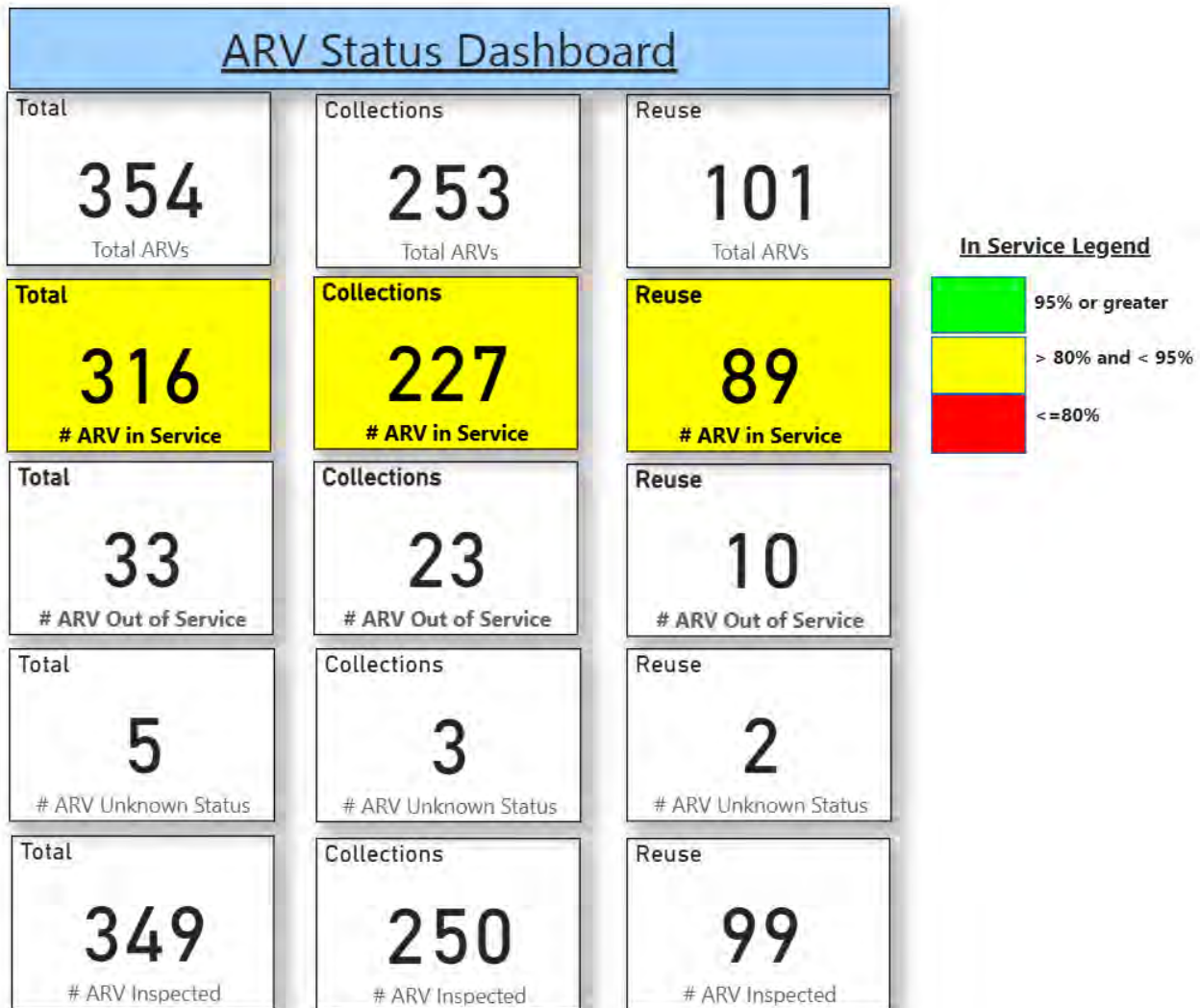
2

Count of Assets

Emergency Call Work Orders Data Explorer

WO#	Asset	Result	Comments	Failure Code	Date Reported	Status
2201576	LS048	LS Red Light	reset VFD for overvoltage-FPL issue	FPOU	June 2025	10 - Closed
2204827	LS048	LS Red Light		RAEV	June 2025	10 - Closed
2202935	LS167	LS Red Light	replaced step down transformer	ELEC	June 2025	10 - Closed
2203026	LS167	LS Red Light	replaced phase monitor and step down transformer	ELEC	June 2025	10 - Closed

Air Release Valve Preventative / Corrective Maintenance: Collections staff are completing preventative maintenance on all ARVs and coordinating with Construction for necessary repairs on ARVs that are out of service.



Lift Station Wet Well

Preventative Maintenance: Collections staff are completing preventative maintenance on lift station wet wells and adjusting frequency of cleaning based on findings to efficiently utilize staff time / resources.

Wet Well Cleaning Schedule: KPI			
June 2025 through June 2025			
4 # LS WW PM Monthly	2 # Wells	2 # Wells	0 # Wells
4 # PMs Completed			
7 # LS WW PM Bi-Monthly	2 # Wells	3 # Wells	2 # Wells
7 # PMs Completed			
8 # LS WW PM Quarterly	3 # Wells	2 # Wells	3 # Wells
8 # PMs Completed			
5 # LS WW PM Semi-Annually	1 # Wells	3 # Wells	1 # Wells
5 # PMs Completed			
0 # LS WW PM Annually	0 # Wells	0 # Wells	0 # Wells
0 # PMs Completed			
24 # PMs Completed	8 # Wells	10 # Wells	6 # Wells

Wet Well Cleaning Schedule Legend

Potential Under Cleaning

Cleaning Schedule Ideal

Potential Over Cleaning

Score Calculation
Grease, Sand/Grit, and Rags scoring aggregate where:
Light = 1
Medium = 5
Heavy = 9

Green: 7-11
Red > 11
Yellow < 7

Unauthorized Discharges: There was 1 unauthorized discharge in the collection-transmission & reuse-distribution system this month.

01- LS068-FM09 damaged FM 255gal Intercoastal Place

Unauthorized Discharge FIELD : KPI

Date	Occurrences	Total Gallons	Impacting Surface Waters
June 2024	1	20	0
July 2024	3	45	0
August 2024	4	2,240	0
September 2024	4	70	0
October 2024	3	69	0
November 2024	4	66	0
December 2024	3	60	0
January 2025	3	57	0
February 2025	2	51	0
March 2025	2	6	1
April 2025	4	42	0
May 2025	0	0	0
June 2025	1	255	0
Total	34	2,981	1

Date	Occurrences	Total Gallons	Impacting Surface Waters
June 2024	1	238	0
July 2024	0	0	0
August 2024	0	0	0
September 2024	0	0	0
October 2024	1	200	0
November 2024	0	0	0
December 2024	1	2	0
January 2025	0	0	0
February 2025	0	0	0
March 2025	0	0	0
April 2025	1	10,000	0
May 2025	1	5	0
June 2025	0	0	0
Total	5	10,445	0

Conditional Formatting

Green: Total Gallons < 704 AND Impacting Surface Waters = 0
 Yellow: Total Gallons <= 1500 AND Impacting Surface Waters = 0
 Red: Total Gallons > 1500 OR Impacting Surface Waters >= 1



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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: July 10, 2025

SUBJECT: June 2025 Operations Department Monthly Report

Treatment Plant Monthly Performance Summary

Overall, the month of June was productive with all monthly reports prepared and submitted on time. There were no permit exceedances this month. The treatment plant generally operated efficiently and met all treatment objectives. During the month, influent flows to the plant were on the same order magnitude as the flows during the previous month. This month, the plant treatment performance metrics remained steady and consistent with the metrics from May. Sludge Volume Index (SVI) values continued to be variable and higher than desired in response to continued periods of excessive filamentous organisms.

The plant experienced a total of two (2) unauthorized discharges during the month of June. The first discharge occurred as a result of the failure of two air release valves to fully close. The air release valves are located on the above grade piping at Filter Pump Station No. 1. Approximately 2-gallons of secondary effluent was released to the ground, where it percolated into the adjacent soils. The second discharge occurred due to the failure of a flexible, expansion coupling on the inlet piping to the hydrocyclone unit located upstream of the grit classifier unit. The hydrocyclone unit is located in an enclosed room beneath our Headworks Structure so the majority of the discharge was contained in the room. Approximately 20-gallons of screened, raw wastewater was released to the ground, where it percolated into the adjacent soils. No bodies of water or storm drains were impacted because of either discharge. All soils in the immediate area of each discharge were disinfected with lime and each discharge was reported to the appropriate regulatory authorities.

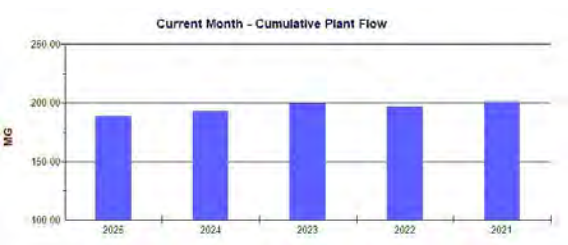
Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

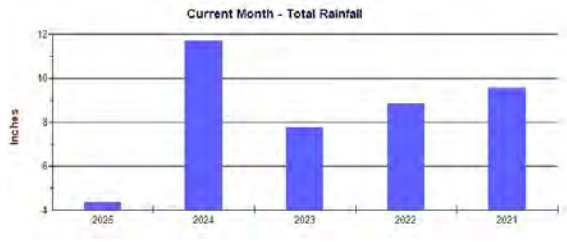
Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

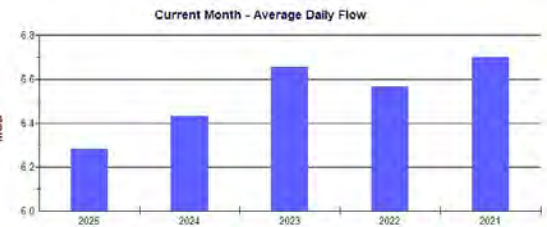
Graphical summaries of the plant flows and rainfall during the month of June, including comparisons with plant flows during the previous month (i.e., May 2025), are presented below.



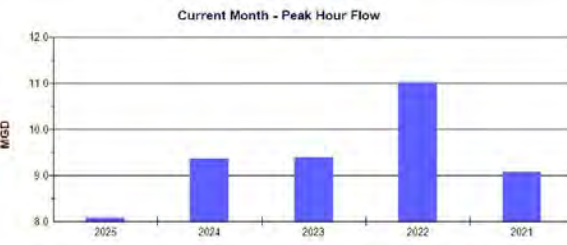
The cumulative influent flow to the plant for the month of June was 188.46 million gallons. This is less than the cumulative influent flow during the month of May of 200.38 million gallons.



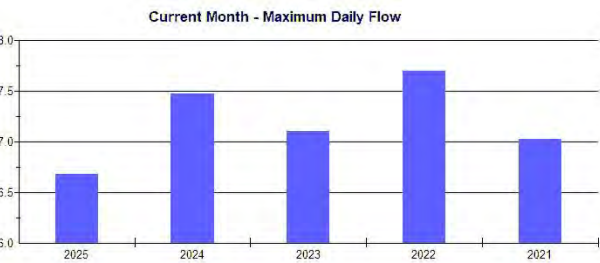
4.33 inches of total rainfall was recorded at the plant site during the month of June. This is greater than the May rainfall recorded of 3.27 inches.



The Average Daily Flow (ADF) for the month of June was recorded at 6.28 MGD which is slightly less than the ADF recorded during the month of May of 6.46 MGD and less than the June 2024 ADF of 6.43 MGD.

