



**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
NOVEMBER 18, 2013
7:30 P.M.**

ORDER OF BUSINESS

1. Call to Order
 - A. Roll Call
 - B. Invocation
 - C. Pledge of Allegiance
2. Agenda Approval
 - A. Additions, deletions, substitutions
 - B. Adoption
3. Regular Agenda
 - A. Public Comments
 - B. Consideration of Enabling Legislation
 - C. "A" Road Canal South Progress Report
 - D. Employee Incentive Pay
4. Consent Agenda
5. Supervisor Comments
6. Adjournment

At the discretion of the Board, only those comments relevant to tonight's adopted Agenda shall be heard. Please limit all comments to three minutes. If a person decides to appeal any decision made by the District's Board of Supervisors with respect to any matter considered at such meeting, 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.



REGULAR AGENDA ITEM 3A

PUBLIC COMMENTS

NOVEMBER 18, 2013

3A



REGULAR AGENDA ITEM 3B

CONSIDERATION OF ENABLING LEGISLATION

NOVEMBER 18, 2013

3B

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
PUBLIC MEETING REPORT**

Subject: Consideration of Enabling Legislation

Summary: The Loxahatchee Groves Water Control District Board of Supervisors approved entering into a contract with Ramba Law Group, LLC at the October 14, 2013 Board of Supervisors meeting conditioned on being fully reimbursed by the Town of Loxahatchee Groves. The proposed enabling legislation was discussed October 22, 2013 at the Town of Loxahatchee Groves Workshop. All agreed that two (2) proposed bills be forwarded to the local delegation, one to address the balance of all District roads providing for the dedication of road right-of-way easements to the public (Bill 1), and the other to provide for the dedication of public access to the District's right-of-way for equestrian purposes (Bill 2). Attached are the proposed draft bills. The local delegation's public hearing is to be held on December 19, 2013. The deadline for filing local bills is November 29, 2013.

Subsequent to the District's October 14, 2013 Board Meeting, it was determined that service from Ramba Law Group, LLC for proposed Bill #2 would cost an additional \$10,000.00.

The Town Council met on November 5, 2013 and approved equal cost sharing for Ramba Law Group, LLC services for Proposed Bill #1. The Town approved moving forward with Bill #2 but did not address funding the service.

Attachments:

1. Proposed Bill #1
2. Proposed Bill #2

Action Requested:

1. Motion to approve the District to cost share on an equal basis Ramba Law Group, LLC services for proposed Bill #1.
2. Motion to proceed with proposed Bill #1.
3. Motion to direct Staff to petition Town to fully fund services for Bill #2.
4. Motion to proceed with proposed Bill #2.

Meeting Date: November 18, 2013
Agenda Item 3B

Bill #1

A bill to be entitled

An act relating to the Loxahatchee Groves Water Control District, Palm Beach County; amending Chapter 99-425, Laws of Florida, as amended; providing for the dedication of road right-of-way easements to the public; providing requirements for such dedication; providing for prima facie evidence of such public road right-of-way easements; exempting certain property of an electric utility; assigning continuing traffic control jurisdiction on all public roads within the district to the Town of Loxahatchee Groves; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 9 is added to section 2 of chapter 99-425, Laws of Florida, as amended, to read:

Section 9. Roads presumed to be dedicated.

a. When a road within the district has been constructed by the district, and when such road has been maintained or repaired continuously and uninterruptedly for 7 years by the district, an easement for such road over, under, across, upon, through, and within the underlying real property for road right-of-way purposes, shall be deemed to be dedicated to the public to the extent of the width that has been actually maintained or repaired for the prescribed period, whether or not the road has been formally established as a public road. The dedication shall vest such easement in and to the road in the public, whether or not there is a record of conveyance, dedication, or appropriation to the public use.

b. The filing of a map in the office of the clerk of the circuit court of the county where the road is located showing the lands and reciting on it that the road has been dedicated in accordance with subsection a., or by any other means of acquisition, duly certified by the chair and secretary of the district, shall be prima facie evidence of the public's easement rights.

c. This section does not apply to any facility of an electric utility which is located on property otherwise subject to this section.

d. The Town of Loxahatchee Groves shall continue to have traffic control jurisdiction over all public roads located within the district.

Section 2. This act shall take effect upon becoming a law.

Bill # 2

An act relating to the Loxahatchee Groves Water Control District, Palm Beach County, Florida; amending Chapter 99-425, Laws of Florida, as amended; providing for the dedication of canal maintenance easements to the district; providing requirements for such dedication; providing for prima facie evidence of such maintenance easements; providing for the use of the maintenance easements for recreational trail purposes by the public through district permits issued to the Town of Loxahatchee Groves; providing that any permit issued by the district to the Town for perpetual use by the public for recreational trail purposes shall satisfy property control requirements for state grant purposes; providing an effective date.

Maintenance Easements and Use for Public Trail Purposes.

- (1) When land adjacent to canals has been used and maintained for district-related purposes by the district to access its canals continuously and uninterruptedly for 7 years, a maintenance easement for such land over, under, across, upon, through, and within the underlying real property for such maintenance purposes, shall be deemed to be dedicated to the district to the extent of the width that has been actually used, maintained or repaired for the prescribed period, whether or not the land has been formally established as an easement in favor of the district. The dedication shall vest such easement in and to the land to the district, whether or not there is a record of conveyance, dedication, or appropriation to the district.
- (2) The filing of a map in the office of the clerk of the circuit court of the county where the maintenance easement is located showing the lands and reciting on it that the land has been dedicated in accordance with subsection (1), or by any other means of acquisition, duly certified by the chair and secretary of the district shall be prima facie evidence of the district's easement rights.
- (3) For any maintenance easement established pursuant to this section, the use by the public for recreational trail purposes, including without limitation equestrian trails, shall be authorized. The district shall have the authority to issue permits to the Town of Loxahatchee Groves to construct and maintain such recreational trails within the maintenance easements. Any permit issued by the district for perpetual use by the public for recreational trail purposes shall be deemed to satisfy any and all current or future state grant requirements for property control by the Town.
- (4) This section does not apply to any facility of an electric utility which is located on property otherwise subject to this section.



REGULAR AGENDA ITEM 3C

“A” ROAD CANAL SOUTH PROGRESS REPORT

NOVEMBER 18, 2013

3C

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
PUBLIC MEETING REPORT**

Subject: "A" Road Canal South Progress Report

Summary: The construction was completed on October 29, 2013. The total construction cost was \$118,639.50. The total in-kind services was \$30,457.00, for a total of \$149,096.50. Seventy-five percent (75%) of the construction cost was reimbursed (\$88,979.63) and 7.5% of the construction cost (\$8,897.96) was reimbursed for in-kind services for a total of \$97,877.59 reimbursed. Consequently, this work resulted in a cost of \$52,019.01 to the District. Subsequent reimbursement requests for Staff time and in-house excavation of south North Road Canal and north "E" Road Canal will further reduce the District's net cost.

Attached is a copy of the USDA Request for Reimbursement.

The District submitted a Request for Reimbursement to the United States Department of Agriculture, Natural Resources Conservation Service (USDA-NRCS) on November 4, 2013. Payment in the amount of \$97,877.59 was wired by USDA NRCS to the District on November 7, 2013.

The Record Plan Submittal and Certification (attached) was submitted on November 5, 2013.

Attachments: 1. USDA Request for Reimbursement
2. Record Plan Submittal and Certification

Action Requested: None

Meeting Date: November 18, 2013
Agenda Item 3C

REQUEST FOR ADVANCE OR REIMBURSEMENT <i>(See instructions on back)</i>		OMB APPROVAL NO 0348-0004		PAGE 1 OF 2 PAGES
		1. TYPE OF PAYMENT REQUESTED a. <input checked="" type="checkbox"/> "√" one or both boxes <input type="checkbox"/> ADVANCE <input checked="" type="checkbox"/> REIMBURSEMENT b. <input checked="" type="checkbox"/> the applicable box <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL		2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCURAL
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED USDA - NRCS		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 69-4209-13-1790		5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST
6. EMPLOYER IDENTIFICATION NUMBER 59-1209151	7. RECIPIENT'S ACCOUNT NUMBER OR IDENTIFYING NUMBER 65-8012557318C-1	8. PERIOD COVERED BY THIS REQUEST FROM (month, day, year) 07/01/13 TO (month, day, year) 10/31/13		
9. RECIPIENT ORGANIZATION Name: Loxahatchee Groves Water Control District Number and Street: 101 West "D" Road P.O. Box 407 City, State and ZIP Code: Loxahatchee, Florida 33470		10. PAYEE (Where check is to be sent if different than item 9) Name: Number and Street: City, State and ZIP Code:		

11. **COMPUTATION OF AMOUNT OF REIMBURSEMENTS/ADVANCES REQUESTED**

PROGRAMS/FUNCTIONS/ACTIVITIES ►	(a)	(b)	(c)	TOTAL
	Construction	Technical Services		
a. Total program outlays to date (As of date) 10/31/13	\$118,639.50	\$30,457.00		\$149,096.50
b. Less: Cumulative program income	\$0.00	\$0.00		\$0.00
c. Net program outlays (Line a minus line b)	\$118,639.50	\$30,457.00		\$149,096.50
d. Estimated net cash outlays for advance period	\$0.00	\$0.00		\$0.00
e. Total (Sum of lines c & d)	\$118,639.50	\$30,457.00		\$149,096.50
f. Non-Federal share of amount on line e	\$29,659.87	\$21,559.04		\$51,218.91
g. Federal share of amount on line e	\$88,979.63	\$8,897.96		\$97,877.59
h. Federal payments previously requested	\$0.00	\$0.00		\$0.00
i. Federal share now requested (Line g minus line h)	\$88,979.63	\$8,897.96	\$0.00	\$97,877.59
j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances	1st month			\$0.00
	2nd month			\$0.00
	3rd month			\$0.00

12. **ALTERNATE COMPUTATION FOR ADVANCES ONLY**

a. Estimated Federal cash outlays that will be made during period covered by the advance	\$0.00
b. Less: Estimated balance of Federal cash on hand as of beginning of advance period	\$0.00
c. Amount requested (Line a minus line b)	\$0.00

LOXAHATCHEE GROVES WATER CONTROL DISTRICT

Emergency Watershed Protection Program

Project Agreement No. 69-4209-13-1790

"A" Road Canal Repair

RECORD PLAN SUBMITTAL AND CERTIFICATION

GENERAL SCOPE OF WORK:

The work performed under this portion of the Project Agreement consisted of excavating and reshaping the canal from north of Collecting Canal to Okeechobee Boulevard to repair storm damage from Tropical Storm Isaac.

VERTICAL DATUM:

All elevations shown are based on NGVD 1929

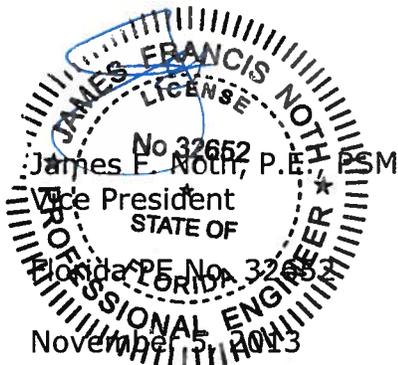
RECORD SURVEY:

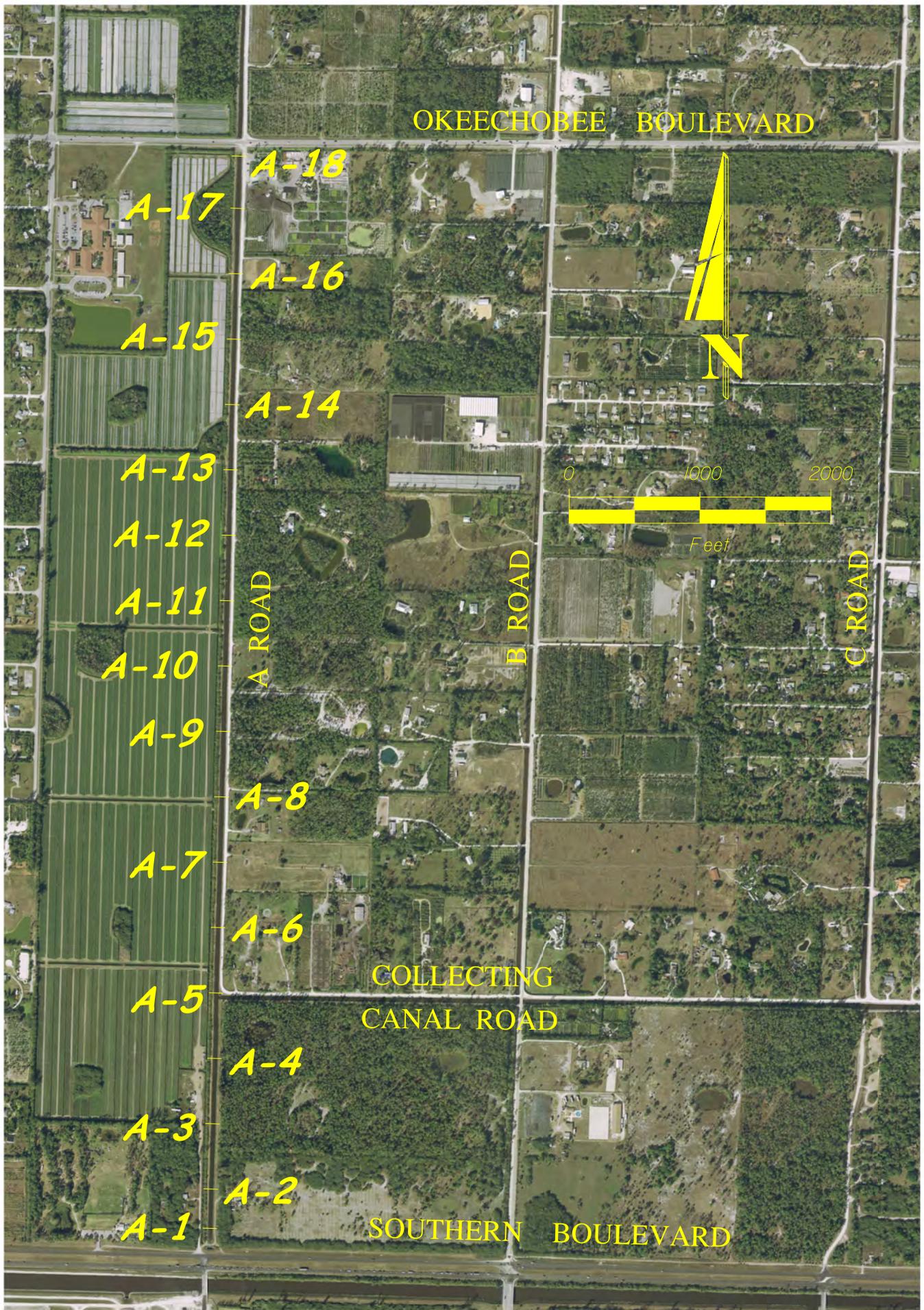
As-built cross sections were conducted at sections A-6, A-8, A-10, A-12, A-14 and A-16.

CERTIFICATION:

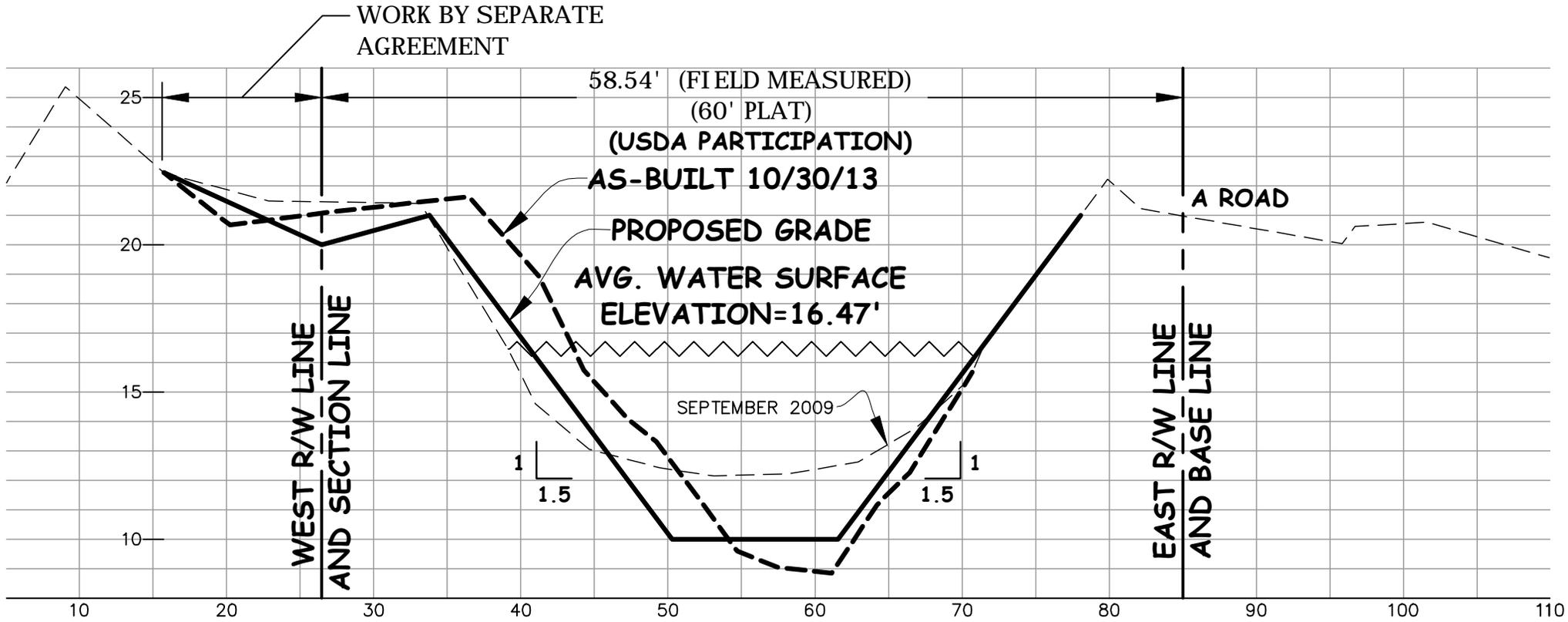
I hereby certify that I am a licensed engineer in the State of Florida. To the best of my knowledge, information and belief, the above referenced project was constructed in substantial conformance to the plans and specifications, and in my professional opinion is in compliance with applicable laws, codes and ordinances. Any deviations in the constructed improvements from the design plans will not materially affect the intended operation of this facility.

ERDMAN, ANTHONY AND ASSOCIATES, INC.