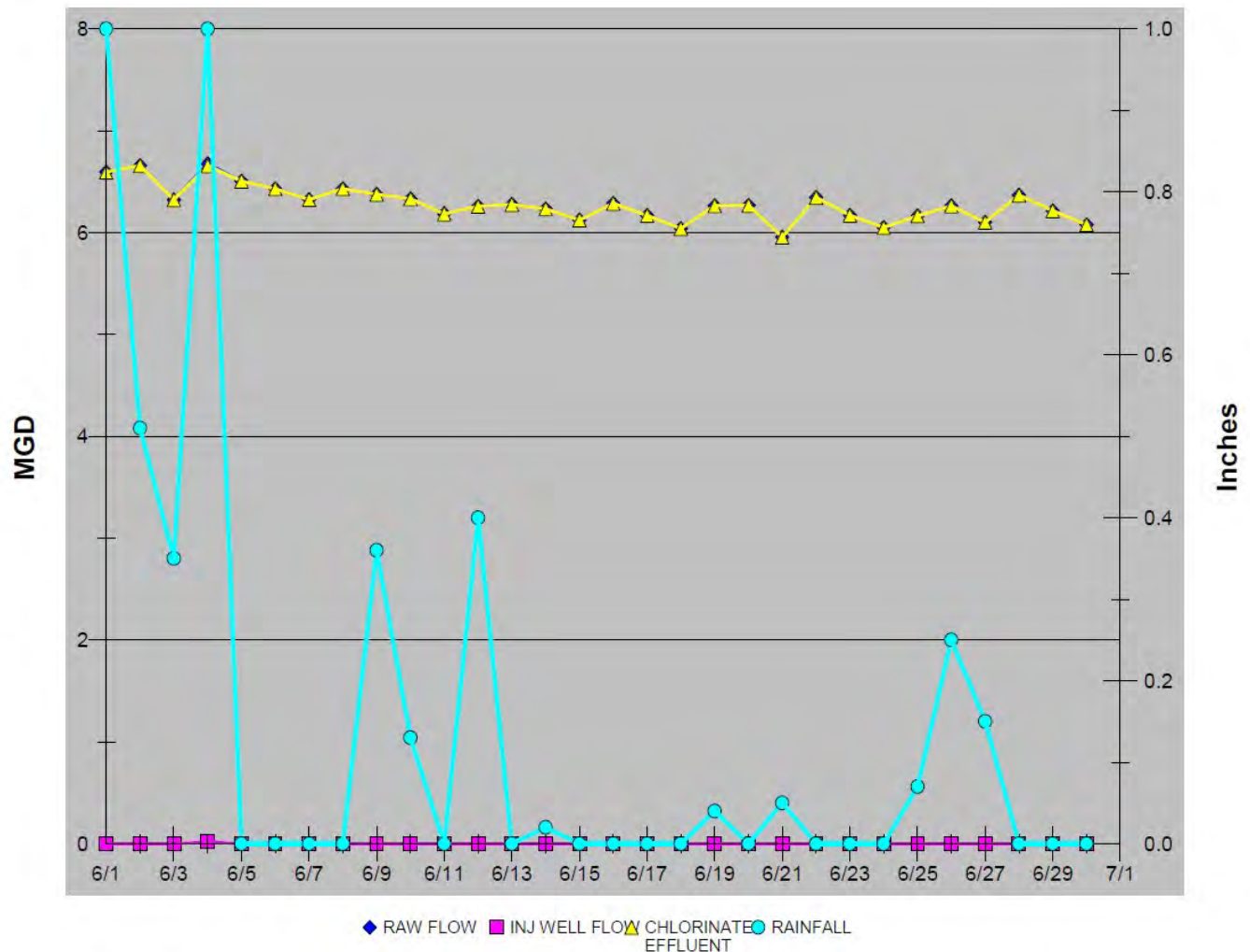


The Peak Hour Flow (PHF) for June was 5,611 GPM which equates to an equivalent daily rate of 8.08 MGD. This is significantly less than the PHF for May of 10,104 GPM (14.55 MGD).



The Maximum Daily Flow (MDF) in June was 6.68 MGD. This is less than the MDF for May of 7.20 MGD.

For the month of June, 99.99% or 188.44 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 0.02 MG of blended effluent was diverted to the deep injection well for disposal. The plant delivered a total of approximately 225.79 million gallons of IQ water to the reuse customers during the month of June.



Year to date (i.e., Calendar Year 2025), approximately 91.36% 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, year to date, is 1,379.83 million gallons.

The Operations Dashboard for the month of June is provided below for review. The Dashboard provides a snapshot of the health and performance of the wastewater treatment plant over the monthly period and provides explanations for all metrics which are reported beyond or outside of the respective optimal range.

LOXAHATCHEE RIVER DISTRICT OPERATIONS DASHBOARD



Plant											Pre-Treatment	IQ
Benchmark / Customer Expectation	Percent of Plant Capacity	SRT, MAvg	Aerbay NH3, MAvg	Sludge Yield, MAvg	Sludge Volume Index, MAvg	Secondary Treatment Performance	Permit Exceedance	CE CL2 Usage, MAvg	Dewatered Biosolids Cake, MAvg	IQ511 WW LSI	Grease Interceptor Inspections	NANO Blend
	Mean Daily Incoming Flow	day(s)	% Reduction	lbs WAS/lbs cBOD	mL/g	Mean Clarifier TSS	# days	lbs CL2/MG	% Solids	Index	% requiring pump out	Max Specific Conductance (umhos/cm)
Green Level	≤ 70%	≥0.9 - ≤1.1	≥30 - ≤40	≥0.3 - ≤0.8	≤ 200	< 10	Zero	≤ 85	≥14.5	≥-0.3 - ≤0.3	<15	<1298
Yellow	≤ 80%	≥0.8 - ≤1.2	≥25 - ≤45	≥0.2 - ≤1.0	≤ 250	< 15		≤ 100	≥13.5	≥-0.6 - ≤0.6	≤25	≤1578
Red	> 80%	<0.8 - >1.2	<25 - >45	<0.2 - >1.0	> 250	≥ 15	≥ 1	> 100	<13.5	<-0.6 - >0.6	>25	>1578
2022 Baseline	64.54%	0.95	33.08	1.08	209	8.3	0.00	77.41	14.68	0.13	16	1294
2023 Baseline	62.90%	0.92	33.78	0.98	246	8.5	0.00	76.54	15.57	0.52	13	1296
2024 Baseline	63.39%	0.94	31.56	0.80	253	7.8	0	79.40	15.59	0.38	14	1136
2024 Jun	60.33%	0.96	34.67	0.82	269	6.4	0	62.36	15.47	0.22	9	1173
Jul	58.50%	0.99	32.35	0.86	324	6.8	0	66.34	15.70	0.21	10	1075
Aug	58.50%	1.01	24.19	1.04	244	5.8	0	86.86	15.40	0.31	14	1098
Sept	60.07%	1.02	27.00	1.03	263	4.8	0	116.06	15.37	0.60	14	1082
Oct	63.80%	1.05	30.12	0.89	307	6.7	0	118.83	16.15	0.72	12	1159
Nov	64.74%	0.99	36.49	0.63	275	6.6	0	67.86	15.36	-0.10	14	1089
Dec	64.68%	0.87	29.79	0.60	277	10.3	0	76.99	15.37	0.21	18	1130
2025 Jan	63.51%	0.83	25.55	0.84	232	10.6	0	103.65	15.60	-0.09	14	1127
Feb	64.03%	0.87	29.35	0.83	213	10.4	0	79.68	15.63	0.31	14	1162
Mar	64.64%	0.88	28.39	0.83	261	10.1	0	77.70	15.69	0.08	11	1159
Apr	64.00%	0.88	30.88	0.79	295	9.9	0	69.93	15.80	1.19	12	1138
May	61.98%	0.93	34.80	0.72	255	8.9	0	69.29	15.73	0.27	12	1142
Jun	59.43%	0.97	32.69	0.75	301	6.8	0	69.74	16.02	0.21	14	1283
Consecutive Months at Green	134	2	3	3	0	3	50	5	30	2	6	25
Metric Owner												

Metric

Explanation

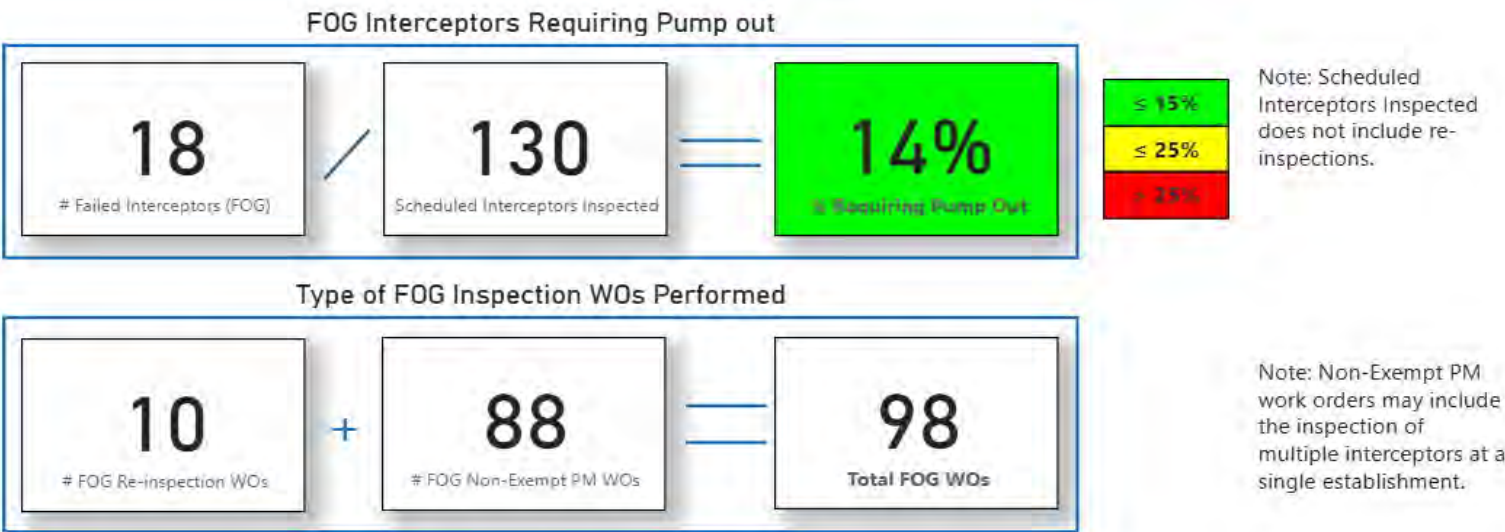
SVI

The higher than desired SVI reported this month was due to periods of relatively moderate organic loadings to the treatment plant with periods of relatively higher MLSS. When these conditions occur, there is a low food to mass (F:M) ratio which creates ideal conditions for filamentous organisms to propagate. Filamentous bacteria form thread like mats which result in sludge bulking which reduces sludge settleability. The most effective means to address the development and propagation of filamentous organisms with the current treatment process used at the District's WWTP is to chlorinate the return activated sludge (RAS) prior to reintroduction of the RAS into the aeration basins. This chlorination process results in the significant degradation or eradication of these organisms and therefore improves sludge settleability. Operators applied chlorine to the RAS five (5) times during the month which caused the SVI to improve after dosing.

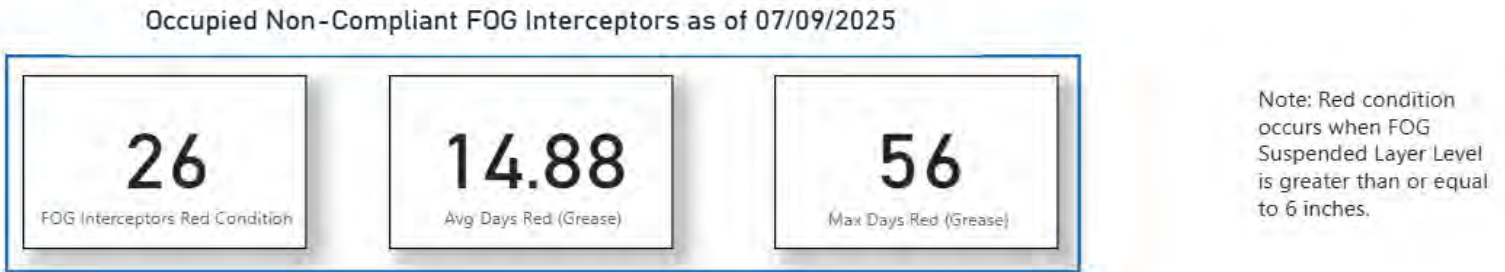
Industrial Pretreatment – Interceptor Management Program Update

The Industrial Pretreatment (IPT) Program provides for the regulation of wastewater discharges into the District’s sanitary sewer collection system for industrial and specific commercial establishments. One of the most significant functions performed by the IPT program is the regular inspection of interceptor units. Interceptors are generally required for food establishments, car washes or similar facilities which have the potential to discharge oily water and linen maintenance establishments.

**Dashboard for Fats, Oils & Grease (FOG) Interceptor Suspended Layer Levels
from 6/1/2025 to 6/30/2025**



Status: For the period, 6/1/2025 to 6/30/2025, a total of 130 interceptor units were inspected with a total of 18 (or 14%) units requiring pump out. A total of 10 re-inspection work orders were performed.



Treatment Plant:

This month, Operations staff oversaw the successful cleaning of settled solids and grit from Aeration Basin No. 2, a task that was carried out by an external contractor. This cleaning marks the first time the tank has been removed from service for maintenance in approximately seven years. The project involved the complete draining of the 500,000-gallon aeration basin to facilitate access to perform the cleaning activities. Settled solids and grit were removed from the tank floor using a vacuum truck. The extracted material was then transported to the District's dump pad to reduce its moisture content prior to final disposal at a permitted landfill site. This approach minimizes the amount of water hauled to the landfill which reduces the total hauling and disposal costs. The cleaning operation proceeded efficiently and without incident. Approximately 70-cubic yards of grit were removed from the tank. This volume of grit is relatively minimal and is not expected to have had any measurable adverse impacts on the performance efficiency of the basin's diffused aeration system. The basin has now been fully cleaned and is ready to be returned to operational status. Completion of this cleaning was a critical step in preparing Aeration Basin No. 2 for the upcoming implementation of an anaerobic selector zone pilot study, which will support process optimization and system evaluation efforts. Planning is currently underway for the cleaning of Aeration Basin No. 3, which is expected to occur in the near future.



Aeration Basin No. 2 – Pre and Post Cleaning

One other very important project completed this month were critical improvements to the headworks odor control system. To this end, Operations personnel collaborated closely with the Maintenance Department to install a new online hydrogen sulfide (H_2S) analyzer at the headworks biotrickling odor scrubber. The selected analyzer is configured to continuously monitor H_2S concentrations in both the influent and effluent air streams of the odor control system. This instrumentation provides real-time data on hydrogen sulfide levels, enabling the District to gain a more comprehensive understanding of the scrubber's performance and the variability of H_2S concentrations over time. The ability to monitor both incoming and treated air volumes allows for a more precise evaluation of odor control efficiency and supports long-term trend analysis for system optimization.

The District is currently in the process of integrating the analyzer into the plant's Programmable Logic Controller (PLC) and, ultimately, the Supervisory Control and Data Acquisition (SCADA) system. Once integration is complete, the analyzer will serve as an additional operational tool, providing operators with actionable data to ensure the treatment plant continues to function efficiently and in compliance with air quality standards.



Headworks Odor Control System – H_2S Analyzer

Maintenance Department:

This month the Maintenance Team, in coordination with a service representative from the grit removal system's original equipment manufacturer, Smith & Loveless, completed critical repairs and upgrades to the grit drive tube and paddle assembly of the grit vortex structure. The existing drive tube and paddle assembly, which was constructed of mild steel, had undergone extensive corrosion over time due to prolonged exposure to the harsh operating environment. Staff regularly performs planned maintenance (PM) to the accessible and exposed components (i.e. motor and gearbox), but there is currently no established periodic PM to perform an inspection of the submerged components. To improve our maintenance program, Staff intends to create a 5-year PM activity to remove and inspect the submerged components of the drive tube and paddle assembly. To facilitate repairs, the grit vortex basin was fully drained and thoroughly cleaned to allow for confined space entry by the contractor. Once inside, the contractor disassembled the entire grit drive unit and hoisted it to ground level for inspection and component replacement. The failed drive tube and impeller were replaced with new components fabricated entirely from stainless steel, selected specifically to enhance corrosion resistance, improve long-term durability, and extend the service life of the system. Following completion of the refurbishment, the drive unit was reassembled and reinstalled into the grit structure. The system was placed back into service after being offline for a total duration of approximately 30 hours. Upon startup, staff immediately observed a marked improvement in system performance. Preliminary operational observations suggest that grit capture efficiency has increased by an estimated 50% compared to pre-repair conditions. This upgrade represents a significant step forward in restoring the reliability and effectiveness of the grit removal system, while also aligning with the District's long-term asset management and preventative maintenance objectives.



Grit Drive and Tube Assembly - Pre and Post Repair

During the month, the Maintenance Department performed critical repairs on the grit classifier unit located at the headworks. These repairs involved the replacement of the unit's motor and gear reducer - components essential to the proper mechanical operation of the classifier. The repair work was necessitated by a failure of the motor on the drive assembly, which resulted in the motor repetitively tripping which substantially impaired the classifier's ability to continually process and dewater grit material. Upon inspecting and testing the motor, it was determined that the motor was faulty and required replacement. Staff regularly performs PM's on the classifier including monthly and annual PM's to regularly assess the operation of the unit. The grit classifier plays a vital role in the grit handling process. Grit enters the vortex structure, where it is concentrated using the previously discussed drive and paddle assembly, and it is then pumped to the grit classifier unit. The grit classifier unit then mechanically dewateres the grit. This dewatering process reduces the volume and weight of grit material that must be transported offsite for disposal, thereby minimizing operational costs and improving efficiency.

When the classifier is out of service or not functioning properly, grit is unable to be removed as intended and begins to excessively accumulate in the base of the vortex unit impacting its removal efficiency. When this occurs, excess grit is conveyed back into the main treatment train through the headworks and can enter downstream processes, including the flow equalization system, aeration basins, and secondary clarifiers. This unintended migration of grit poses significant operational challenges. It can lead to abrasive wear and tear on pumps, valves, and other mechanical equipment, ultimately increasing the likelihood of premature equipment failure, unscheduled maintenance, and process inefficiencies. This repair ensures proper solids separation at the front end of the treatment process, protects critical downstream infrastructure.



Grit Classifier – Gear Reducer and Motor Replacement

The Maintenance Department remains committed to preserving the visual integrity and functional longevity of the District's infrastructure at the Wastewater Treatment Plant (WWTP) through ongoing aesthetic and protective maintenance initiatives. As part of this commitment, Maintenance Team personnel recently carried out surface preparation and repainting of various above-grade piping systems and associated mechanical components across multiple critical process areas. The work included cleaning, surface preparation, and repainting of piping, pump bases, motors, and associated fittings located at Filter Pump Station No. 1 and 2.

These improvements not only enhance the overall appearance of the WWTP site but also play an essential role in asset preservation. Routine inspection and painting of exposed mechanical and piping systems mitigate the long-term effects of environmental exposure, such as corrosion from moisture, ultraviolet degradation, and other weather-related factors.





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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: July 10, 2025
SUBJECT: Information Services Monthly Governing Board Update for June 2025

WildPineEcological Laboratory Riverkeeper Project

In June, the lab staff and our partners collected 120 water quality samples from 18 monitoring stations throughout the watershed. A total of 66 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 June 2025 was “Fair” with 71% of all samples meeting the EPA/DEP water quality criteria for each site, like last month’s “Fair” score of 73%, but better than last year’s June “Poor” score of 58% (see score card below). The main driver of the lower overall score this month are the “poor” chlorophyll results (see chlorophyll section).

For the core parameters, *total nitrogen* scored “Good” during June with 94% of sites meeting the water quality criteria. This was a slight drop from last month’s score of 100%, but better than last year’s June score of 88%.

Total phosphorus results scored “Good” in June with 83% of sites meeting the water quality criteria. This was similar to last month’s score of 84% and was a significant improvement over last year’s “Poor” score of a 48% for June.

Chlorophyll results scored “Poor” for the month of June, with 50% of sites meeting the stringent water quality criteria. This was worse than last month’s “Fair” score of 63%, but better than last year’s “Poor” score of 40% for June.

For the combined *fecal indicator bacteria* (fecal coliforms in all waters, enterococci in marine and brackish waters, and *E. coli* in fresh waters), June results scored “Fair” with 67% of sites meeting the established water quality criteria. This was similar to May’s 65% and an improvement over last year’s June score of 57%.

Gordon M. Boggie
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

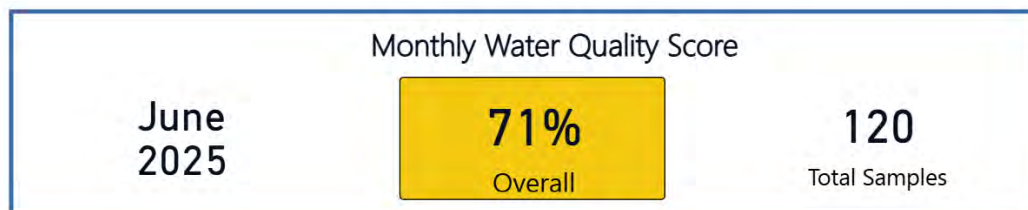
Dr. Matt H. Rostock
BOARD MEMBER

SampDate
6/1/2024 6/30/2025

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%



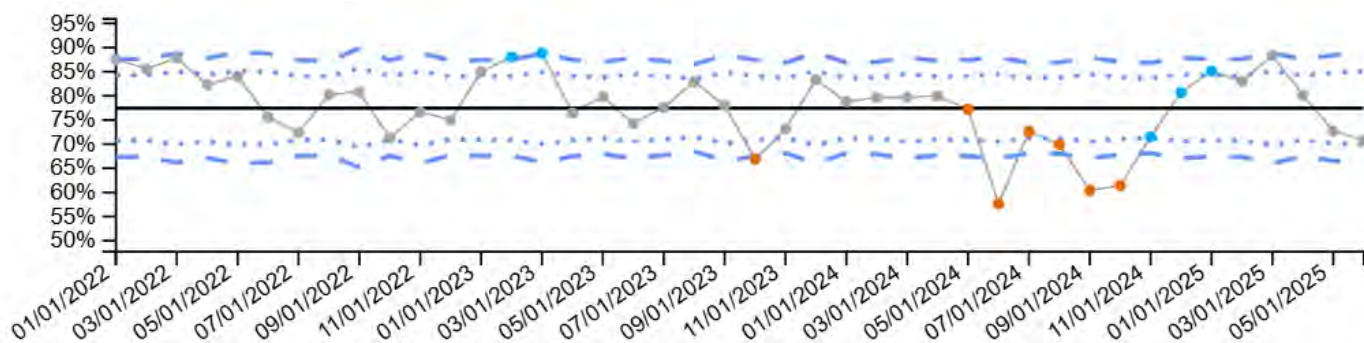
TN: Total Nitrogen, TP: Total Phosphorus, CLA: Chlorophyll a, BAC: Enterococci and E. coli bacteria

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
2025	June	120	71%	18	94%	18	83%	18	50%	66	67%
2025	May	132	73%	19	100%	19	84%	19	63%	75	65%
2025	April	156	80%	29	90%	29	86%	29	48%	69	87%
2025	March	120	88%	18	94%	18	100%	18	78%	66	86%
2025	February	153	83%	26	92%	26	96%	26	65%	75	81%
2025	January	155	85%	28	100%	28	93%	28	64%	71	85%
2024	December	145	81%	25	96%	25	84%	25	56%	70	83%
2024	November	179	72%	34	82%	34	74%	34	53%	77	74%
2024	October	171	61%	33	82%	33	48%	33	55%	72	61%
2024	September	144	60%	25	88%	25	72%	25	48%	69	51%
2024	August	176	70%	33	79%	33	61%	33	55%	77	77%
2024	July	179	73%	32	97%	32	72%	32	44%	83	75%
2024	June	144	58%	25	88%	25	48%	25	40%	69	57%
Total		1974	73%	345	90%	345	75%	345	54%	939	73%

New Statistical Process Control Charts for Water Quality Scoring

As presented last month, a new addition to the monitoring of our water quality data is the use of Statistical Process Control Charts to provide more “intelligence” to the results. These charts show statistical trends, shifts, and magnitude of changes in the scores. The chart shown below for the Overall Water Quality Score is another way to visualize the results reported in the table above. The mean is represented by the black centerline and is at 77%. The upper and lower “warning” limits (2 standard deviations) are represented by a dotted blue line; and the upper and lower control limits (3 standard deviations) are represented by a dashed blue line. The 3 blue points indicate a trend of increasing scores – a dry season shift. The orange data points are flagged as a shift of scores below the mean. As we final begin to enter the wet season, we are starting to see a downward trend in water quality.

Percent Good – Overall Score

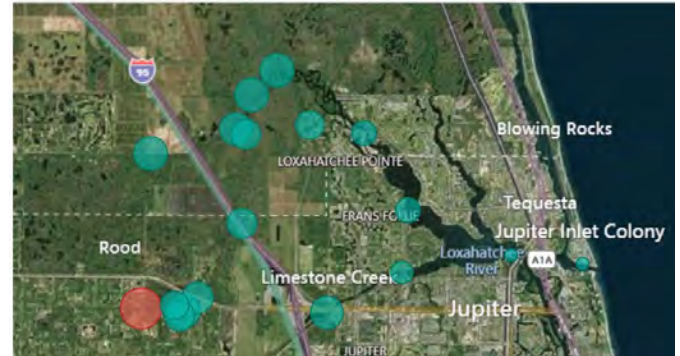


Spatial Distribution of Water Quality Results

In June, *Total Nitrogen* levels scored "good" at 17 out of 18 sites (94%) tested. The "poor" scoring station was the Jupiter Farms Lateral Canal #2 (Station 95) with a concentration of 1.8 mg/L, over the Numeric Nutrient Criteria (NNC) of 1.5 mg/L for freshwater canals.