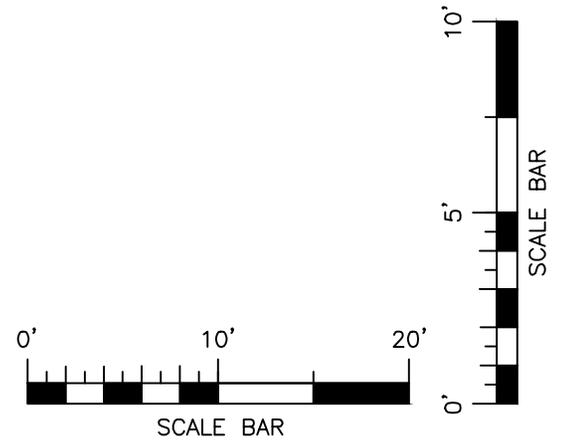


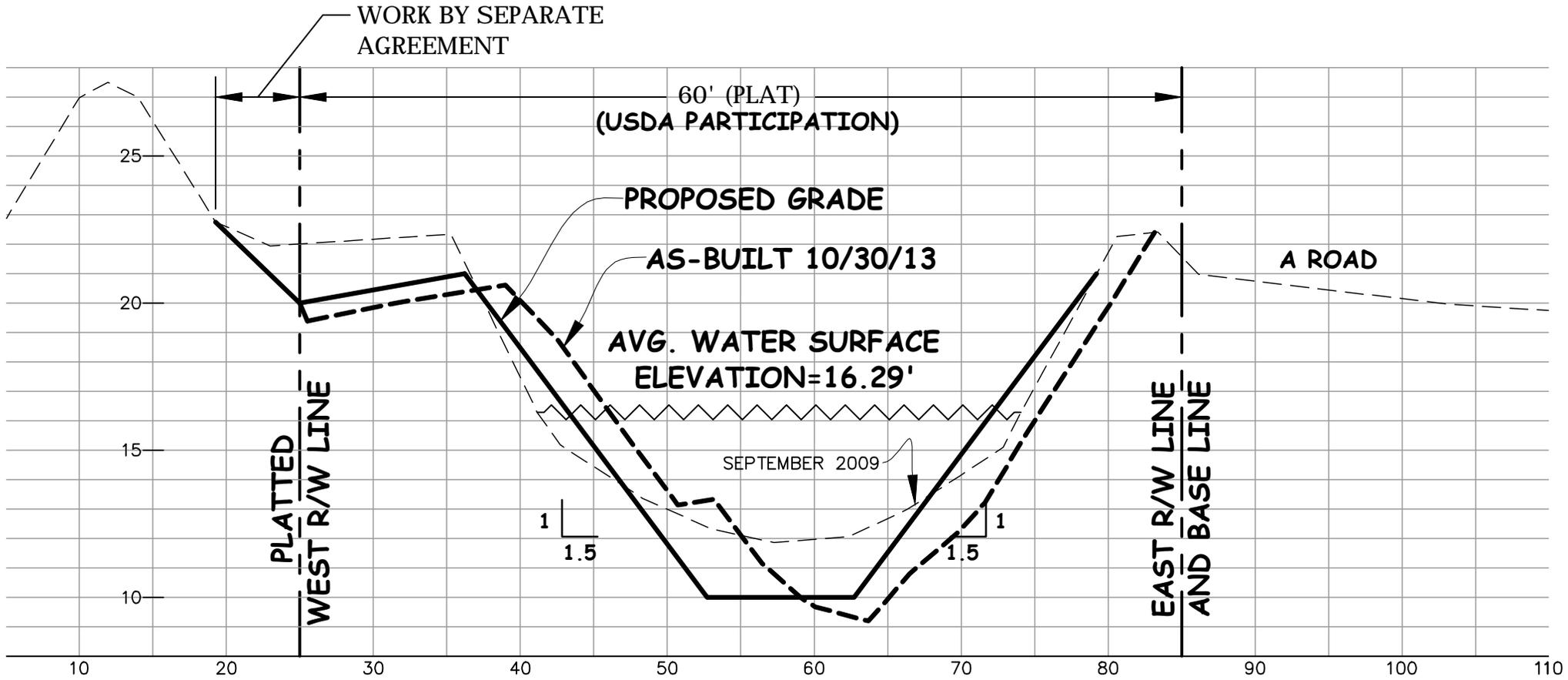


A ROAD CANAL CROSS SECTION
LOCATION MAP

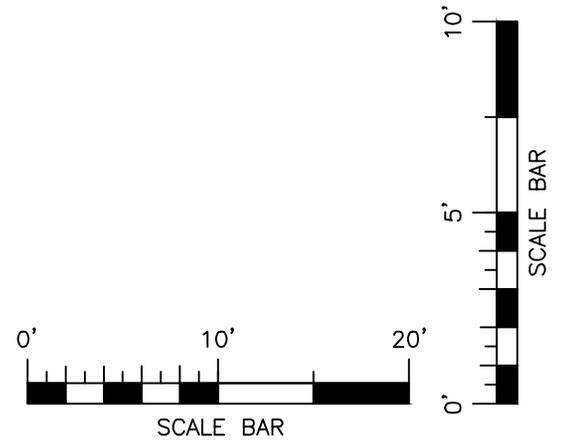


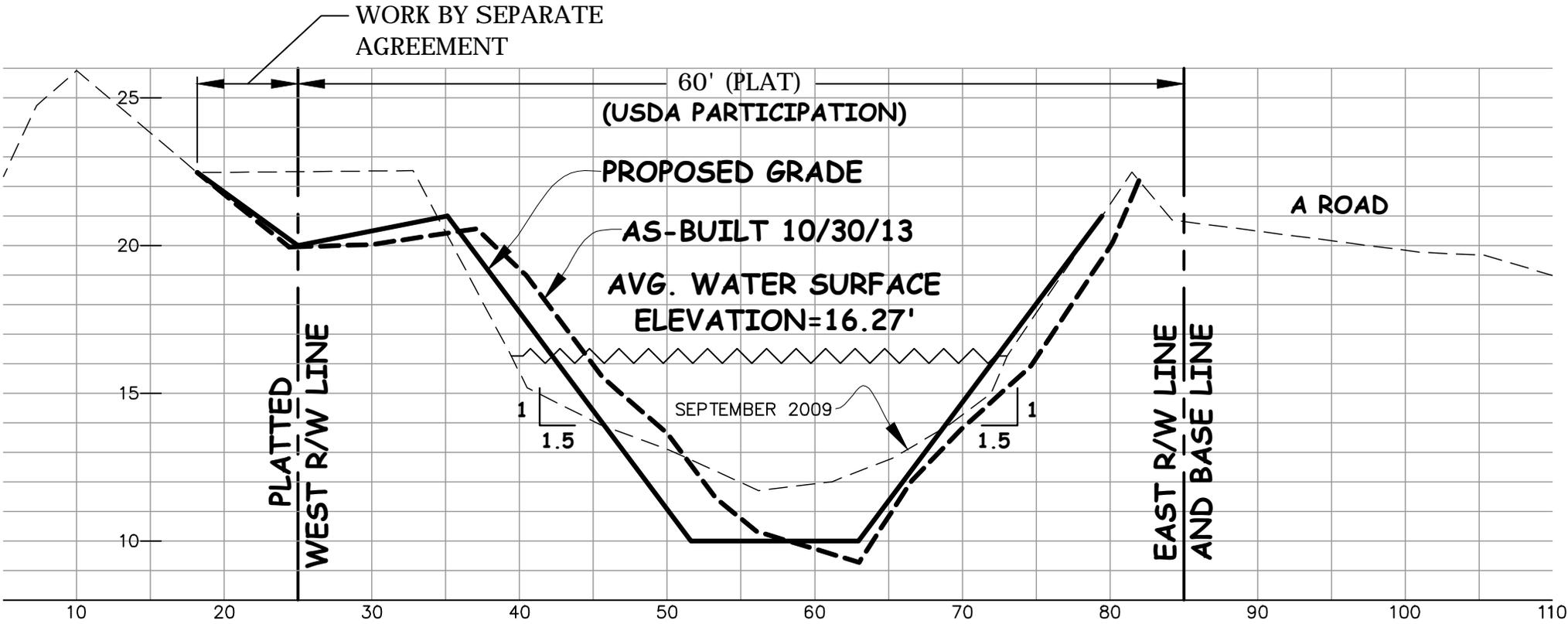
CROSS SECTION A-6



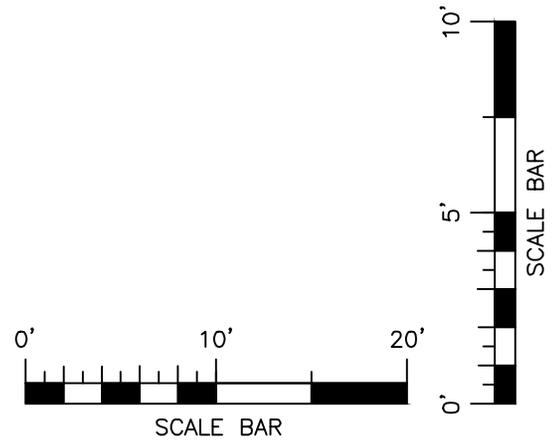


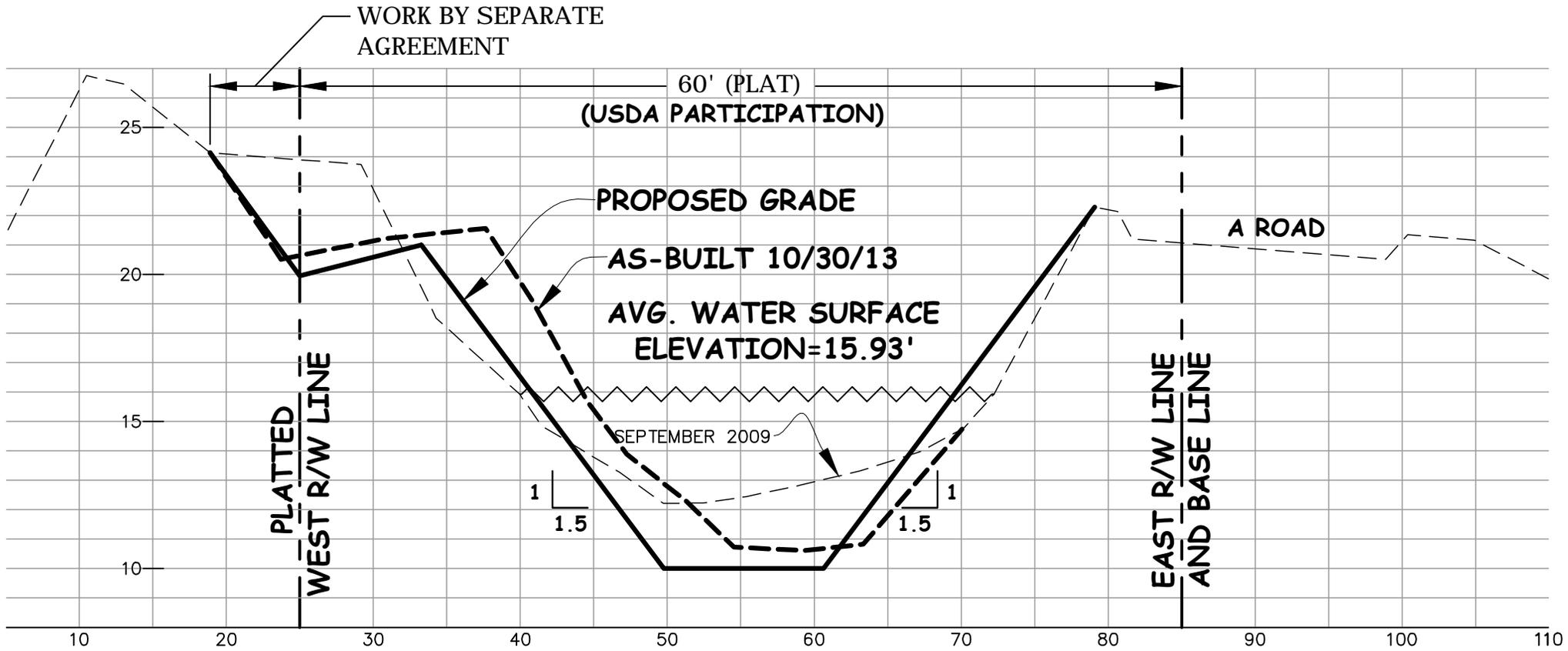
CROSS SECTION A-8



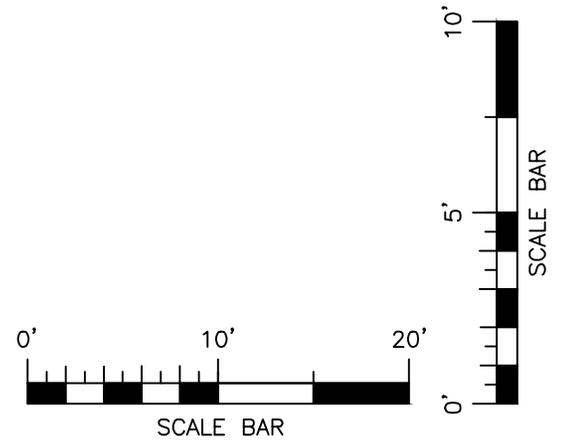


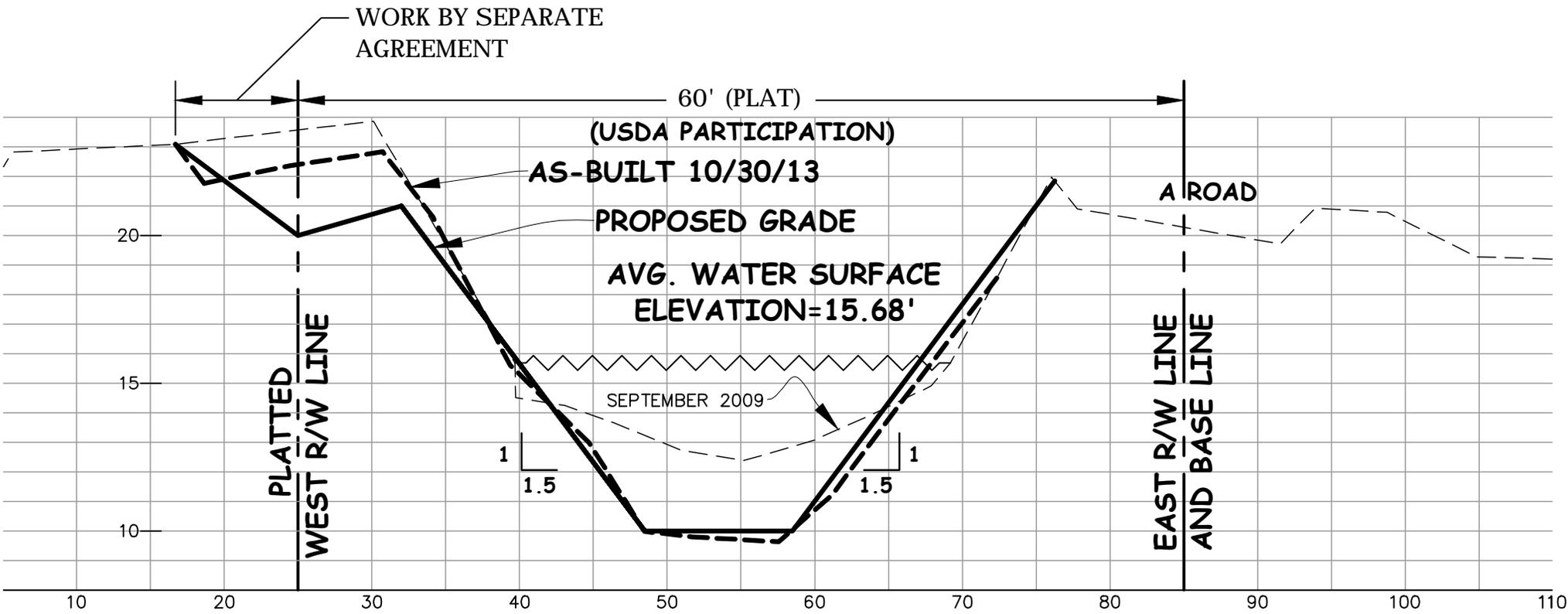
CROSS SECTION A-10



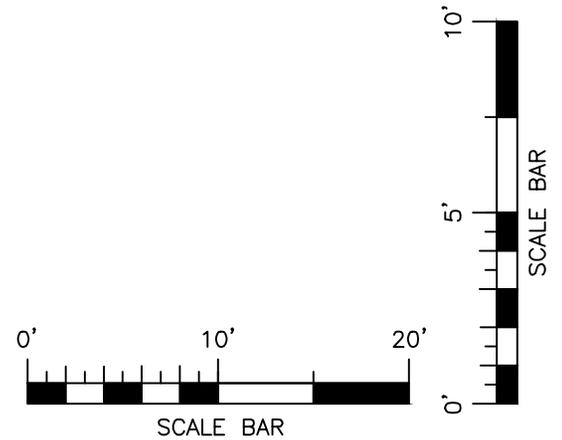


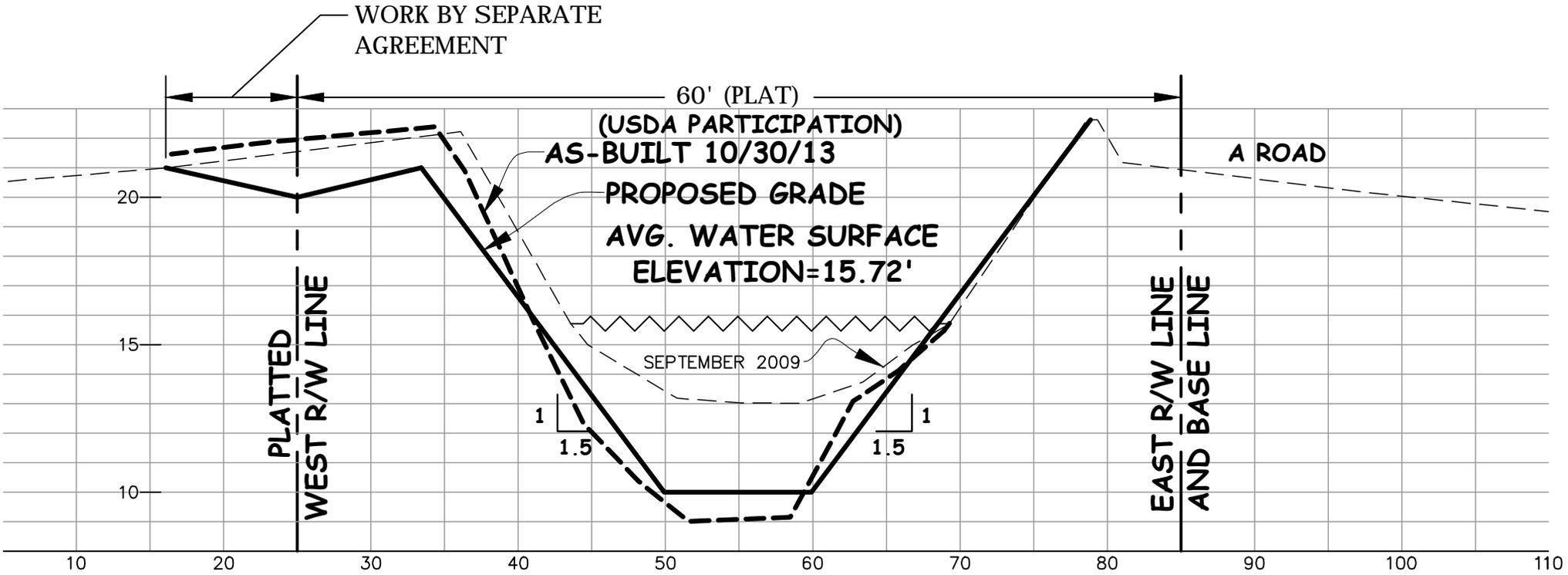
CROSS SECTION A-12



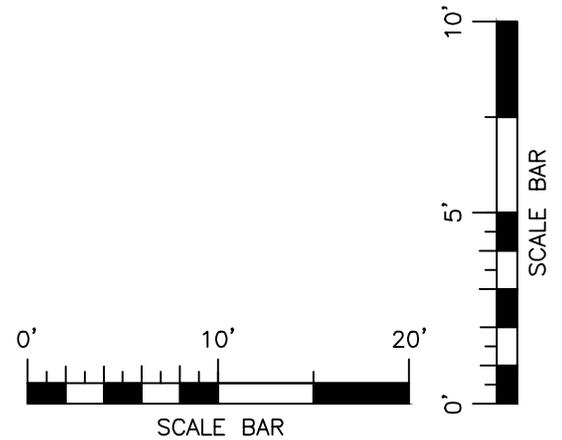


CROSS SECTION A-14





CROSS SECTION A-16



A Road Canal



October 30, 2013 Facing North in vicinity of Cross Section A-10



October 30, 2013 Facing North in vicinity of Cross Section A-12



REGULAR AGENDA ITEM 3D

EMPLOYEE INCENTIVE PAY

NOVEMBER 18, 2013

3D

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
PUBLIC MEETING REPORT**

Subject: Employee Incentive Pay

Summary: Pursuant to the L.G.W.C.D. Personnel Policies and Procedures, the District Administrator shall have the discretion to award any District employee incentive pay, which incentive pay shall not exceed three percent (3%) of that employee's base salary for the applicable year. Attached is that portion of the L.G.W.C.D. Personnel Policies and Procedures.