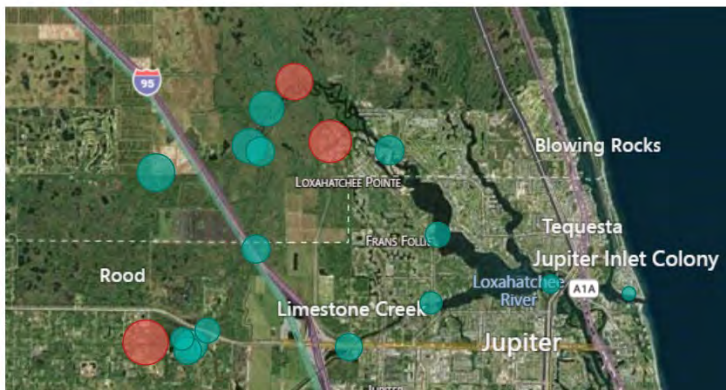
Jones Creek was not sampled for nutrients in June. The sampling frequency for these sites has now returned to quarterly following the monthly monitoring in support of the Town of Jupiter's vegetation trimming project.

Total Nitrogen (mg/L)
TN_Score ● GOOD ● POOR



Total Phosphorus (mg/L)

TP_Score ● GOOD ● POOR



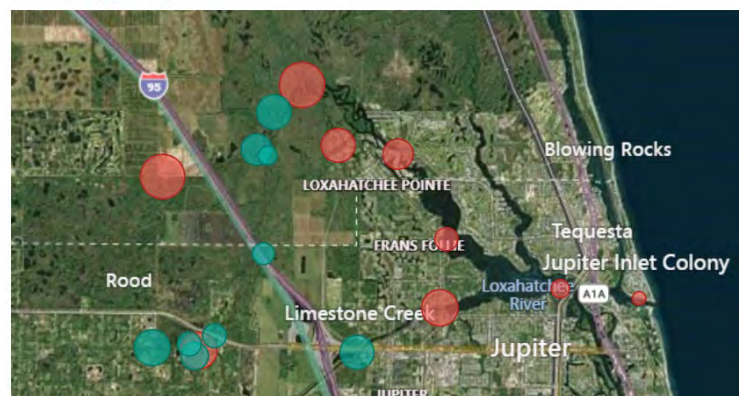
Total Phosphorus scored "good" at 15 out of 18 sites (83%) tested in June. The Jupiter Farms Lateral Canal #2 (Station 95) also recorded the highest phosphorus concentration at 0.18 mg/L, over the Numeric Nutrient Criteria (NNC) of 0.12 mg/L for freshwater systems and scored "poor". River's Edge (Station 107), a brackish tributary that drains into the Northwest Fork of the river, had 0.15 mg/L phosphorus, which was over the NNC of 0.075 mg/L for that area and scored "poor". Station 65, at the mouth of Kitching Creek in the Northwest

Fork, had a phosphorus concentration of 0.10 mg/L, which was over the NNC of 0.075 mg/L for that area and also scored "poor".

In June, *Chlorophyll* concentrations met the water quality criteria at only 9 of 18 sites (50%) tested. Station 65, at the mouth of Kitching Creek in the Northwest Fork, recorded the highest concentration at 35 ug/L, well over the strict Numeric Nutrient Criteria (NNC) of 5.5 ug/L for that segment of the river. Most remaining "poor" stations were scattered throughout the brackish and marine sections of the river where more stringent criteria apply, and ranged from 3 ug/L at the Jupiter Inlet (Station 10) to 19 ug/L at the Loxahatchee River Road Bridge

Chlorophyll a (ug/L)

CHL_Score ● GOOD ● POOR



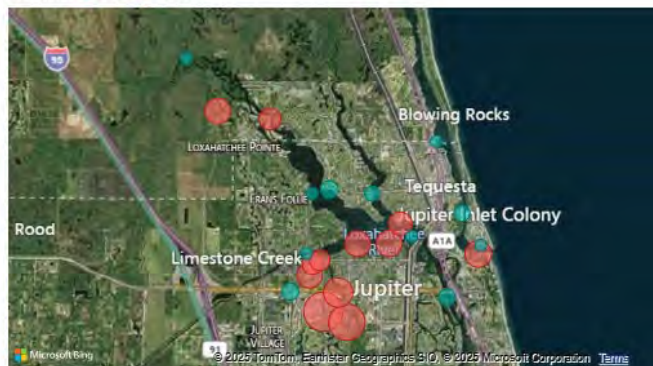
(Station 72). One freshwater station also scored “poor” at the Cypress Creek Lateral Canal (Station 105), recording the second highest chlorophyll result at 33 ug/L, over the NNC of 20 ug/L for freshwater stations.

In June, the overall *Bacteria* results scored "good" at 44 out of 66 sites (67%). For Enterococci bacteria, the state's preferred indicator for salt and brackish waters, twelve stations scored "poor" compared to the water quality standard of 130 MPN/100mL. Six out of eight brackish stations that were sampled in the South Fork including Jones Creek and Sims Creek scored “poor”. The Caloosahatchee Culvert (CALC) recorded the highest enterococci concentration at 2,098 MPN/100mL. The next highest concentration was also in Jones Creek at the Toney Penna Footbridge (TPJ) with 1,664 MPN/100mL. The other ten poor scoring stations in the watershed had results between 216 and 860 MPN/100mL.

We sampled four long-term monitoring sites in Jones Creek in June for Enterococci bacteria. The average concentration was 1,209 MPN/100mL, a significant drop from May’s average of 3,270 MPN/100mL, and far less than last June’s average of 5,000 MPN/100 mL. We are eager to see how the bacteria results unfold during this dry season as we continue through the wet season, following the Town of Jupiter vegetation trimming project.

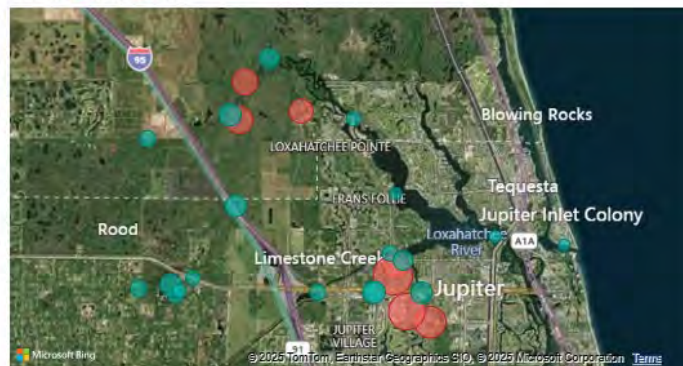
Enterococci Bacteria - Criteria: 130 MPN/100mL

ENT_Score ● GOOD ● POOR



Fecal Coliform Bacteria - Criteria: 800 MPN/100mL

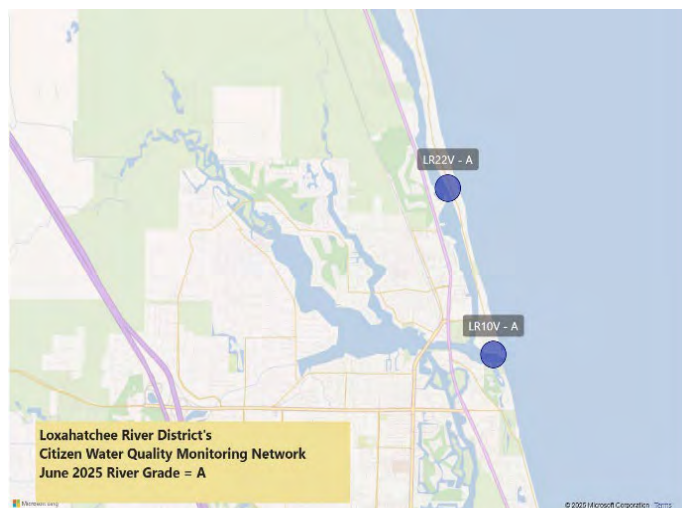
FC_Score ● GOOD ● POOR



For fecal coliform bacteria, seven stations scored "poor", exceeding the water quality standard of 800 MPN/100mL. The site at the Sims Creek former mobile home park (735) recorded the highest fecal coliform concentration at 4,352 MPN/100mL. The next two highest stations were in Jones Creek at the Caloosahatchee Culvert (CALC) and the Toney Penna Footbridge (TPJ) sites with 3,448 and 2,282 MPN/100mL respectively. The other four poor scoring stations in the watershed had results between 857 and 1,333 MPN/100mL.

We sampled the same four long-term monitoring sites in Jones Creek in June for Fecal Coliform bacteria. The average concentration was 1,660 MPN/100mL, also a significant drop from May’s average of 5,116 MPN/100mL, and far less than last June’s average of 7,000 MPN/100 mL.

Volunteer Water Quality



The Loxahatchee River Citizen Volunteer Water Quality Grade for June remained at an “A”. However, Dissolved Oxygen (DO) measurements at both the Inlet site (LR10V) and the Indian River Lagoon site (LR22V) were lower than usual. DO levels are influenced by water temperature and salinity—both of which, when increased, typically lead to a decrease in DO.

At the Inlet site (LR10V), DO levels declined from a “Good” to a “Fair” rating, corresponding with rising water temperatures and salinity. A similar trend was observed at the IRL site (LR22V) during the first half of the month.

Interestingly, a water sample collected on Sunday, June 29th at 2:00 PM, the final sampling at LR22V revealed unexpectedly high DO levels, despite elevated temperature and salinity. This may have been attributed to increased weekend boat traffic, which can enhance water column mixing and aeration. Additionally, the intense sunlight typical of this time of year likely enhanced photosynthetic activity in subaquatic vegetation, further contributing to elevated oxygen levels.

Site	Averaged results for the Month							Monthly Cumulative Grades						Overall	
	Temp (°C)	Secchi	Salinity	pH	DO	DO%	Color	Vis	Salt	pH	DO	DO%	Color	Score	Grade
LR10V	27.6	3.4	33.7	8.1	6.1	92.8	1.0	A	A	A	C	A	A	91.7	A
LR22V	28.8	0.4	38.3	8.1	5.7	90.7	1.0	A	C	A	B	A	A	83.3	A
Average	28.2													88.0	A

DO (Dissolved Oxygen)
ND (No Data)

Grade Scale

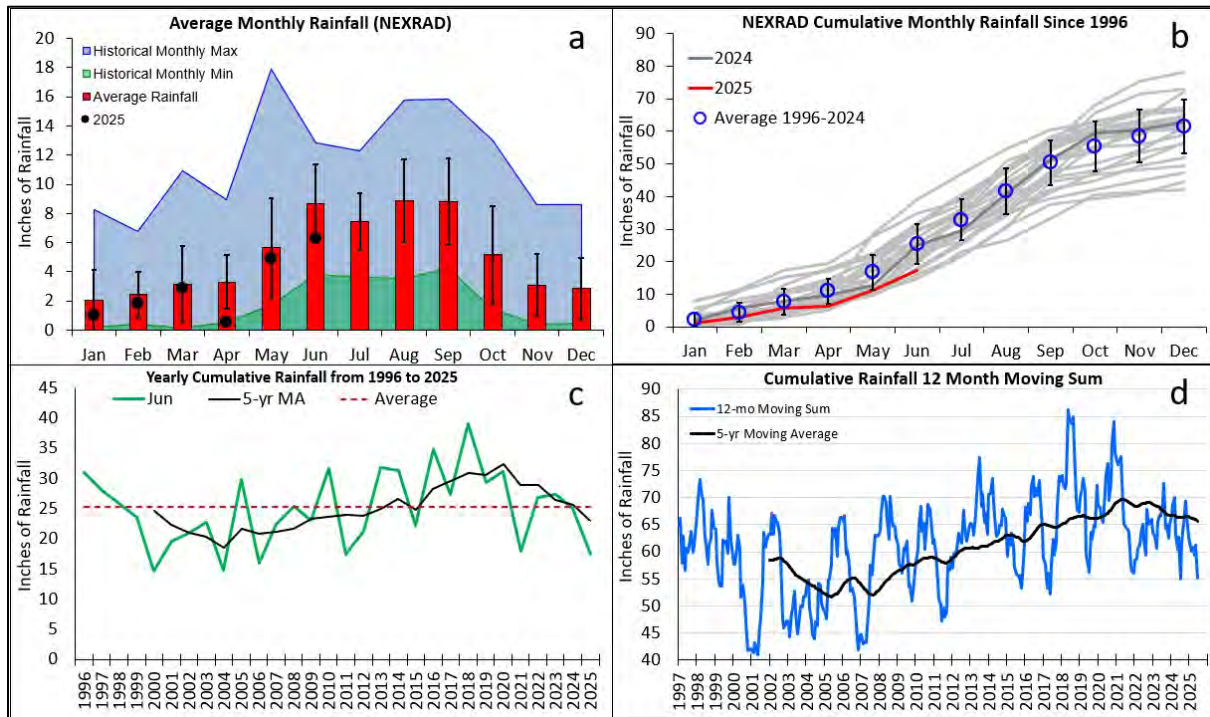
81.25	100	A
62.5	81.25	B
43.75	62.5	C
25	43.75	D
0	25	F

Hydrologic Monitoring

It has been a remarkably slow start to the wet season with June marking the eighth consecutive month of below average rainfall. In June, there was an average of 6.3 inches of rain across the watershed, about 28% below the monthly average of 8.7 inches (see panel 'a' below) and well below the 12.3 inches measure in June of last year (2024). Rainfall was detected within the watershed on 28 out of 30 days, with the highest single-day total of 1.1 inches recorded on June 29.

Year-to-date cumulative rainfall indicates continued dry conditions as the region enters the wet season with a total of 17.4 inches, about 31% below the historical average cumulative rainfall of 25.3 inches through June (see panel 'b' below) and the 25.1 inches recorded during the same period last year.

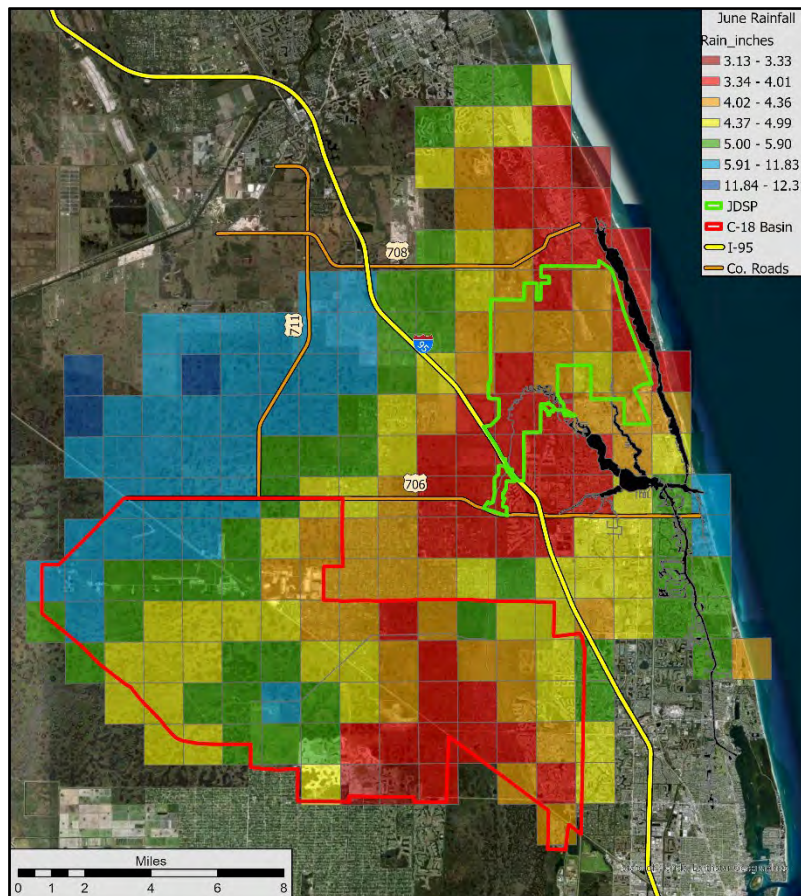
Cumulative trends continue to show the notable deficit of rain following the very dry months of April and June, relative to the peak in 2018, following a decade of higher rainfall in June. The 5-year moving average has also been decreasing (see panel 'c' below). The 12-month moving sum through June was 55.2 inches, slightly below the average of 61.2 inches for June, and about 12% below the year-over-year moving sum of 62.7 inches (see panel 'd' below). For the decade between 2010 and 2020, long-term trends indicated an increase in total rainfall within the watershed. However, after reaching its peak around 2019, total rainfall has been gradually declining.



Figures above display various measures of rainfall. Panel (a) shows average monthly rainfall from 1996 to 2024 (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 1996. Red line indicates cumulative rainfall during 2025; dark grey line indicates rainfall during 2024. Blue circles are monthly cumulative average rainfall measured between 1996-2024; error bars indicate cumulative monthly rainfall ± 1 SD. 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 (blue line) along with the five-year moving average (black line).

Spatial Distribution of Rainfall

During June, rainfall across the watershed varied from 3.1 inches in the driest regions to 12.3 inches in the wettest regions (see map below). As is typically observed as the wet season begins, the wettest regions occur inland to the western portions of the watershed, while the coastal regions are generally drier. This pattern was present in June where the wettest regions included primarily Hungryland Wildlife Environmental Area and small pockets inside the far western portions of the C-18 drainage basin. The driest regions were primarily within the southeastern region of the C-18 drainage basin, Jonathan Dickinson State Park up through the Atlantic Ridge Preserve, and portions of Jupiter Farms.



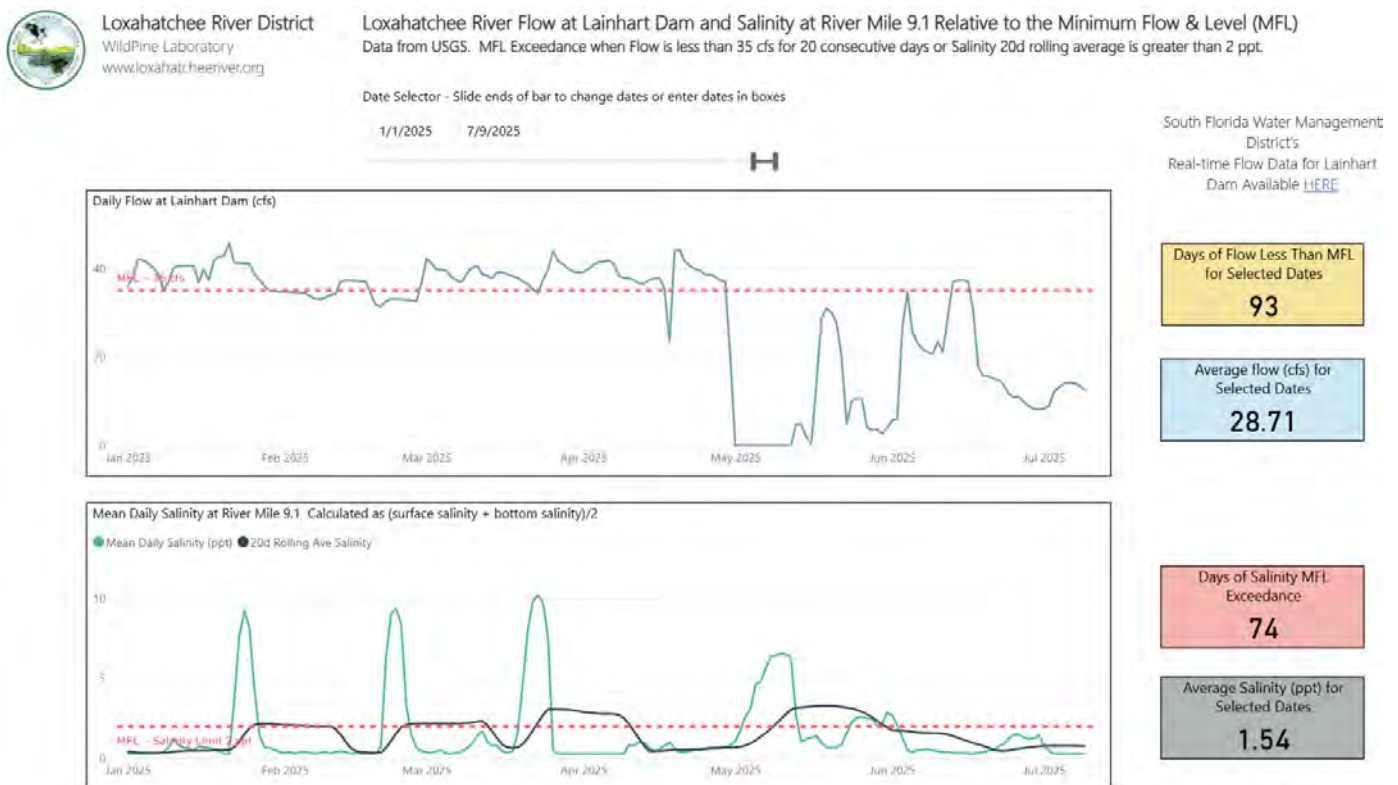
Maps showing NEXRAD rainfall distribution across the watershed during the month indicated in legend. Each pixel represents an area of 2 km x 2 km. Blue colored pixels show highest rainfall and red pixels show lowest rainfall. For reference, the red line is the C-18 basin which includes portions of J.W. Corbett WMA, Loxahatchee Slough, and Pine Glades Natural Area; green line shows Jonathan Dickinson State Park boundary. Landmark roadways are indicated and include I-95, Indiantown Rd. (706), Seminole Pratt-Whitney Rd. (711), and Bridge Rd (708).

River Flows and Salinity

It has been a bad spring and early summer for river flows and Minimum Flow and Level (MFL) exceedances. On May 1 flow over Lainhart Dam fell to zero and has remained mostly below the 35 cubic feet per second (cfs) MFL ever since. During June, flow over Lainhart Dam averaged just 20 cfs with a range between 8 to 37 cfs. Flow reached its peak of 37 cfs for a period of four days from June 13 to 16 (see top panel in the figure below). Due to minimal rainfall in the Jupiter Farms area during June, most of the flow into the Northwest Fork has been supplied through the C-18 canal and G-92 water control structure, with flow rates closely matching those recorded at Lainhart Dam.

Despite the low flows measured at Lainhart Dam, the salinity exceedances measured at River Mile 9.1 are less than might be expected given the very low flows. However, this winter, spring and early summer have experienced 74 days of MFL salinity exceedances and 93 days of flows below the minimum flow target of 35 cfs. All of this demonstrates how unusually dry it is throughout the area.

The District's online Minimum Flow and Level (MFL) data visualization tool is updated daily and available [HERE](#).



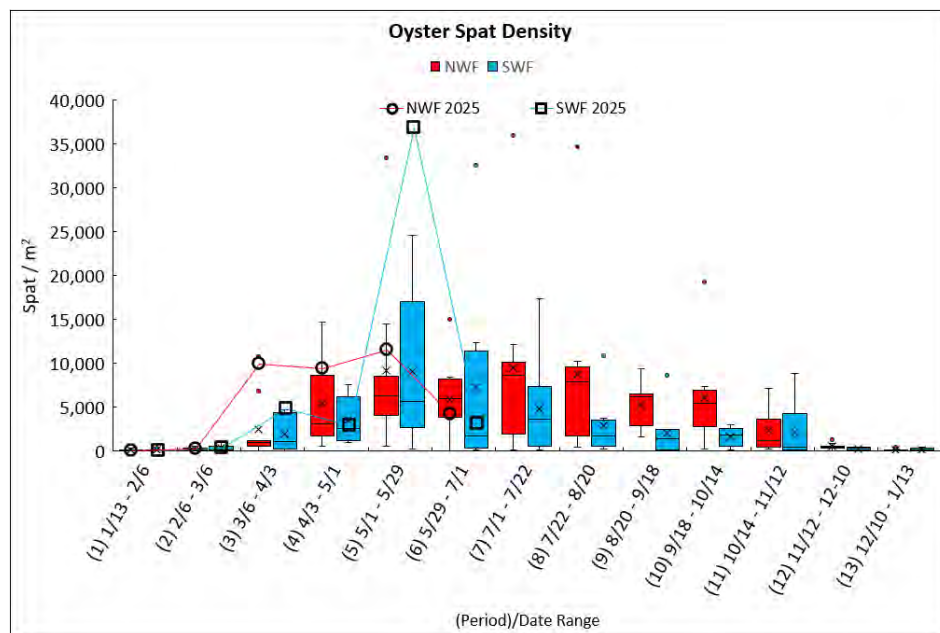
Above charts show daily average flow over Lainhart Dam (top, SFWMD) and average daily salinity at River Mile 9.1 (bottom, USGS). Dashed red line indicates 35 cfs Minimal Flows and Levels and 2 ppt salinity respectively.