The 2013-2014 approved budget provided for a 3.45% incentive pay for all employees for a total of \$13,980.00. A 3% incentive is \$12,643.00 for all employees.

Attachments:

1. L.G.W.C.D. Personnel Policies and Procedures – Page 14
2. Employee Incentive Pay Amounts for 3% and 3.45%

Action Requested: Motion to approve directing District Administrator to award employee incentive pay of up to 3.45% and amend the District's Personnel Policies and Procedures if the Board approves greater than 3%.

Meeting Date: November 18, 2013
Agenda Item 3D

location designated by their supervisor within sixty (60) minutes thereafter.

- d. Not be impaired by the consumption of any alcohol or drugs.

On-call assignments will be rotated between all full-time field operations employees on a weekly basis.

Employees who are notified to be on-call will be paid in accordance with this on-call policy of the District.

An employee who is on-call may request a waiver from the on-call responsibility for specific personal activity, when the specific personal activity will cause them to be unavailable for emergency calls. It is the responsibility of the employee to contact his/her supervisor in sufficient time to allow for other on-call coverage to be arranged.

On-call hours must be approved by the District Administrator.

F. **EMPLOYEE INCENTIVE PAY**

The District Administrator shall have the discretion to award any District employee incentive pay, which incentive pay shall not exceed three percent (3%) of that employee's base salary for the applicable year. The District Administrator is eligible for incentive pay, with the same limitation, but such incentive pay may be awarded to the District Administrator as follows: along with the annual evaluation of the District Administrator by the Board of Supervisors, each Supervisor shall include a suggested incentive pay percentage (up to the maximum of 3%) and the District Administrator will receive an incentive award equal to the average percentage set forth in said evaluations. The District Administrator shall also have the discretion to utilize District funds, not to exceed \$500.00 in any single fiscal year, for incentive awards, employee recognition events, and similar types of incentive and recognition items that, in the District Administrator's opinion, act as an incentive to and encourage superior performance by the District's employees.

VI. **BENEFITS**

Benefits listed below are applicable only to Regular Full-time and Regular Part-time Employees of the District unless otherwise noted. Temporary Employees DO NOT RECEIVE ANY BENEFITS.

A. **HOLIDAYS**

District employees will observe the following holidays:

New Year's Day

10:12 AM

11/07/13

Accrual Basis

Loxahatchee Groves Water Control District

Profit & Loss Budget vs. Actual

October 2013 through September 2014

392

	<u>Oct '13 - Sep 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
538.15 · INCENTIVE PAY				
1501 · INCENTIVE, ADMINISTRATOR	0	2,715	-2,715	0%
1502 · INCENTIVE, SUPERINTEND...	0	1,606	-1,606	0%
1503 · INCENTIVE, CLERK	0	1,115	-1,115	0%
1504 · INCENTIVE, SECRETARY	0	1,355	-1,355	0%
1505 · INCENTIVE, OPERATOR III	0	1,142	-1,142	0%
1506 · INCENTIVE, OPERATOR II	0	1,091	-1,091	0%
1508 · INCENTIVE, OPERATOR - II	0	1,045	-1,045	0%
1509 · INCENTIVE, OVERSEER	0	1,279	-1,279	0%
1515 · INCENTIVE, PART TIME I	0	796	-796	0%
1550 · INCENTIVE AWARDS	0	500	-500	0%
Total 538.15 · INCENTIVE PAY	<u>0</u>	<u>12,643</u>	<u>-12,643</u>	<u>0%</u>
Total Expense	<u>0</u>	<u>12,643</u>	<u>-12,643</u>	<u>0%</u>
Net Ordinary Income	<u>0</u>	<u>-12,643</u>	<u>12,643</u>	<u>0%</u>
Net Income	<u>0</u>	<u>-12,643</u>	<u>12,643</u>	<u>0%</u>

Loxahatchee Groves Water Control District
Profit & Loss Budget vs. Actual
 October 2013 through September 2014

	<u>Oct '13 - Sep 14 Budget \$ Over Budget % of Budget</u>			
Ordinary Income/Expense				
Expense				
538.15 · INCENTIVE PAY				
1501 · INCENTIVE, ADMINISTRATOR	0	3,122	-3,122	0%
1502 · INCENTIVE, SUPERINTENDENT	0	1,846	-1,846	0%
1503 · INCENTIVE, CLERK	0	1,282	-1,282	0%
1504 · INCENTIVE, SECRETARY	0	1,558	-1,558	0%
1505 · INCENTIVE, OPERATOR III	0	1,313	-1,313	0%
1506 · INCENTIVE, OPERATOR II	0	1,255	-1,255	0%
1508 · INCENTIVE, OPERATOR - II	0	1,201	-1,201	0%
1509 · INCENTIVE, OVERSEER	0	1,471	-1,471	0%
1515 · INCENTIVE, PART TIME I	0	916	-916	0%
1550 · INCENTIVE AWARDS	0	16	-16	0%
Total 538.15 · INCENTIVE PAY	0	13,980	-13,980	0%
Total Expense	0	13,980	-13,980	0%
Net Ordinary Income	0	-13,980	13,980	0%
Net Income	0	-13,980	13,980	0%

3,457%



CONSENT AGENDA

NOVEMBER 18, 2013

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
REGULAR BOARD OF SUPERVISORS MEETING
CONSENT AGENDA
NOVEMBER 18, 2013**

TABLE OF CONTENTS

1. **Minutes for Approval:**
Regular Board Meeting – July 8, 2013

(Forthcoming Minutes)
 - A. Special Board Meeting - December 22, 2012
 - B. Regular Board Meeting - January 14, 2013
 - C. Regular Board Meeting - February 11, 2013
 - D. Regular Board Meeting - March 11, 2013
 - E. Regular Board Meeting – April 8, 2013
 - F. Regular Board Meeting – May 13, 2013
 - G. Regular Board Meeting – October 14, 2013

2. **Financial Reports – October, 2013**
 - A. Warrant Report
 - B. Treasurer's Report

3. **District Staff Reports – October, 2013**
 - A. Attorney's Report
 - B. Superintendent's Report
 - C. Staff Activity Report
 - D. District Administrator's Monthly Report
 - E. District Administrator's Weekly Reports
 - Week of September 30-October 4, 2013
 - Week of October 7-11, 2013
 - Week of October 14-18, 2013
 - Week of October 21-25, 2013
 - Week of October 28-November 1, 2013
 - Week of November 4-8, 2013

4. **Permits Recommended for Approval**
 - A. Florida Power & Light – Utility Pole Replacement
"E" Road at Sixth Court North
(West side of "E" Road, 2nd pole south of Sixth Court North)

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
BOARD OF SUPERVISORS
MINUTES OF REGULAR BOARD MEETING
JULY 8, 2013 / 7:30 P.M.**

Call to Order at 7:30 p.m.

Roll Call: David DeMarois, Chairman
Robert Snowball, Vice Chairman
John Ryan, Secretary-Treasurer
Don Widing, Deputy Secretary-Treasurer

Absent: Frank Schiola, Board Member

Also Present: Stephen E. Yohe, P.E., District Administrator
Mary M. Viator, Esquire
Lynnette R. Ballard, Administrative Secretary

SUBJECT: AGENDA APPROVAL. Mr. DeMarois asked if there were any additions, deletions, or substitutions to the Regular Agenda.

Mr. DeMarois requested the addition of the Election of Officers to the Board of Supervisors.

There were no other additions, deletions, or substitutions to the Regular Agenda.

MOTION: Mr. Widing made a motion to approve and adopt the Regular Agenda, to include the addition of the agenda item as requested by Mr. DeMarois. Mr. Snowball seconded the motion.

There were no comments by the Board or the public on this item.

ACTION: **MOTION PASSED 4 TO 0.**

SUBJECT: ELECTION OF OFFICERS -- BOARD OF SUPERVISORS. Mr. DeMarois requested suggestions from the Board of Supervisors regarding the election of officers for the upcoming year.

Mr. Ryan recommended the officers of the Board of Supervisors remain in the same positions they currently serve. Mr. Widing concurred.

MOTION: Mr. Ryan made a motion that the Board of Supervisors retain its current officer positions for the upcoming year, as follows:

- David DeMarois – Chairman
- Robert Snowball – Vice Chairman
- John Ryan – Secretary-Treasurer
- Don Widing – Deputy Secretary-Treasurer
- Frank Schiola – Board Member

Mr. Widing seconded the motion.

There were no comments by the Board or the public on this item.

ACTION: **MOTION PASSED 4 TO 0.**

SUBJECT: PUBLIC COMMENTS. Mr. DeMarois requested comments from the public at this time.

Jim Rockett, 14155 43rd Road North, commented about the District's website.

There were no additional comments by the public at this time.

MOTION: No motion was necessary.

ACTION: **NO ACTION WAS TAKEN.**

SUBJECT: RESOLUTION 2013-01: ADOPTING THE DISTRICT BUDGET AND NON-AD VALOREM ASSESSMENT ROLL. Mr. Yohe stated the following:

- The proposed budget recommends providing an additional \$40,000.00 to be placed into Equipment Leases that could be utilized in the following priorities: (1) finish cleaning all canals and culverts, (2) acquire mower attachment to new long-reach backhoe or independent new mower, (3) replenish Designated Reserves.
- The proposed budget recommends a lease purchase of a rubber-tire backhoe with a 50' long front.
- The proposed budget indicates a \$13.95 tax assessment increase to accomplish what is proposed. Staff recommends a \$15.00/acre assessment increase for the initial TRIM Notice to the ISS.
- The proposed budget includes a 3.45% incentive bonus for employees but does not include any salary increases which will be added, or not, at the direction of the Board.

Mr. Yohe requested direction from the Board of Supervisors regarding the proposed budget for 2013-2014. A lengthy discussion ensued.

MOTION: Mr. Ryan made a motion to approve Resolution 2013-01, Adopting the District Budget and Non-Ad Valorem Assessment Roll, as well as the corresponding rate. Mr. Snowball seconded the motion.

There were no additional comments by the Board or the public on this item.

ACTION: **MOTION PASSED 4 TO 0.**

MOTION: Mr. Ryan made a motion to approve by Resolution the Amended Budget for the current fiscal year (2012-2013) as set forth in the budget proposal. Mr. Widing seconded the motion.

There were no additional comments by the Board or the public on this item.

ACTION: **MOTION PASSED 4 TO 0.**

SUBJECT: AGREEMENTS BETWEEN LOXAHATCHEE GROVES WATER CONTROL DISTRICT AND TOWN OF LOXAHATCHEE GROVES. Mr. Yohe stated the Town of Loxahatchee Groves awarded the District the following three (3) agreements:

- Agreement for the Road Grading and Supply of Base Rock for Town Roads Within the Town of Loxahatchee Groves
- Agreement for Emergency Call Out Services for Repair of Town Roads Within the Town of Loxahatchee Groves
- Agreement for the Repair of Town Roads Within the Town of Loxahatchee Groves

Mr. Yohe stated the District and Town attorneys and District and Town Staff are satisfied with the final form of the contract Agreements.

Mr. Yohe requested a motion for the Board of Supervisors to approve executing all three (3) subject Agreements.

MOTION: Mr. Widing made a motion that the Board of Supervisors approve and execute all three Agreements as follows:

- Agreement for the Road Grading and Supply of Base Rock for Town Roads Within the Town of Loxahatchee Groves
- Agreement for Emergency Call Out Services for Repair of Town Roads Within the Town of Loxahatchee Groves
- Agreement for the Repair of Town Roads Within the Town of Loxahatchee Groves. Mr. Snowball seconded the motion.

Mr. Snowball seconded the motion.

There were no comments by the Board or the public on this item.

ACTION: MOTION PASSED 4 TO 0.