Oyster Spat Monitoring

The 33-day monitoring period ending July 1 reflects the typical seasonal decline in oyster spat settlement associated with elevated summer water temperatures.

In the Northwest Fork, settlement activity decreased compared to the previous month, with an average density of 4,302 spat/m². The highest activity (62%) was observed at the downstream site (see figure below). This represents a 27% decrease from the period average of 5,905 spat/m² and is approximately 50% lower than the 8,179 spat/m² recorded during the same period last year.

Following a record-high settlement in the previous period, the Southwest Fork experienced a significant decline, with an average density of 3,056 spat/m². Approximately 55% of this activity occurred at the downstream site. This figure is 58% below the period average of 7,233 spat/m², but still nearly three times higher than the 1,118 spat/m² observed during the same period last year (see figure below).



Box and whisker plot showing interquartile range (IQR) of oyster spat density (spat / m²) for each period in the Northwest Fork (red) and Southwest Fork (blue) of the Loxahatchee River between 2016-2024. The "X" in each box indicates period mean. Also shown are the 2025 period means for both the Northwest Fork (circle/red line) and Southwest Fork (square/blue line).

June 2025 Seagrass Monitoring Summary

June marks the start of the District's 23rd consecutive year of bimonthly monitoring of this vital habitat. Encouragingly, the overall trend remains positive. After previous years of decline, seagrass presence has generally stabilized and is now showing signs of recovery since 2021. Four out of five monitoring sites reported an increased seagrass presence compared to June 2024, continuing an upward trend that began after the record lows observed in 2021 (see top panel of the figure below).

Site Highlights:

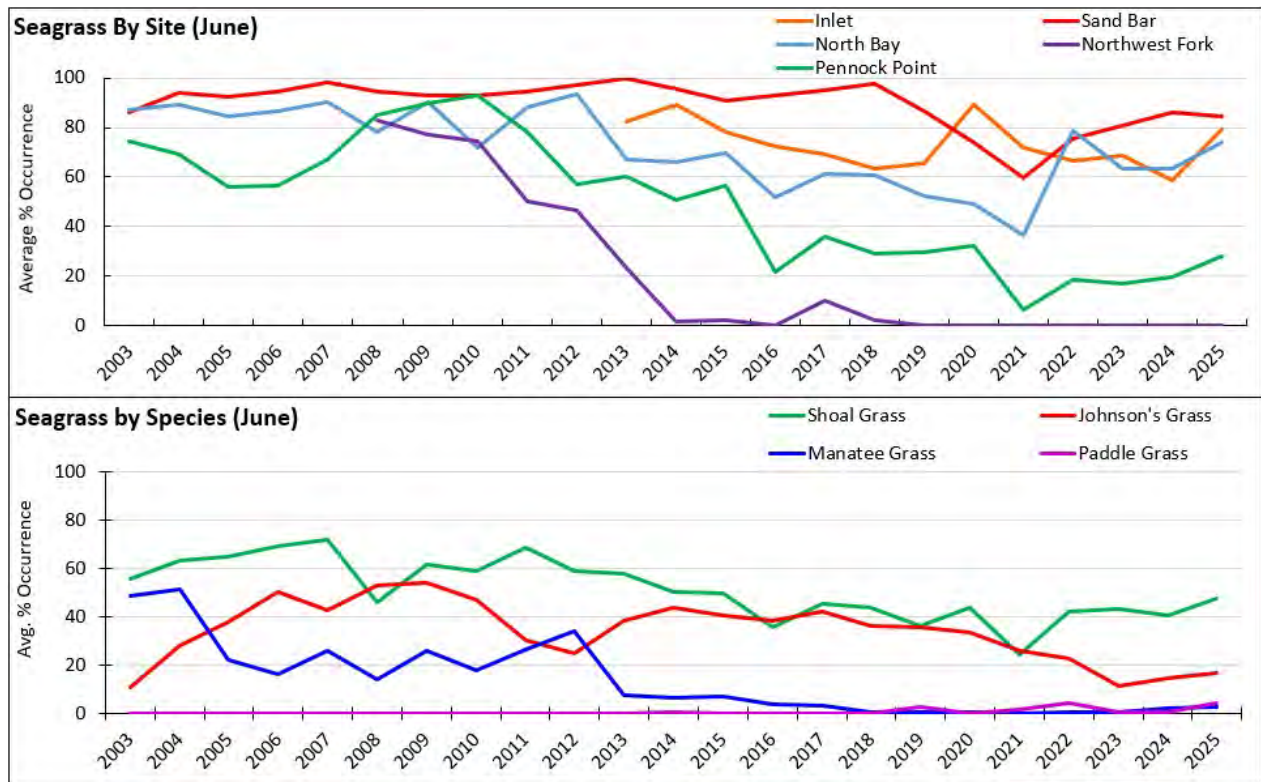
- Pennock Point recorded the largest proportional increase in seagrass presence, rising from 20% in June 2024 to 28% in June 2025—a 42% increase.
- Inlet also showed a significant gain, increasing from 59% to 79%, a 35% improvement.
- North Bay has demonstrated the most substantial recovery since 2021, with seagrass presence rising from 37% in 2021 to 64% in June 2024, and now reaching 74%.
- Sand Bar was basically unchanged (86% to 85%), but remains well above its 2021 low of 60%.
- Northwest Fork had seagrass observed in more than one quadrat for the first time in several years, with a percent occurrence of 0.3%.

Species Trends:

All seagrass species except Turtle Grass showed increased presence in June 2025 compared to the 2024:

- Shoal Grass (green line, lower panel) continues to be the most widely distributed and abundant seagrass in the estuary and is the primary contributor to the overall recovery since 2021.
- Johnson's Grass (red line) reversed its recent decline, increasing from 14% in June 2024 to 17% in June 2025.
- Manatee Grass (blue line) showed a promising return at the North Bay site. Once abundant but nearly absent since 2018, it reached an average of 3.0% this June. However, it remains absent at the Sand Bar site where it was also once abundant.
- Paddle Grass, referred to by our Lab Staff as "the little grass that could", reached its highest June occurrence to date at 4.4%.

Turtle Grass remains absent from quadrat data, though a few off-quadrat sightings were reported at the North Bay and Inlet sites.



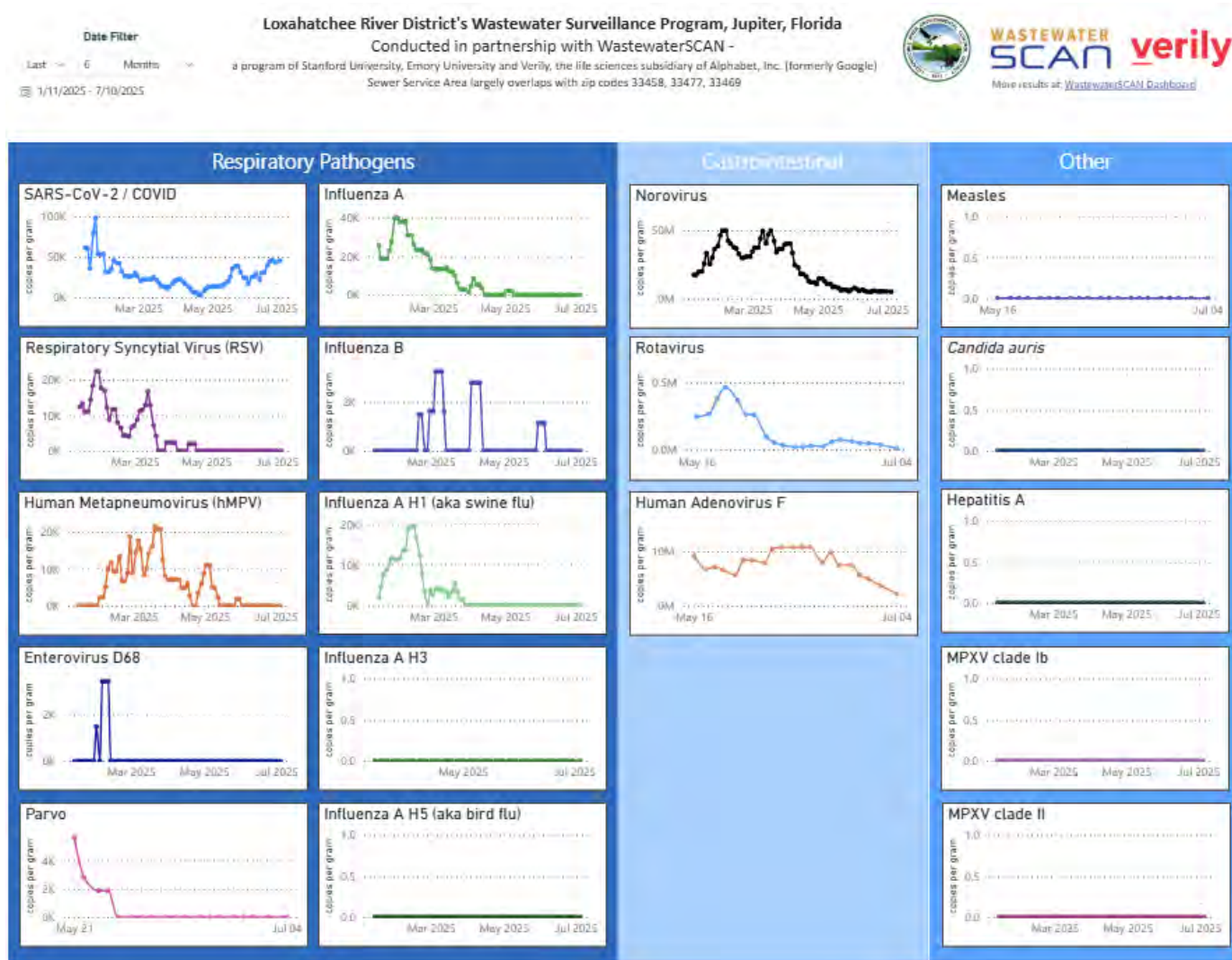
Figures above show average percent occurrence of seagrass by site (TOP) and by species (BOTTOM) for the month of June each year beginning in 2003. The North Bay, Sand Bar, and Pennock Point sites include data back to 2003 when monitoring commenced. Northwest Fork (purple) and Inlet (orange) were added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

Wastewater Surveillance

It has been a surprisingly quiet summer with fewer illnesses detected in our wastewater surveillance monitoring. COVID virus was detected during May and June, but at far lower concentrations than we have historically measured. The latest variant (NB.1.8.1) causes a severe sore throat in many patients, giving it the nickname of 'razor blade throat'.

As reported last month, the WastewaterSCAN Team recently added and reinstated the testing of several pathogens, including Measles (rubeola), Parvo virus, Rotavirus and others. With the release of these new results, we refreshed our Wastewater Surveillance web page and the data visualization.

Results from this monitoring are automatically uploaded to our wastewater surveillance website at <https://loxahatcheeriver.org/wastewater-surveillance/>.



Wastewater Surveillance results from the WastewaterScan program over the last 6 months.