SUBJECT: 2013 FORD EXPLORER. Mr. Yohe stated District Staff advertised the sale of the 2013 Ford Explorer in The Palm Beach Post from May 26, 2013 through June 15, 2013. District Staff received six (6) inquiries and two (2) formal bids. The high bid was \$28,500.00, which is \$500.00 less than the minimum bid requirement previously approved by the Board. Staff contacted the high bidder on July 1, 2013 and confirmed the high bidder was still committed to purchasing the vehicle.

Mr. Yohe requested a motion for the Board of Supervisors to authorize District Staff to sell the subject vehicle to the high bidder for \$28,500.00.

MOTION: Mr. Snowball made a motion to authorize District Staff to sell the 2013 Ford Explorer to the high bidder for \$28,500.00. Mr. Ryan seconded the motion.

There were no comments by the Board or the public on this item.

ACTION: MOTION PASSED 4 TO 0.

SUBJECT: IGC COMMITTEE MEETING SUMMARY – JUNE 28, 2013. Mr. Yohe provided the following summary of the June 28, 2013 IGC Committee Meeting Agenda:

- **Item 4a., “Roadway Discussion – Town/District Roads.”** It was agreed that there may be merits to conveying not only OGEM roads to the Town, but all District roads and that these merits should be evaluated.
- **Item 4b., “Roadway Condition: “B” Road.”** It was agreed that the District should enhance maintenance of the road. Since the District

has been anticipating Palm Beach State College to be built and to maintain that portion of the road, the District has not been addressing maintenance conditions of that road.

- **Item 4c., “Drainage Policy.”** It was agreed that the District and Town should work cooperatively to evaluate drainage issues and recommend solutions to the District Board of Supervisors and Town Council.
- **Item 5a., “Discussion of Traffic and Road Signs.”** It was agreed that the Town will be responsible for Town and District Road signs at the Town’s expense.

Mr. Yohe stated the next IGC Committee Meeting was scheduled for Friday, July 26, 2013 at 3:00 p.m.

Mr. Snowball stated he would like the Board to consider notifying landowners that they need to clean out their ditches. If they do not comply, the District would clean out their ditches and bill the landowner for the work.

There were no additional comments by the Board or the public on this item.

MOTION: No motion was necessary.
ACTION: **NO ACTION WAS TAKEN.**

SUBJECT: CONSENT AGENDA. There were no additions, deletions, or substitutions to the Consent Agenda.

1. Minutes – Forthcoming

- A. Special Board Meeting - December 22, 2012
- B. Regular Board Meeting - January 14, 2013
- C. Regular Board Meeting - February 11, 2013
- D. Regular Board Meeting - March 11, 2013
- E. Regular Board Meeting – April 8, 2013
- F. Regular Board Meeting – May 13, 2013

2. Financial Reports – June 2013

- A. Warrant Report
- B. Treasurer’s Report

3. District Staff Reports – June 2013

- A. Attorney's Report
- B. Superintendent's Report
- C. Staff Activity Report
- D. District Administrator's Monthly Report
- E. District Administrator's Weekly Reports
 - Week of June 10-14, 2013
 - Week of June 17-21, 2013
 - Week of June 24-28, 2013

4. Permits Recommended for Approval

- A. Florida Department of Transportation – State Road 80

MOTION: Mr. Snowball made a motion to approve and accept the Consent Agenda. Mr. Ryan seconded the motion.

There were no comments by the Board or the public on this item.

ACTION: **MOTION PASSED 4 TO 0.**

SUPERVISOR COMMENTS

Mr. Snowball thanked the public for attending this meeting; stated Mr. Yohe is doing an excellent job, and he appreciates the efforts of Mr. Yohe and Ms. Viator.

Mr. Ryan thanked Mr. Yohe for becoming so closely involved with the District's issues so quickly; stated Mr. Yohe's level of knowledge and interest are going to lead to improvements within the District and improved communication with the Board and the landowners.

Mr. Widing thanked Town Council Member Jim Rockett, Town Manager Mark Kutney, and the public for attending this meeting; stated Mr. Yohe is off to a phenomenal start; requested Mr. Yohe let the District employees know that the Board Members discussed their concerns about the employees and that the Board appreciates their hard work; stated he feels more encouraged with regard to the coming fiscal year than he did in the previous year.

Mr. DeMarois stated the District has had a challenging year; the Board has done an excellent job in selecting a new District Administrator; thanked Supervisor John Ryan for his hard work in accomplishing several things for

the District in the past year; stated he always has the District employees' best interest in mind; and thanked the public for attending this meeting.

The Chair adjourned the meeting at 8:30 p.m.

David DeMarois, Chair

Robert Snowball, Vice Chairman

John Ryan, Secretary-Treasurer

Donald P. Widing, Deputy Sec-Treasurer

Frank Schiola, Board Member

[THIS PAGE INTENTIONALLY LEFT BLANK]

Draft

LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WARRANT REPORT
OCTOBER 2013

	VENDOR	WARRANT	CHECK	AMOUNT	EXPENDITURE	ACCOUNT
03 - Oct	A T & T MOBILITY	110335	19122	19.61	COMMUNICATIONS	SUNTRUST
	C & C LOADER SERVICE, INC.	110336	19123	11,337.50	CANAL MAINTENANCE SERVICES	SUNTRUST
	CALDWELL PACETTI EDWARDS SCHOECH & VIATOR LLP	110337	19124	4,945.00	PROFESSIONAL SERVICES	SUNTRUST
	CARMEN P. GERAINÉ	110338	19125	42.55	TRAVEL & PERM DIEM	SUNTRUST
	CRYSTAL SPRINGS	110339	19126	135.96	UTILITY SERVICES	SUNTRUST
	ERDMAN ANTHONY	110340	19127	20,140.00	CANAL MAINTENANCE SERVICES	SUNTRUST
	EVERGLADES FARM EQUIPMENT CO., INC.	110341	19128	285.54	REPAIR & MAINTENANCE SERVICES	SUNTRUST
	HIGHLAND PEST CONTROL, INC.	110342	19129	25.00	OTHER CONTRACTUAL SERVICES	SUNTRUST
	MIKE WALKER	110343	19130	129.05	PERSONAL SERVICES	SUNTRUST
	OFFICE DEPOT	110344	19131	340.44	OFFICE SUPPLIES	SUNTRUST
	PETTY CASH	110345	19132	134.04	OTHER CURRENT CHARGES & OBLIGATIONS	SUNTRUST
	PREFERRED GOVERNMENTAL INSURANCE TRUST	110346	19133	3,886.00	PERSONAL SERVICES	SUNTRUST
	TOWN CRIER NEWSPAPER, INC.	110347	19134	126.00	PROMOTIONAL SERVICES	SUNTRUST
07 - Oct	FLORIDA DIVISION OF RETIREMENT	110348	-----	2,895.35	PERSONAL SERVICES	SUNTRUST
	FLORIDA DIVISION OF RETIREMENT	110349	-----	906.01	PERSONAL SERVICES	SUNTRUST
10 - Oct	C & C LOADER SERVICE, INC.	110350	19135	9,695.00	CANAL MAINTENANCE SERVICES	SUNTRUST
	CINTAS CORPORATION #283	110351	19136	119.16	UNIFORMS	SUNTRUST
	COVERALL NORTH AMERICA, INC.	110352	19137	130.00	OTHER CONTRACTUAL SERVICES	SUNTRUST
	COX MEDIA GROUP	110353	19138	196.08	PROMOTIONAL SERVICES	SUNTRUST
	FEDEX	110354	19139	30.22	POSTAGE	SUNTRUST
	LAKE WELDING SUPPLIES, INC.	110355	19140	22.00	OTHER OPERATING SUPPLIES	SUNTRUST
	OFFICE DEPOT	110356	19141	327.16	OFFICE SUPPLIES	SUNTRUST
	ORIGINAL EQUIPMENT COMPANY	110357	19142	115.14	OTHER OPERATING SUPPLIES	SUNTRUST
	PALM BEACH AGGREGATES, LLC	110358	19143	4,662.64	ROAD MATERIALS & SUPPLIES	SUNTRUST
	PALMDALE OIL COMPANY, INC.	110359	19144	3,735.85	FUEL & GAS	SUNTRUST
	THE PALM BEACH POST	110360	19145	311.48	BOOKS, PUBLICATIONS & MEMBERSHIPS	SUNTRUST
	TIRESOLES OF BROWARD DBA MIAMI TIRESOLES / ELPEX	110361	19146	666.00	REPAIR & MAINTENANCE SERVICES	SUNTRUST
	TREE HUGGERS LANDSCAPING & NURSERY LLC	110362	19147	1,950.66	CANAL MAINTENANCE SERVICES	SUNTRUST
	115 - WASTE PRO - PALM BEACH	110363	19148	114.74	UTILITY SERVICES	SUNTRUST
17 - Oct	A T & T	110364	19149	60.84	COMMUNICATIONS	SUNTRUST
	A T & T	110365	19150	416.57	COMMUNICATIONS	SUNTRUST
	C & C LOADER SERVICE, INC.	110366	19151	17,857.50	CANAL MAINTENANCE SERVICES	SUNTRUST
	COX MEDIA GROUP	110367	19152	158.24	PROMOTIONAL SERVICES	SUNTRUST
	FLORIDA POWER & LIGHT COMPANY	110368	19153	10.43	UTILITY SERVICES	SUNTRUST
	HOME DEPOT CREDIT SERVICES	110369	19154	1,101.28	ROAD MAINTENANCE SERVICES	SUNTRUST
	KONICA MINOLTA BUSINESS SOLUTIONS USA, INC.	110370	19155	59.25	REPAIR & MAINTENANCE SERVICES	SUNTRUST
	LYNNETTE R. BALLARD	110371	19156	38.86	PERSONAL SERVICES	SUNTRUST
	MIKE WALKER	110372	19157	98.39	PERSONAL SERVICES	SUNTRUST
	LYNNETTE R. BALLARD	110373	19158	18.25	TRAVEL & PER DIEM	SUNTRUST
24 - Oct	ASSURANT EMPLOYEE BENEFITS	110374	*19163	181.65	PERSONAL SERVICES	SUNTRUST
	CALDWELL PACETTI EDWARDS SCHOECH & VIATOR LLP	110375	**19165	4,322.02	PROFESSIONAL SERVICES	SUNTRUST
	CENTRAL PALM BEACH COUNTY CHAMBER OF COMMERCE	110376	19166	400.00	BOOKS, PUBLICATIONS & MEMBERSHIPS	SUNTRUST
	COMPUTERS 4 RENT	110377	19167	100.00	OTHER OPERATING SUPPLIES	SUNTRUST

LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WARRANT REPORT
OCTOBER 2013

	VENDOR	WARRANT	CHECK	AMOUNT	EXPENDITURE	ACCOUNT
24 - Oct	DEPARTMENT OF ECONOMIC OPPORTUNITY	110378	19168	175.00	BOOKS, PUBLICATIONS & MEMBERSHIPS	SUNTRUST
	FLORIDA BLUE	110379	19169	6,041.86	PERSONAL SERVICES	SUNTRUST
	FLORIDA POWER & LIGHT COMPANY	110380	19170	277.32	UTILITY SERVICES	SUNTRUST
	MAKO HOSE & RUBBER CO., INC.	110381	19171	97.43	REPAIR & MAINTENANCE SERVICES	SUNTRUST
	OFFICE DEPOT	110382	19172	49.37	OFFICE SUPPLIES	SUNTRUST
	PALM BEACH COUNTY LEAGUE OF CITIES, INC.	110383	19173	600.00	BOOKS, PUBLICATIONS & MEMBERSHIPS	SUNTRUST
	PREFERRED GOVERNMENTAL INSURANCE TRUST	110384	19174	1,228.67	PERSONAL SERVICES	SUNTRUST
	PUBLIC RISK INSURANCE AGENCY	110385	19175	48,958.00	PERSONAL SERVICES	SUNTRUST
	TOWN OF LANTANA	110386	19176	900.00	BOOKS, PUBLICATIONS & MEMBERSHIPS	SUNTRUST
	WESTERN COMMUNITIES CIUNCIL, INC.	110387	19177	100.00	BOOKS, PUBLICATIONS & MEMBERSHIPS	SUNTRUST
	YEE'S CORPORATION	110388	19178	50.00	UTILITY SERVICES	SUNTRUST
	CALDWELL PACETTI EDWARDS SCHOECH & VIATOR LLP	110389	19179	456.00	PROFESSIONAL SERVICES	SUNTRUST
31 - Oct	AT & T MOBILITY	110390	19180	19.64	COMMUNICATIONS	SUNTRUST
	C & C LOADER SERVICE, INC.	110391	19181	10,073.18	CANAL MAINTENANCE SERVICES	SUNTRUST
	CRYSTAL SPRINGS	110392	19182	79.03	UTILITY SERVICES	SUNTRUST
	KELLY TRACTOR CO.	110393	19183	1,567.94	REPAIR & MAINTENANCE SERVICES	SUNTRUST
	LYNNETTE R. BALLARD	110394	19184	5.97	PERSONAL SERVICES	SUNTRUST
	MIKE WALKER	110395	19185	137.97	PERSONAL SERVICES	SUNTRUST
	THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	110396	19186	735.12	PERSONAL SERVICES	SUNTRUST
	WBI CONTRACTING OF PALM BEACH, INC.	110397	19187	3,625.00	CANAL MAINTENANCE SERVICES	SUNTRUST
	WIREMAN ELECTRIC	110398	19188	2,976.82	CANAL MAINTENANCE SERVICES	SUNTRUST
	OFFICE DEPOT	110399	19189	19.98	OFFICE SUPPLIES	SUNTRUST
	WBI CONTRACTING OF PALM BEACH, INC.	110400	19190	4,800.00	CANAL MAINTENANCE SERVICES	SUNTRUST
	WBI CONTRACTING OF PALM BEACH, INC.	110401	19191	3,840.00	ROAD MAINTENANCE SERVICES	SUNTRUST
	C & C LOADER SERVICE, INC.	110402	19192	11,719.50	CANAL MAINTENANCE SERVICES	SUNTRUST