Customer Service

Billing & Payments

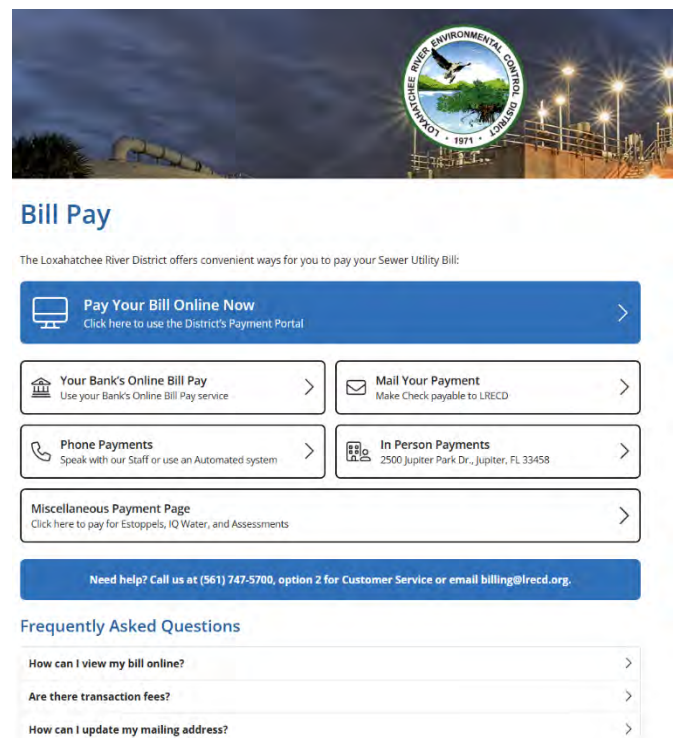
The Customer Service Team closed out the 2nd quarter billing processing roughly 2,400 payments totalling \$317k and worked on preparations for the 3rd quarter billing. For the quarter, we processed the highest number of payments (33,221) and brought in more revenue than ever before (\$4.97M). This was due, in part, to the rate increase and the effective communication of our delinquent process that reached many of the last customers that were on AutoPay prior to our switch to our new customer information and billing system. The most notable change in payment methods was the 7.6% increase in the number of automatic payments compared to Q1, and is now 26% of our total payment methods (8,696). While we are still below the 11,000 autopay customers we had prior to our system switch, we have made significant progress in getting a meaningful fraction of our customers on the new system.

Printing and Mailing Services Provider

As explained last month, our printing and mailing provider abruptly closed their business in early May. Implementation of these services is a complex process that typically takes 6-8 weeks, but our new provider provided exceptional service, and we sent out our past due notices on schedule. The development of the much more complicated quarterly bill also came together on schedule and printing of the Q3 bills began on July 10.

Revised Payments Page

The District offers a variety of ways for our customers to pay their quarterly sewer bill – on our website, through their bank's online bill pay, automatic payments, over the phone, through an automated phone system, and others. Effectively communicating all these options to our customers has been challenging, and we routinely receive calls from confused customers. As a fun exercise, we tried artificial intelligence (AI) tools to see what suggestions it might have for improving our web page based on the current web page content and the most common problems our customers struggle with. Lo and behold, the AI suggested an impressive new organization and layout. We worked with our web developers to make the changes, and the new page is now live at loxahatcheeriver.org/bill-pay/



Information Technology (IT)

Securing & Simplifying Logins to Software Applications

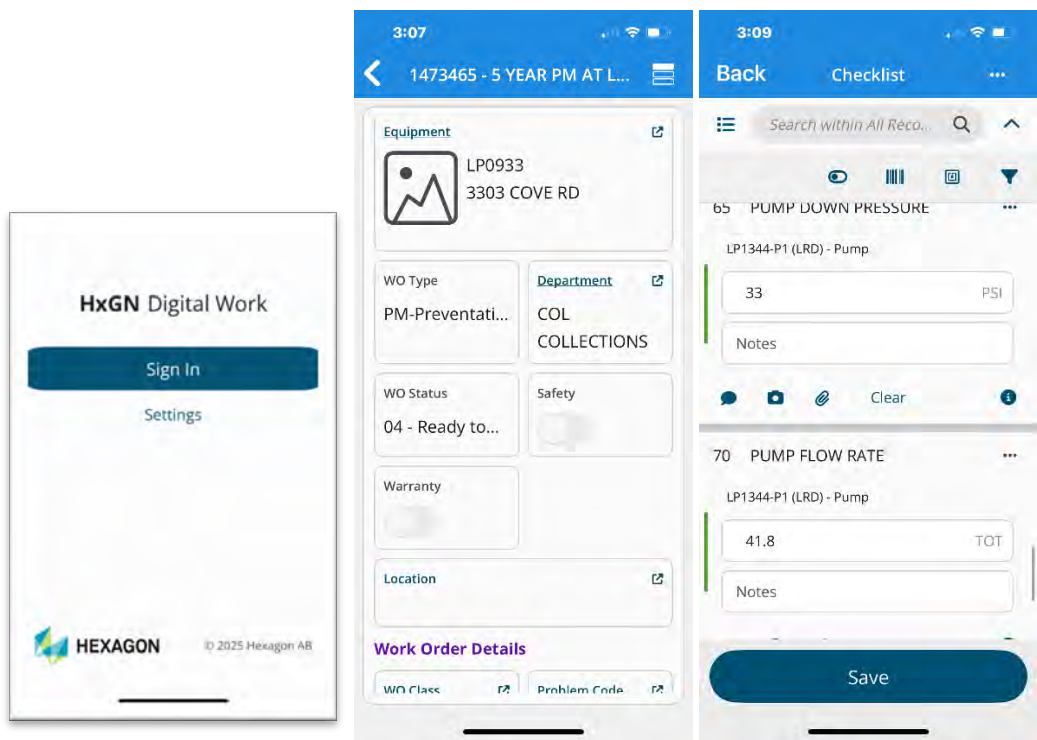
When implementing improvements to cyber security at the District, it can often have the consequence of making something more complicated for either the end user or administrators. Fortunately, many of the applications used at the District support streamlined login methods such as single sign-on (SSO).

In June, we upgraded the login process for our Computerized Maintenance & Management System (CMMS) to use SSO with Active Directory Single Sign-On.

Active Directory Single Sign-On is a powerful authentication mechanism designed to both enhance user experience while enhancing organizational security. By enabling users to log in once and gain access to multiple applications and systems seamlessly, it eliminates the need for repetitive credential entry across different platforms.

SSO will also work with the CMMS mobile app which we have begun testing with some staff. If the user is already signed into their phone, then the CMMS mobile app will continue through the login process, and they can just start working in CMMS.

These improvements help streamline the login process to applications for staff while maintaining high levels of security for the District.



Screenshots from the new CMMS mobile app that now utilizes single sign-on (SSO)

Loxahatchee River Environmental Center

July 2025

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%
2022 Baseline		1,322	101	111%	240	4.6	7.9	91%	107%
2023 Baseline		1,462	110	93%	297	4.7	7.8	83%	86%
2024 Baseline		1,433	100	99%	454	4.7	7.9	98%	104%
2024	June	2,870	127	111%	719	4.8	7.5	96%	86%
	July	2,120	166	93%	1,132	4.8	8.0	94%	109%
	Aug	1,258	80	141%	346	4.8	7.2	92%	101%
	Sept	1,024	62	100%	221	4.5	7.5	91%	97%
	Oct	1,250	71	91%	238	4.6	7.6	96%	130%
	Nov	1,007	59	82%	217	4.8	8.1	101%	114%
	Dec	841	58	86%	138	4.7	8.2	104%	143%
2025	Jan	1,363	103	90%	194	4.9	8.1	96%	142%
	Feb	1,208	85	82%	239	4.7	8.0	92%	174%
	Mar	1,608	203	98%	322	4.9	8.2	94%	163%
	Apr	1,375	88	92%	196	4.5	8.4	100%	152%
	May	1,193	63	134%	250	4.5	8.4	92%	152%
	June	2,205	127	111%	829	4.4	8.0	91%	106%
Consecutive Months at Green		0	6	4	13	13	13	13	12
Metric Owner		O'Neill	O'Neill	Duggan/Warwick	Patterson	O'Neill	O'Neill	O'Neill	O'Neill

Metric	Explanation
Visitation	We had 46 No Shows to program and 100 cancellations (including field trips). Our program participation is still high because we have some programs that are over 100% and canceled programs are not included in the program participation number.

River Center General

Jake Meuse – Former Summer Intern

Jake has been working at the Florida Museum of Natural History at UF. He worked on a project that studies the evolution of ankle bones during the Paleocene-Eocene Thermal Maximum, which was a major global heating event about 55 million years ago. This project looked at the impacts of change in climate and shifts in taxonomic composition on the functional diversity of mammals within that time period.

"..I wanted to again thank you guys for a great summer. I know it was a few years ago now, but my experience at the River Center continues to serve me in unexpected ways. I hope to stop by when I get back to Jupiter in a few weeks - so I'll see you all then."

River Center Van



We were excited to receive the new van at the River Center just in time for summer! It was so exciting to be able to welcome our campers and get our summer started off right. The van seats 15 people and has enough headroom so that adults are able to stand up inside. It is wonderful to be able to safely transport our campers without having to rent a vehicle. We look forward to using it for our Adult Summer Camp and other River Center programs throughout the year.



River Center Special Programs

River Center Aquatic Adventure Summer Camp



On June 9th the River Center kicked off our start to our Aquatic Adventure Summer Camp! Every summer we offer 8 weeks of camp to children ages 6-17. Some highlights of the summer so far include trips to Manatee Lagoon, Blowing Rocks Preserve and Coral Cove Park. We can't wait for the remaining 5 weeks to commence!

Blooming in the Garden – Funny Bunnies [Saturday, June 7th]

The theme for this month's Blooming in the Garden program was Bunnies! We started our program with an interactive bunny-themed story before creating our own "jumping bunny" projects to take home. We then went on a "bunny search" in the garden, looking for 8 different facts about our native Florida rabbit

species. At the end of the program, guests had the opportunity to plant native seeds to take home for their gardens. The Blooming in the Garden program is designed for children and families ages 3-6.

AustinBlu Fishing Tournament [Saturday, June 14th]



On Saturday, June 14th the AustinBlu Foundation and the River Center hosted the 7th annual AustinBlu Foundation Land and Sea Fishing Tournament. This unique tournament offered two competitions for anglers: a harvest competition and a catch and release tournament.

Over 216 anglers were registered to compete in this stacked competition. With lines in the water at 7:00 AM, anglers had until 4:00 PM to submit or weigh their catches in order to be considered for prizes.

Anglers in the catch and release tournament used the Fish On app from Reeltime Apps to submit catches to our River Center judges. The more fish they caught, the better their chances of winning. By the closing of the event, 1,373 catches had been submitted for judging!

Contestants in the harvest competition weighed their largest catch at our AustinBlu weigh-in station. Anglers could submit fish for four different categories: Jack Crevalle, Snapper (any Species), Grunts (any species) and Sheepshead. The competition was steep, but Brently Chase managed to catch a 24-pound Jack Crevalle, which brought him into the Grand Prize position!



After fishing, the fun kept rolling with an awesome prize-packed raffle and great food trucks from Little Moir's Food Shack, Annie's Italian Ice, and Best Pizza Heaven. We had approximately 230 people attend the award ceremony and festivities. Participants went home with amazing swag buckets filled with items from our generous tournament

sponsors. The winners of the competition were awarded cash prizes, with a grand prize of \$500!

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



Intracoastal Kayak Tour [Tuesday, June 17th]



The River Center hosted a public kayak tour through the Intracoastal Waterway with a group of 5 adults. The Intracoastal Waterway is a beautiful and beginner friendly location that features tons of wildlife like ospreys and moon jellyfish. During this paddle we visited Fullerton Island and Sawfish Island which are two Palm Beach County owned spaces only accessible by small boats. Sawfish Island is the most recent restoration project completed by PBC Environmental Resource Management. This island originally was overrun with invasive and exotic

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

Science with Sam [Tuesday, June 17th]

Families in the Bones & Teeth class embarked on an exciting hands-on adventure into the world of wildlife forensics! Participants explored how scientists use bones and teeth to identify animals and uncover secrets about their lives. Kids and adults alike



examined real animal skulls and teeth, comparing predators and herbivores while discussing how the tooth shape reveals clues about an animal's diet. The highlight of the day was dissecting owl pellets—an unforgettable, slightly messy, and



totally fascinating activity that revealed tiny bones from the prey these mysterious birds had swallowed whole!

Little Otters [Wednesday, June 18th]

This month was another successful Little Otters program! This program takes place at the Blowing Rocks preserve on Jupiter Island, in partnership with the Nature Conservancy. Our water explorers had the opportunity to use dip nets and a small seine net to search for exciting marine creatures in the Indian River Lagoon estuary. We had fun during low tide with a lot of sand area to explore, and our guests were delighted to find many species of urchins, snails, and crabs during their search! One of our lucky guests even found a live Sundial shell – WOW! We always end the program with a sit-down discussion of what we found, and why it is important to respect our local waterways.



Seine and Dip Exploration [Friday, June 20th]



Families joined River Center environmental educators on June 20th for exploration and fun during our Family Seine & Dip Exploration at Blowing Rocks Preserve. Participants got some relief from the heat in the cool water while River Center educators guided guests on a seining and dip netting through the seagrass. Urchins, conchs, and 9-Arm Sea Stars are just a few of the animals that participants experienced up close and personal during our morning adventure! Educators welcomed 20 participants to this event and the

River Center would like to thank the Blowing Rocks staff for their continued support.



Intro to Kayaking [Tuesday, June 24th]

The River Center hosted a Kayaking 101 workshop for beginner and intermediate paddlers. This workshop is an introductory course on the basics of kayaking. Participants learned about paddling safety, various equipment, and what to do before you go. Once on the water, guests got firsthand experience testing their strokes and paddling around the park. Along the way, participants tested out their new skills and we paddled our way around Burt Reynolds Park. We had 14 participants for this event.



Family Fishing Clinic [Friday, June 27th]

The River Center hosted a fun and educational fishing clinic where families learned the essentials of responsible angling. Participants practiced tying fishing knots, safely dehooking fish, measuring their catches, and navigating the Florida Fishing Regulations book. After mastering their skills on land, 10 adults and 12 children headed to the dock at Burt Reynolds Park to put their knowledge to the test. With rods in hand and sunshine overhead, they spent a memorable morning casting lines and enjoying the outdoors. Their efforts paid off—they reeled in snappers, a checkered puffer, an Irish pompano, and even a surprise blue crab!

Fishing Adventure [Saturday, June 28th]

It was an epic day fishing at the Jupiter Inlet Lighthouse for our Fishing Adventure program!! The sun was bright, the water was blue on an incoming tide, and everyone caught several fish! We had lane snappers, sailor's choice, and checkered puffers. The snook and the barracuda were too smart to take our hooks, but it was



great to see them. We even had a visit from a passing Egale Ray. Multiple parents learned about the Jr. Angler Fishing Tournament that morning and are now going to sign them up for more fishing fun!



Volunteer of the Month

Our June Volunteer of the Month is Pierce Croissant. Pierce is a Senior at Jupiter High School. He has been a wonderful volunteer for the past year and has truly been an asset to our volunteer team. He not only helps at the Center with visitor services but also helps with special events. His compassion, attention to detail, and willingness to take on any task, no matter how big or small, has made a significant impact on the Center and the many guests that he has assisted while volunteering. We are so thankful for Pierce and his dedication to The River Center. Thank you, Pierce, for your commitment and hard work! We appreciate you!

June Raffle Winner and Tier Awards:

This month we celebrated volunteers who have completed 100 and 200 hours of volunteer service.

100 Hours:

Elijah Cudak
Mia Cooke
Lexi James

200 Hours:

Madison Jaffe

Our raffle winner for the month of June is Elliana Lillo-Massaro. We love our volunteers and so appreciate all that they do!

UPCOMING EVENTS

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

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

July 19th, 8:00 a.m. – 4:00 p.m.: Boat America Class [Boating Safely]: Cost: \$10 to register; refunded when class is completed. The River Center continues to collaborate with the US Coast Guard Auxiliary “Flotilla 52” to provide a series of Boating Safely Classes targeted specifically to young boaters in our community. These classes are provided through a generous sponsorship by the AustinBlu Foundation, a not-for-profit dedicated to raising awareness and promoting educational programs to improve boater safety. Recommended for children 12 years and up, but all ages are welcome.

July 19th, 10:00 a.m. – 12:00 p.m.: Estuary Exploration [Seine & Dip Netting]: Join the River Center in a day of estuary exploration at our Family Seine and Dip Netting Experience! Activities will include exploring our local waterways searching for urchins, conchs, fish, and more! Please make sure to bring sunscreen, water shoes, and plenty of water! Please RSVP to attend! Check in for this event will take place at **Blowing Rocks Preserve**.

July 22nd, 10:00 a.m. – 12:00 p.m.: Fishing Adventure [Cypress Creek Natural Area]: Join us for some exciting fishing! We’ll be set up at the Cypress Creek Natural area. This program is designed for young anglers who want more fishing experience. It’s an exciting way to discover new fishing spots while accompanied by River Center staff. Poles and bait will be provided, or you can bring your own gear. Parents are encouraged to accompany their children and participate. Everyone should bring water, sunscreen, hats, and sunglasses. Cost is \$10. Registration is required to attend. Space is limited. This is not a drop-off program.

July 23rd, 10:00 a.m. – 11:00 a.m.: Little Otters [Blowing Rocks Preserve]: Beat the summer heat and get in the water with your little one! Join us once a month throughout the summer at the Nature Conservancy’s Blowing Rocks Preserve (574 S Beach Rd, Hobe Sound, FL 33455). We will meet outside the visitors’ center on the lagoon side (west side). The River Center will provide dip nets and sand toys. We’ll search for urchins, conchs, and crabs while enjoying the natural beauty around us. This event is for ages 2 through 6. Adults and children should come prepared to be in the water for an hour. This includes closed-toe water shoes, sunscreen, hats, and water bottles. Adults will be responsible for their children during this program. 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. Registration will open 1 month prior to the program date!

July 25th, 5:30 p.m. – 7:30 p.m.: Sunset Kayak Tour [Pine Glades Natural Area]: Join us for our sunset kayak tour! Launching from Pine Glades Natural Area, guests will paddle along through a beautiful marsh. Keep your eyes sharp, as this is a great area for birding. Don’t miss out on this awesome excursion! All equipment is provided. Interested participants should bring water, water shoes and anything that will make them comfortable in nature. Our kayaks are tandem kayaks, or double seated, if you do not register with a partner you will be assigned one. Registration is required. Space is limited.

July 26th, 1:00 p.m. – 2:00 p.m.: New Volunteer Workshop: Join us for a new volunteer workshop at the River Center! In this workshop, we’ll cover everything you need to know about becoming a River Center volunteer, including roles, responsibilities, and training opportunities. Whether you’re passionate about the environment or eager to support community events, this workshop will help you understand how you can make a difference. Please RSVP to attend. For more information about volunteering at the River Center, please contact our Volunteer Coordinator Rebecca Patterson at Volunteer@Lrecd.org

July 30th, 4:30 pm -7:30 pm Afterschool Book Club (Scat): Join us on Wednesday, July 30th from 4:30 to 6pm for our next afterschool book club for kids in grades 3-8. This month's book will be *SCAT* by Carl Hiaasen. A thrilling mystery novel set in the Florida Everglades. It follows the story of two middle school students who uncover a sinister plot while on a field trip, and work to save the endangered panthers from danger. At our book club meeting we will discuss the book, as well as create some of our own artwork inspired by the Florida Everglades. You can find *SCAT* at our local library or at a bookseller of your choice. Readers should finish the book before the meeting.

August 9, 10:00 a.m. – 11:30 a.m.: Blooming in the Garden [Spectacular Soil]: Join the River Center for our *Bloomin' in the Garden* program, designed for children ages 3-6. This month's theme is **Spectacular Soil!** The program will start at 10:00am with story time and a nature-themed craft. We will then move to our garden for exploration and hands-on fun. When it's time to go home, children will receive seed to take home to start their own garden! So don't miss this exciting chance for you and your little ones to enjoy nature together! ****This program has limited space so please only sign up if you are planning on attending, and please let us know if you won't be able to make it!**** This activity is outside, so dress comfortably and be ready to possibly get a little messy. All equipment will be provided, and this program is free of charge. Donations are always welcome.

August 20th, 10:00 a.m. – 11:00 a.m.: Little Otters [Blowing Rocks Preserve]: Beat the summer heat and get in the water with your little one! Join us once a month throughout the summer at the Nature Conservancy's Blowing Rocks Preserve (574 S Beach Rd, Hobe Sound, FL 33455). We will meet outside the visitors' center on the lagoon side (west side). The River Center will provide dip nets and sand toys. We'll search for urchins, conchs, and crabs while enjoying the natural beauty around us. This event is for ages 2 through 6. Adults and children should come prepared to be in the water for an hour. This includes closed-toe water shoes, sunscreen, hats, and water bottles. Adults will be responsible for their children during this program. 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. Registration will open 1 month prior to the program date!



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: Jorge Alvarez Safety Officer
Date: July 10, 2025
Subject: District Safety Report for June 2025

Safety Metrics: June 2025

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 experienced zero (0) OSHA Recordable Injuries in June. The District has a rolling twelve-month Total Recordable Incident Rate (TRIR) of **0.0 (zero)**. This is better than the District goal of 1.5. District employees have worked injury-free for 13 consecutive months! Congratulations to the whole LRD Team!

The District experienced one (1) very minor Motor Vehicle Accident (MVA) in June. With two MVA's in the last 12-month period, the MVA incident rate is at 2.1. Which is below the LRD MVA goal of 2.2.

JHA and Work Orders: In June 99% of the applicable Work Orders (WO) included a JHA. This represents twenty-eight (28) months in a row in which the District expectation of 95% was exceeded. The following is a District comparison for the percentage of June EAM applicable Work Orders generated for which an electronic JHA was completed:

Reuse:	100 %	Construction:	90 %
Operations:	100 %	Inspection:	98 %
Collections:	100 %	Wild Pine Lab	100%
Maintenance:	99 %	River Center	9 Electronic JHA

Lockout / tagout (LOTO): LOTO continues to be tracked in similar fashion to the JHA's. Any District employee working on the system/equipment being locked out must affix their own personalized lockout lock and tag to the equipment. This process ensures the system/equipment is configured so there is zero hazardous energy associated with the equipment prior to employees performing any maintenance on the equipment. 225 machine-specific LOTO forms were completed by District employees in June. Current data indicates the LOTO compliance rate is at 90% of

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applicable work orders, which is below the District expectations of $\geq 95\%$. The following is a District comparison for the percentage of June EAM applicable Work Orders generated for which a LOTO form was completed:

Reuse:	100 %	Construction:	N/A %
Operations:	N/A %	Inspection:	33 %
Collections:	96 %	Wild Pine Lab	N/A
Maintenance:	97 %	River Center	N/A

Near Miss Reporting: There were zero Near Misses reported in June which is below the 12-month rolling average. The Near Miss Reporting Standard Operating Procedure has been enhanced to increase the efficiency of implementing corrective actions. Upon receiving the Near Miss report, the reporting employee's direct supervisor initiates the review of the concern with the reporting employee and the Safety Officer creates a work order to track the near miss progress, including closure. 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 [Near Miss Reporting form](#).

Training: The District Safety training in June included three-hour classroom New Employee Onboarding Safety Training for one Collections and one construction employee. This New Hire Orientation training is conducted by the current Safety Officer and consists of a high-level review of District Safety Rules, the Safety Manual and the various Safety Programs implemented by the District. Computer Based Training (CBT) for all new hires is used by Human Resources, Information Technologies, and Safety to engage and educate all new hires on their first day of work. The following are standard safety-related CBT provided to new employees: Safety Orientation, PPE Awareness, Bloodborne Pathogens, Hazard Communication, Chlorine Awareness, Heat Stress Safety, and Hydrogen Sulfide (H₂S) Awareness. Additional safety-related training for Collections and Construction Department employees include: Lockout / tagout Authorized, Confined Space Entrant and Confined Space Attendant classroom training.

Other Safety training in June included Computer Based Training (CBT) for Hazard Communication Awareness for all District employees.

Summary: Working safely at the District IS the standard. Let's reinforce the dedication to work smart and safely. 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.



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: July 11, 2025
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	\$ 6,400.00	\$ 98,629.79
Baxter & Woodman	\$ 38,752.10	\$ 218,845.08
Carollo	\$ 17,147.52	\$ 174,638.62
Holtz	\$ 88,679.02	\$ 211,947.63
KCI	—	\$ 24,794.35
Kimley-Horn & Associates, Inc.	—	\$ 78,726.00
Mock, Roos & Associates	\$ 10,614.20	\$ 85,577.65

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:

- FY2026 Budget
- Strategic Planning Workshop - October 13 & 14, 2025 from 9:00am - 4:00pm at the River Center; the draft strategic plan will be presented at November 20, 2025 board meeting
- Risk & Resilience Assessment (RRA) – in August we anticipate presenting the field RRA to the Board

Future Contracts:

- 25-002-00141/2500 Jupiter Park Drive Site Improvements - Phase 1 - Professional Engineering Services Contract
- Lift Station 050 Collection System - Gravity System Repairs
- A1A Force Main Replacement - Award General Services Contract
- Headworks Facility, Diversion Structure A, And Diversion Structure B Rehabilitation Project - Award General Services Contract
- Vac-con Dump Pit - Award General Services Contract
- Lift Station 163 - Electric Service Improvements - Award General Services Contract
- San Palermo IQ Point of Connection - Award General Services Contract