				190,781.26
	SUBTOTAL SUNTRUST			<u>0.00</u>
	SUBTOTAL BANKUNITED			
	TOTAL			<u><u>\$190,781.26</u></u>

*NOTE: CHECK NUMBER USED FOR PAYROLL 19159 THUR 19162
**NOTE: VOID CHECK NUMBER 19164

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
TREASURER'S REPORT - OCTOBER 2013**

SUNTRUST BANK - CHECKING

BEGINNING BALANCE	10/01/13				\$	113,697.96
REGULAR DEPOSITS	10/17/13	:	1,744.20			1,744.20
INTEREST (RATE = .07%)						5.91
TRANSFERS FROM SUNTRUST BANK (MM)	10/09/13	:	31,031.00	10/17/13	:	28,863.00
	10/30/13	:	47,800.00	10/24/13	:	70,545.00
						178,239.00
ADJUSTMENTS			Bank Charges			(112.41)
EXPENDITURES			Warrants Issued			(190,781.26)
			Net Salaries			(31,231.40)
			Electronic Transfer / Payroll Taxes - 941			(8,491.86)
BALANCE IN SUNTRUST BANK CHECKING	10/31/13				\$	<u>63,070.14</u>

SUNTRUST BANK (MM)

BEGINNING BALANCE	10/01/13				\$	442,014.01
REGULAR DEPOSITS						0.00
INTEREST (RATE = .07%)						22.81
TRANSFER TO OPERATING						(178,239.00)
SERVICE CHARGE						(25.60)
BALANCE IN SUNTRUST BANK MM	10/31/13				\$	<u>263,772.22</u>

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
TREASURER'S REPORT - OCTOBER 2013**

STATE BOARD OF ADMINISTRATION (SBA)

BEGINNING BALANCE LGIP-A	10/01/13		\$ 970.55
TRANSFERS FROM LGIP-B	10/04/13	: 10.28	10.28
INTEREST (RATE = .18%)			0.16
ADMINISTRATIVE CHARGE			<u>0.00</u>
BALANCE IN LGIP-A			980.99
BEGINNING BALANCE LGIP-B BALANCE (FROZEN)			533.87
TRANSFERS TO LGIP-A			(10.28)
BALANCE IN LGIP-B			<u>523.59</u>
TOTAL SBA BALANCE	10/31/13		<u><u>\$ 1,504.58</u></u>

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
TREASURER'S REPORT - OCTOBER 2013**

BANKUNITED COMMUNITY IC CHECKING

BEGINNING BALANCE	10/01/13	\$ 47,500.35
REGULAR DEPOSITS	10//2013 :	0.00
TRANSFER FROM BANKUNITED PROJECT FUND	10//2013 :	0.00
EXPENDITURES	Warrants Issued	0.00
BALANCE IN BANKUNITED COMMUNITY IC CHECKING	10/31/13	<u>\$ 47,500.35</u>

BANKUNITED BANK PROJECT FUND

BEGINNING BALANCE	10/01/13	\$ 352,853.01
REGULAR DEPOSITS	10//2013 :	0.00
INTEREST (RATE = .35%)		104.59
TRANSFER TO BANKUNITED BANK NOTE PAYMENT FUND		0.00
TRANSFER TO OPERATING		0.00
SERVICE CHARGE		0.00
BALANCE IN BANKUNITED PROJECT FUND	10/31/13	<u>\$ 352,957.60</u>

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
TREASURER'S REPORT - OCTOBER 2013**

BANKUNITED BANK NOTE PAYMENT FUND

BEGINNING BALANCE	10/01/13	\$ 38,106.24
REGULAR DEPOSITS	10//2013	0.00
INTEREST (RATE = .35%)		11.30
LOAN PAYMENT		0.00
BALANCE IN BANKUNITED NOTE PAYMENT FUND	10/31/13	\$ <u>38,117.54</u>
TOTAL ALL FUNDS THROUGH	10/31/13	\$ <u><u>766,922.43</u></u>

CALDWELL PACETTI
EDWARDS SCHOECH & VIATOR LLP

ATTORNEYS AT LAW

MANLEY P. CALDWELL, JR.
KENNETH W. EDWARDS
CHARLES F. SCHOECH
MARY M. VIATOR
RUTH P. CLEMENTS
WILLIAM P. DONEY
FRANK S. PALEN
JOHN A. WEIG

OF COUNSEL
BETSY S. BURDEN

ONE CLEARLAKE CENTRE
250 SOUTH AUSTRALIAN AVENUE
SUITE 600
WEST PALM BEACH, FLORIDA 33401

PARALEGALS
MARY T. ADDONA
EMILIE PEARSON, CP

www.caldwellpacetti.com

TELEPHONE: (561) 655-0620
TELECOPIER: (561) 655-3775

LEGAL STATUS REPORT

DATE: October 31, 2013
TO: Board of Supervisors - Loxahatchee Groves Water Control District
FROM: Mary M. Viator, Esq.
RE: Legal Status Report for November 18, 2013 Board of Supervisors Meeting

The following is a summary of the matters which have been handled by this office during the past month(s):

1. Coordinated with District regarding general administrative issues.
2. In the process of working with the District Administrator to address Drainage Policy relating to Landowner Improvements.
3. Update on Transfer of District Roads from the District to the Town:
 - a. District's OGEM Letter Roads listed in the District's Special Act: The District Board and the Town Council both approved the transfer of the District's interests in the District's OGEM Letter roads listed in the District's Special Act at Chapter 2011-257, Laws of Florida, from the District to the Town. Attorneys for the District coordinated with District Staff and Attorneys for the Town. Attorneys for the District prepared a Quit Claim Deed for the transfer of the roads, and the form of the deed was agreed to by Attorneys for both the District and the Town. Attorneys for the District also coordinated with the District's Bond Counsel and obtained written consent from the District's Lender to the transfer of the subject roads. The Town Council adopted Town Resolution No. 2013-09 on August 6, 2013 which accepted the Quit Claim Deed, upon approval and delivery from the District, and which also accepted the responsibility for the construction, operation, maintenance, and repair of the subject roads. The District Board approved the Quit Claim Deed at its

Board Meeting on September 11, 2013. The District executed the Quit Claim Deed on September 19, 2013. The original executed Quit Claim Deed was delivered to the Town offices on September 20, 2013 for recording by the Town. The Quit Claim Deed was recorded on September 25, 2013. On October 15 2013, Attorneys for the District sent to the Attorneys for the Town, per their request, copies of Minutes certified by the District reflecting the District's authorization of the conveyance of the OGEM Letter Roads from the District to the Town.

- b. Marcella Boulevard and Compton Road: The District Board and the Town Council both approved the transfer of the District's interests under the previously recorded Public Right of Way Easements for Marcella Boulevard and for Compton Road from the District to the Town. Attorneys for the District coordinated with District Staff and Attorneys for the Town. Attorneys for the District prepared two (2) Quit Claim Deeds for the transfer of the subject roads to the Town, and the form of the deeds was agreed to by the Attorneys for both the District and the Town. The Town Council adopted Town Resolution No. 2013-03 on June 4, 2013 which accepted the Quit Claim Deeds, upon approval and delivery from the District, and which also accepted the responsibility for the construction, operation, maintenance, and repair of the referenced roads. The District Board approved the Quit Claim Deeds, and executed both Quit Claim Deeds on June 24, 2013. The Town was not able to record the Quit Claim Deeds because the Clerk of Court requested metes and bounds legal descriptions. The District Engineer prepared metes and bounds legal descriptions for Marcella Boulevard and Compton Road, and Attorneys for the District coordinated with the District Engineer and District Staff to finalize the legal descriptions. The District re-executed the Quit Claim Deeds with the new metes and bounds legal descriptions on September 19, 2013. Both original executed Quit Claim Deeds were delivered to the Town Offices on September 20, 2013 for recording by the Town. The Quit Claim Deeds were recorded on September 27, 2013. On October 15 2013, Attorneys for the District sent to the Attorneys for the Town, per their request, copies of Minutes certified by the District reflecting the District's authorization of the conveyance of these Roads from the District to the Town.
- c. Southern States Land and Timber Company. The District Board authorized District Counsel and Staff to contact Southern States Land and Timber to request that Southern States execute a Quit Claim Deed to the District for Southern States' interests in the roads listed in the Right of Way Deed from Southern States to the District dated June 3, 1918. District Staff contacted Southern States and sent them a proposed Quit Claim Deed. Southern States responded to the District by stating that they would only execute the Quit Claim Deed for the payment of the sum of \$200,000.00. The District declined such offer from Southern States, but invited representatives from Southern States to visit the District to gain a better understanding of the issues involved

in the proposed conveyance. Southern States responded to the District and subsequently visited the District, and met with District Representatives. Southern States recently responded to the District on October 17, 2013 stating that they conferred with their counsel but their position is unchanged.

- d. North Road and "F" Road: Attorneys for the District have coordinated with Attorneys for the Town and District Staff regarding transferring the District's interests in certain OGEM portions of North Road and "F" Road from the District to the Town. The Town Council approved a motion at their August 6, 2013 Board Meeting to authorize the transfer of the OGEM portions of North Road and "F" Road from the District to the Town. District and Town Staff met at the August Intergovernmental Coordination Committee Meeting and discussed alternative options to transfer the District's interests in such roads to the Town.
4. Local Bill: Attorneys for the District prepared a draft Local Bill providing for the presumed dedication of road right-of-way easements to the public over roads constructed by and being maintained by the District. Attorneys for the District have coordinated with District Staff and Attorneys for the Town regarding this issue.
5. Laudadio Litigation: Mr. and Mrs. Laudadio own property on 145th Avenue North. The District has been named as Defendant in this lawsuit along with the owners of property along 145th Avenue North, 43rd Road North and "40th Street North." (The area referred to by Plaintiff as "40th Street North" is misrepresented as the existing unpaved road. The District is unaware of an easement for this road segment. It is entirely situated within the District's North Road Canal right-of-way). The lawsuit asks the Court to establish an access easement across property owned by the Defendants in favor of Mr. and Mrs. Laudadio. No money damages are requested. The Attorney for Mr. and Mrs. Laudadio agreed the District did not need to file a responsive pleading in the lawsuit while efforts were being made to amicably resolve the access issue.

Mr. and Mrs. Swank (adjoining owners) have also made a title insurance claim, which is beneficial in that two title companies can now share the expense of establishing legal access.

The intent was to install a culvert crossing and extend 145th Avenue North directly to the south to connect with North Road. This would obviate the need to relocate the FP&L power poles/lines and the cost to remove vegetation and construct a road within the existing easements across the Canas and Fortuna properties.

Our Office has the following update:

- The District issued its permit for the culvert crossing on June 10, 2013.
- The work was completed and ultimately accepted by the District on September 11, 2013.
- The Plaintiffs filed a Notice of Voluntary Dismissal of the lawsuit on September 16, 2013.
- **Case closed. There will be no further updates regarding this matter.**

6. Equipment/Master Lease Purchase Agreement
7. 2013 Amendment to ILA with TOLG for Maintenance of District Roads
8. PBCWUD Funds to Construct Equestrian Trails

**SUPERINTENDENT'S MAINTENANCE REPORT
OCTOBER, 2013**

GRADING - DISTRICT RIGHT-OF-WAY

A ROAD	8	TIMES	G SQUARE	11	TIMES
B ROAD	15	TIMES	COLLECTING CANAL ROAD	11	TIMES
C ROAD	2	TIMES	NORTH ROAD	11	TIMES
D ROAD	11	TIMES	FOLSOM ROAD	10	TIMES
E ROAD	13	TIMES	SIXTH COURT NORTH	4	TIMES

WATERING - DISTRICT RIGHT-OF-WAY

A ROAD	17	TIMES	G SQUARE	1	TIME
B ROAD	17	TIMES	COLLECTING CANAL ROAD	18	TIMES
C ROAD	0	TIMES	NORTH ROAD	7	TIMES
D ROAD	18	TIMES	FOLSOM ROAD	1	TIME
E ROAD	16	TIMES	SIXTH COURT NORTH	4	TIMES

GRADING - TOWN ROADS SEE ATTACHED

SURFACE WATER PUMPED GALLONS USED: 52.68 MG

AQUATIC VEGETATION CONTROL (CANALS)

10-14-13	"A" CANAL:	FROM 161 ST TERRACE NORTH TO NORTH ROAD
10-15-13	NORTH CANAL:	FROM "A" ROAD TO "D" ROAD
10-25-13	COLLECTING CANAL:	FROM "B" ROAD TO "F" ROAD

CANAL BANK MOWING

- A ROAD (ROAD SIDE)
- C ROAD (ROAD SIDE)
- FOLSOM ROAD (CANAL SIDE)
- NORTH ROAD (CANAL SIDE)

ROAD ROCK (HAULED) 1,005.11 TONS

ROCK ADDED TO TOWN ROADS 5 LOADS / CASEY ROAD


MIKE WALKER,
SUPERINTENDENT

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
SUPERINTENDENT'S REPORT
TOWN ROAD GRADING
OCTOBER, 2013**

APRIL DRIVE (1)
BIDDIX ROAD (1)
BRYAN ROAD (___)
BUNNY LANE (1)
CITRUS DRIVE EAST (1)
CITRUS DRIVE WEST (1)
EDITH ROAD (1)
FARLEY ROAD (1)
FERRIS LANE (1)
FLAMINGO DRIVE (2)
FOREST LANE (1)
FORTNER DRIVE (1)
FOX TRAIL (___)
GLOBAL TRAIL (1)
GREAT DANE LANE (___)
GRUBER LANE (1)
HYDE PARK ROAD (1)
IAN TRAIL (1)
JEWEL LANE (___)
KAZEE ROAD (1)
KERRY LANE (1)
LOS ANGELES DRIVE (1)
LOXAHATCHEE DRIVE (1)
MARCH CIRCLE (1)
MORROW COURT (___)
ORANGE AVENUE (___)
PADDLEFOOT ROAD (___)
PARADISE TRAIL (1)
PERKINS DRIVE (___)
PINEAPPLE DRIVE (1)
QUAIL ROAD (___)
RACKLEY ROAD (1)
RAYMOND DRIVE (1)
ROBERTS WAY (1)
SALLY'S ALLEY (___)
SAN DIEGO DRIVE (1)
SCOTTS PLACE (1)
SHAMROCK DRIVE (___)
SIXTH COURT NORTH (___)
SNAIL TRAIL (1)
TANGERINE DRIVE (1)
TEMPLE DRIVE (1)
TIMBERLANE PLACE (1)
THOMAS COURT-C ROAD (___)
TRIPP ROAD (1)

VALENCIA DRIVE (1)
WEST "B" ROAD (___)
WEST "C" ROAD (1)
WEST "D" ROAD (1)
WILLIAMS DRIVE (1)
WILSON-CASEY ROAD (1)
10TH PLACE NORTH (___)
11TH LANE NORTH (___)
11TH TERRACE (1)
12TH PLACE NORTH-F ROAD (1)
14TH PLACE NORTH-F ROAD (1)
17TH ROAD NORTH (___)
21ST ROAD NORTH (___)
22ND COURT NORTH-F ROAD (___)
22ND ROAD NORTH-C ROAD (1)
22ND ROAD NORTH-E ROAD (1)
22ND ROAD NORTH-F ROAD (1)
23RD COURT NORTH (1)
24TH CIRCLE NORTH-C ROAD (1)
24TH COURT NORTH-C ROAD (1)
24TH COURT NORTH-E ROAD (1)
24TH COURT NORTH-WEST F ROAD (1)
24TH COURT NORTH-EAST F ROAD (1)
25TH PLACE NORTH-C ROAD (1)
25TH PLACE NORTH-D ROAD (___)
27TH LANE NORTH (___)
30TH COURT NORTH-C ROAD (___)
30TH COURT NORTH-D ROAD (___)
34TH PLACE NORTH (___)
35TH PLACE NORTH (___)
40TH STREET NORTH (___)
41ST ROAD NORTH (___)
42ND ROAD NORTH (1)
42ND STREET NORTH (___)
43RD ROAD NORTH-GLOBAL (___)
43RD ROAD NORTH-140TH (1)
44TH STREET NORTH (1)
131ST TERRACE NORTH (1)
145TH STREET NORTH (1)
147TH AVENUE NORTH (1)
148TH TERRACE NORTH (___)
160TH STREET NORTH (1)
161ST TERRACE NORTH (4)
140TH STREET NORTH (___)

**LGWCD STAFF ACTIVITY REPORT
NOVEMBER 1, 2013**

<u>ACTIVITY I.D.</u>	<u>ACTIVITY</u>	<u>STATUS</u>	<u>MILESTONE DATE</u>
4/13.3	Obtain legal opinion regarding Drainage Policy	Forwarded draft policy to Mary Viator. Received positive feedback from IGC Committee Meeting.	Obtained preliminary legal opinion 5/7/13. More discussion to occur throughout fiscal 4 th quarter, 2013.
4/13.4	FEMA Reimbursement	Received acknowledgment from FEMA on 4/19/13 of reimbursement of \$56,906.61 (Phase I). Received \$49,793 of Phase I. Received notice from FEMA on 4/19/13 of Zero Dollar eligibility for \$75,375.00 (Phase II). Filed appeal.	Submitted appeal 5/7/13. Awaiting response to appeal of Phase II and receipt of balance of Phase I.
4/13.5	Palm Beach County School District Maintenance Agreement	Awaiting revised draft agreement from P.B.C. School District Staff. Received check for payment dated 10-29-13 from P.B.C.S.D. per 1995 Agreement amount of \$80.00 per acre for 2012-2013 and 2013-2014	Contacted P.B.C. School District. Upon receipt of check from P.B.C.S.D., send letter requesting 1995 Agreement be modified.
4/13.6	Southern States Land & Timber LLC (SSL&T)	Mailed 4/19/13 cover letter, quit-claim form, and attachments requesting SSL&T to quit claim all interest to rights-of-way to LGWCD. Spoke with Harry Smith, Vice President of SSL&T on 5/3/13. SSL&T Board Meeting for 5/4/13 to discuss. Spoke again to Mr. Smith on 5/10/13. Received 5/14/13 Response from SSL&T. District responded 5/31/13. Provided tour of District to Mr. Smith on 08/27/13.	Received response from SSL&T via Mr. Smith reiterating his offer to Quit Claim any rights SSL&T has in exchange for \$200,000.

<u>ACTIVITY I.D.</u>	<u>ACTIVITY</u>	<u>STATUS</u>	<u>MILESTONE DATE</u>
4/13.8	Proposed Unit of Development No. 2	Reviewing file and steps necessary to replace temporary twin 36" culverts installed as an emergency repair in 2012.	Establish action plan by end of 2013.
4/13.9	Animal Waste / Water Quality Policy	Working with Town of Wellington and Town of Loxahatchee Groves to establish safeguards. IGC Committee discussed on 5/24/13.	Town/District Joint Workshop after Town and District evaluate water quality.
4/13.12	LGWCD Website	Need to research Town's website to "piggy back." Contacted e-City Services, LLC on 10/24/13 and spoke with Randy Perry, Principal. Received proposal 10-31-13.	Evaluate by end of 2013. Awaiting proposal from e-City Services, LLC.
4/13.13	"E" Road Drainage	Working with landowners to improve drainage. Received e-mail from landowner Dan Haunert dated 9/27/13 threatening to hire an attorney if District discontinues drainage to Haunert's culvert. District Staff added rock to "E" Road area, discontinued drainage to Haunert's culvert, and moved low points to north and south of that area.	COMPLETE
4/13.14	24 th Circle North – Road / Drainage	Need to install culvert outfall under "C" Road.	Determine action plan by end of 2013.
4/13.21	Establish tickler file	Will create with Lynnette.	Complete by end of 2013.
4/13.22	Enhance Board Meeting Room	Acquire table, move podium, check volume of microphones.	Complete by end of 2013.

<u>ACTIVITY I.D.</u>	<u>ACTIVITY</u>	<u>STATUS</u>	<u>MILESTONE DATE</u>
4/13.24	LGWCD Board Room and offices fire alarm / sprinkler cost estimate	Received proposal for fire alarm system. Seeking second proposal.	Obtain second proposal by end of 2013
5/13.4	District Quarterly Newsletter	Discussed at 5/13/13 Board Meeting. Joint newsletter with Town was discussed at 5/24/13 IGC Committee Meeting. No joint newsletter recommended. Staff to provide recommendation to District Board after positive occurrences transpire to issue newsletter.	TBD
5/13.5	FEMA Flood Maps	Presentation by Ken Todd, P.E., Palm Beach County Water Resources Manager, at 5/30/13 Western Communities Council meeting. Cautioned Council that revised draft FEMA maps have been reviewed and will have a serious impact homeowners' insurance policies. Continuing to monitor.	TBD
5/13.6	Replace equipment lights with LCD lights	To be scheduled	Complete by end of 2013.
7/13.2	"A" Road Canal Cleanout, south of Okeechobee Boulevard	Seeding completed 10/24/13.	COMPLETE
7/13.3	"A" Road Canal Cleanout, north of Okeechobee Boulevard		TBD

<u>ACTIVITY I.D.</u>	<u>ACTIVITY</u>	<u>STATUS</u>	<u>MILESTONE DATE</u>
7/13.4	Clean out culvert at "B" Road Canal and Okeechobee Boulevard	The subject culvert requires dewatering, cleaning culvert, and removing flashboard riser.	TBD
7/13.5	Clean out culvert at "C" Road Canal and Okeechobee Boulevard	The subject culvert requires dewatering, cleaning culvert, and removing flashboard riser.	TBD
7/13.6	Clean out culvert at "D" Road Canal and Okeechobee Boulevard	The subject culvert requires dewatering, cleaning culvert, and removing flashboard riser.	TBD
7/13.7	Clean out culvert at "E" Road Canal and Okeechobee Boulevard	The subject culvert requires dewatering, cleaning culvert, and removing flashboard riser.	TBD
7/13.8	Clean out culvert at "F" Road Canal and Okeechobee Boulevard	The subject culvert requires dewatering, cleaning culvert, and removing flashboard riser.	TBD
7/13.9	Clean out culvert at Folsom Road and Okeechobee Boulevard	The subject culvert requires dewatering, cleaning culvert, and removing flashboard riser. Inspected 8/7/13.	TBD
8/13.3	Grade Town roads	Received Town's Notice to Proceed on 7/31/13.	Submit bill monthly

<u>ACTIVITY I.D.</u>	<u>ACTIVITY</u>	<u>STATUS</u>	<u>MILESTONE DATE</u>
10/13.1	Enabling legislation	Recommendation for approval to enter into contract with lobbyist at 10/14/13 Regular Board of Supervisors Meeting.	Board of Supervisors approved based upon Reimbursement by Town. Awaiting Town response to request for reimbursement.
10/13.2	"E" Road North and south North Road Canal excavation per USDA Reimbursement (west and South side of P.B.C. ERM Preserve).	Awaiting receipt of backhoe/excavator ordered from Nortrax. Working with P.B.C. ERM to coordinate excavation. Need to obtain extension from USDA from 1/18/14 to 3/18/14.	Begin excavation January, 2014.
10/13.3	Replace culvert at "F" Road and Collecting Canal Road per USDA Reimbursement.	Erdman Anthony is preparing design and permit for new culvert.	Complete by end of year.

DISTRICT ADMINISTRATOR'S REPORT
NOVEMBER 18, 2013

To the Board of Supervisors:

The activities undertaken by the District Staff since October 8, 2013:

- 10-08-13: Provided update to LGWCD Board of Supervisors and Town Manager regarding schedule for completion of "F" Road improvements by Groves Medical Plaza.
- 10-08-13: Provided two-week update Progress Report to USDA.
- 10-09-13: Directed Jim Noth (Erdman Anthony of Florida, Inc.) to update USDA schedule, schedule cross-section survey work for "A" Road Canal for week of 10-14-13, complete USDA permitting for "E" Road Canal and south North Canal around Palm Beach County ERM Preserve, the "F" Road Canal and Collecting Canal culvert replacement and advance permitting cleanout of Okeechobee Boulevard culverts.
- 10-10-13: Researched \$2.6 Million Bond issuance pertaining to funds still available for repairs and improvements.
- 10-10-13: Researched Interlocal Agreement between Palm Beach County and LGWCD regarding \$40,000.00 provided by Palm Beach County to LGWCD for equestrian purposes.
- 10-10-13: Spoke with Town Clerk Susan Eichhorn regarding proposed 2013 Amendment to Interlocal Agreement for the Funding of Construction, Reconstruction, and Maintenance of Public Roads Located Within the Town of Loxahatchee Groves.
- 10-11-13: Sent Palm Beach County 2005 ERM draft agreement for Palm Beach County ERM to have access to District right-of-way around the Preserve adjacent to "E" Road and south North Road.
- 10-14-13: Conducted tour of District canals with Tree Huggers to grade their performance and provide them written documentation of their performance.

- 10-17-13: Met with contractor Jorge Perez to review details for North “A” Road culvert and catch-basin construction.
- 10-17-13: Spoke with Nina Corning, 2834 “E” Road, regarding October 14, 2013 District Board of Supervisors approval of conveying \$40,000.00 to Town of Loxahatchee Groves.
- 10-18-13: Spoke with Jim Noth regarding USDA bi-weekly report, final as-built cross-sections for “A” Road Canal, and progress report for the other two USDA funded projects.
- 10-22-13: Spoke with Jim Noth regarding meeting conducted on 10-22-13 at “A” Road with Deni Hazell, USDA NRCS Area Engineer, regarding inspection of work completed and reimbursed by USDA.
- 10-22-13: Spoke with Walter Maxwell, Senior Accountant for Rampell & Rampell, P.A., regarding 2013-2014 Budget reconciliation.
- 10-22-13: Attended Town Workshop meeting.
- 10-23-13: Sent Law Review regarding Liability within Easements opinion to Town Attorney D.J. Doody.
- 10-24-13: Contacted Randy Perry, Principal of e-City Services, LLC, regarding design fees, development, and onsite training to enhance District’s website.
- 10-24-13: Spoke with Town Councilman Ron Jarriel regarding IGC agenda items proposed for 11-20-13 IGC Committee Meeting, i.e., additional culvert/catch-basin improvements necessary on OGEM roads, Southern States Land & Timber Company e-mail, and proposed enabling legislation.
- 10-28-13: Participated in conference call with Jim Fleischmann, Joe Lelonek, Marty Perry, and Kirk Stetson regarding “B” Road construction.
- 10-30-13: Met with surveyors conducting cross-section of “A” Road Canal restoration.
- 10-31-13: Received final as-built sections from Erdman Anthony and confirmed South “A” Road Canal was restored to design section.

- 10-31-13: Reviewed USDA reimbursement submittal with Carmen, prepared cover letter to USDA, and hand delivered reimbursement request to USDA for South “A” Road Canal restoration.
- 11-01-13: Met with Jim Noth to discuss USDA NRCS programmed improvements, “B” Road design, enabling legislation, and draft C-51 Basin Rule Reevaluation.
- 11-01-13: Spoke with Jesse Wilson, State Conservation Engineer with USDA NRCS, regarding reimbursement application.. Per Mr. Wilson, reimbursement can be expected by week of 11-11-13.
- 11-04-13: Revised USDA NRCS Request for Reimbursement and hand delivered to USDA local office. Spoke with Deni Hazell, Area Engineer for USDA NRCS, regarding expediting reimbursement.
- 11-04-13: Met with Chairman David DeMarois regarding “F” Road OGEM, SSL&T e-mail, USDA reimbursement, and proposed enabling legislation.
- 11-05-13: Reviewed Blue Cross/Blue Shield insurance renewal proposal.
- 11-05-13: Spoke with Greg Young, co-owner of Fisher Contracting, regarding timing and requirement for return of performance security deposit. Reviewed “Agreement Between Loxahatchee Groves Water Control District and Groves Medical Plaza, LLC for Funding the Paving of a Portion of ‘F’ Road.”
- 11-06-13: Met with Jeff King, President of North Florida Emulsions, Inc., at “F” Road to observe installation of OGEM. Observed batch plant operation at Choquette’s property.
- 11-06-13: Spoke with Greg Dudek, Territory Manager for Nortrax, regarding delivery of long arm tractor/mower.
- 11-06-13: Participated in Safety Committee Meeting.
- 11-07-13: Field tour with Supervisor John Ryan, Town Councilman Ron Jarriel, and Town Manager Mark Kutney to North Florida Emulsions field plant operation at Jupiter Farms.

- 11-13-13: Executed contract with e-City Services for website design, development, and application hosting services.
- 11-14-13: Met with Mark Kutney, Town Engineer Randy Wertepny, and Jim Noth regarding FEMA FIRM status and draft C-51 Basin Rule Reevaluation.
- 11-14-13: Met with Jim Noth regarding USDA NRCS reimbursable work around Palm Beach County Preserve on North "E" Road and south North Road.
- 11-15-13: Received delivery of Tractor/Long Arm Mower from Nortrax.

**DISTRICT ADMINISTRATOR WEEKLY REPORT
OCTOBER 4, 2013**

Monday, 9/30/13

- Personal Day - Dentist, license tag for car.

Tuesday, 10/01/13

- Met with landowner Lee Wright, 727 "E" Road, regarding permit application, permit, and pipe installation for drainage of 6th Court North.
- Spoke with landowner Kathy Martin, 15348 North Road, regarding puddles along North Road OGEM between "B" Road and "C" Road.
- Spoke with Leslie Downs, First Vice President of SunTrust regarding Line of Credit.
- Worked with Carmen Geraine to finalize adjustments for 2012/2013 budget.

Wednesday, 10/02/13

- Reviewed 2013/2014 budget format with Carmen Geraine.
- Met with Supervisor Frank Schiola regarding Yohe performance appraisal.
- Met with Supervisor Frank Schiola regarding "A" Road North drainage resolution.
- Spoke with Jorge Perez regarding "A" Road North drainage improvements proposed at the Abel and Breen properties.
- Inspected North Road between "B" Road and "C" Road per landowner Kathy Martin, 15348 North Road, regarding need for fill adjacent to OGEM on south side of road.
- Left voice mail with landowner David Abel, 2585 "B" Road, regarding drainage culvert failure on "A" Road North.

Thursday, 10/03/13

- Met with PBC ERM at Preserve to review canal excavation options.
- Spoke with landowner David Abel, 2585 "B" Road, regarding particulars for him to pay for the pipe replacement.

Thursday, 10/03/13 (Continued)

- Half a Personal Day - dentist.
- Spoke with Supervisor John Ryan regarding Town/District Joint Meeting on 10/22/13 or 10/29/13 at 7:00 pm, Southern States Land & Timber reconsideration of Quit Claim deed, "A" Road North drainage improvements proposed at the Abel and Breen properties, SunTrust Line of Credit proposal, and proposed meeting with Town and PBSC regarding District assessment alternative payment.

Friday, 10/04/13

- Spoke with landowner Lee Wright, 727 "E" Road, regarding progress of improvement on 6th Court North.
- Spoke with landowner Linda Taylor, 3765 "E" Road, regarding specification of Base Rock 57 mix and Base Rock "1' Minus for her driveway so she knows what to order from the "Pit".
- Met with landowner Gloria Hinds, 12964 North Road, regarding drainage at her driveway and North Road.
- Spoke with Pat Johnson to let her and Ken know it is okay to conduct additional ham radio testing at the District office Monday morning, 10/7/13.
- Prepared invoice to Town for work conducted pursuant to the August 1, 2013 Agreement for the Road Grading and Supply of Base Rock for Town Roads within the Town of Loxahatchee Groves.
- Called Harry Smith, Vice President of Southern States Land & Timber Company regarding any change of position pertaining to a Quit Claim deed and left voice mail.
- Spoke with Town Manager Mark Kutney regarding proposed meeting with Town and PBSC regarding District assessment alternative payment.
- Updated "A" Road Canal Restoration memorandum for Board of Supervisors.
- Updated Staff Activity Monthly Report.
- Prepared preliminary Board of Supervisors packet for 10/14/13 Board meeting.

Friday, 10/04/13 (Continued)

- Met with Tyler Hogan, Marketing and Sales Representative with Googe Transport, Inc., 2100 “B” Road, regarding potential services to be provided to the District.
- Conducted field inspection of District with Mike Walker.

Proposed Activity for the Week of 10/07/13:

- Submit initial reimbursement to USDA for work conducted on “A” Canal restoration at such time as the government returns from shutdown.
- Prepare synopsis of issues associated with developer’s requirement to OGEM “B” Road and issues associated with accomplishing the work.
- Follow up with finalizing north end of “A” Road Canal restoration, fine grading, seeding, and sod installation.
- Obtain value of existing tractor and mower.

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF SEPTEMBER 30 - OCTOBER 4, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
09-30-13	10:00 a.m.	Robert Brunk	13164 Compton Road	(561) 329-2148	To inquire when patch work will be done on Compton Road	COMPLETE
09-30-13	3:30 p.m.	Kathy Martin	15348 North Road	(561) 602-6556	To inquire whether OGEM on North Road can be repaired (from "B" Road to "C" Road)	10-01-13: SEY spoke to Ms. Martin
10-02-13	11:55 a.m.	Gloria Hinds	12964 North Road (at "G" Road West	(561) 795-1812	To discuss driveway and drainage issues	10-02-13: SEY spoke with Ms. Hinds; met on her property on 10-04-13
10-02-13	3:35 p.m.	David Abel	2580 "A" Road	(561) 248-8336	To discuss drainage culvert failure on North "A" Road	10-02-13: SEY left voice mail for Mr. Abel; and spoke to him on 10-03-13 regarding particulars for Mr. Abel to pay for pipe replacement
10-02-13	3:45 p.m.	Teresa Bown	13659 12 th Place North	(561) 635-5833	To thank District Staff for grading her road – "Good job!"	10-02-13: LRB forwarded message to MW and District Field Staff
10-03-13	1:25 p.m.	Lee Wright	727 "E" Road / Sixth Court North	(561) 793-5635	To discuss pipe installation for drainage of Sixth Court North	10-03-13: SEY met with Mr. Wright; spoke to Mr. Wright on 10-04-13 regarding progress of Sixth Court North improvements

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF SEPTEMBER 30 - OCTOBER 4, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
10-03-13	3:25 p.m.	Linda Taylor	3765 "E" Road	(561) 716-5552	To inquire about road rock material used by District	10-04-13: SEY spoke to Ms. Taylor
10-04-13	2:00 p.m.	Tyler Hogan	Googe Transport, Inc. / 2100 "B" Road		To introduce himself and discuss potential services to District	10-04-13: SEY met with Mr. Hogan

SEY = Steve Yohe
 MW = Mike Walker
 LRB = Lynnette Ballard

**DISTRICT ADMINISTRATOR WEEKLY REPORT
OCTOBER 11, 2013**

Monday, 10/07/13

- Finalized Board Meeting Packet for 10/14/13 Regular Board of Supervisors Meeting.
- Spoke with Chairman David DeMarois regarding obligation of developers and Palm Beach State College to construct "B" Road from Southern Boulevard to Okeechobee Boulevard and issues associated with the construction.
- Spoke with Greg Dudek, Nortrax Sales Representative, regarding Master Lease/Purchase Agreements.
- Spoke with landowner Joe Hosford, 13244 Compton Road, regarding speed humps on "F" Road.
- Spoke with landowner Bob Reagan, 13667 East Citrus Drive, regarding delay of progress on "F" Road construction at Southern Boulevard and the inconvenience of the detour.
- Contacted Palm Beach County Sheriff's Office and Fire Rescue to clarify that District Administrator is the District's primary emergency contact and not the District's Board Chairman.
- Met with computer tech to restore scanner and computer glitches throughout.
- Inspected "A" Road Canal progress.
- Inspected speed humps on "F" Road.
- Inspected "F" Road construction at Southern Boulevard.
- Spoke with Jorge Perez regarding revising his proposal to address sod and final asphalt patch.
- Spoke with landowner Linda Kern, 13576 Fox Trail, regarding grading and drainage issues adjacent and on her property.

Tuesday, 10/08/13

- Spoke with Groves Medical Plaza Project Manager Whit Winfree to request schedule for completing "F" Road construction.
- Contacted Dwight Davis, Shenandoah Construction Sales Manager, regarding inspecting culverts at Okeechobee Boulevard.
- Provided update to LGWCD Board of Supervisors and Town Manager regarding schedule for completion of "F" Road improvements by Groves Medical Plaza.
- Provided two-week update Progress Report to USDA.

- Met with landowners Linda Kern, 13576 Fox Trail, Ray Stevens 1757 Kerry Lane, Sandy Saglime, 1757 Kerry Lane, and Laura Combs, 13688 Fox Trail, to hear their road and drainage concerns.

Wednesday, 10/09/13

- Spoke with Supervisor Don Widing regarding proposed enabling legislation BOS agenda item.
- Directed Jim Noth (Erdman Anthony of Florida, Inc.) to update USDA schedule, schedule cross-section survey work for "A" Road Canal for week of 10/14/13, complete USDA permitting for "E" Road Canal and south North Canal around PBCERM Preserve, the "F" Road Canal and Collecting Canal culvert replacement, and advance permitting cleanout of Okeechobee Boulevard culverts.
- Spoke to landowner Joe Hosford, 13244 Compton Road, regarding speed humps on "F" Road.
- Spoke with landowner Bob Reagan, 13667 East Citrus Drive, regarding schedule for "F" Road construction from Southern Boulevard to Collecting Canal Road.
- Received phone call from Joyell Shaw, Palm Beach County School Board Planning and Real Estate Services contact, regarding 9/6/1995 Maintenance Agreement and payment to the LGWCD.
- Spoke with landowner Robin Brow, 14383 April Drive, regarding damage to North "C" Road at 3002 "C" Road.
- Toured District with Mike Walker, including North "C" Road OGEM damage near 3002 "C" Road, 6th Court North, and "A" Road Canal restoration.
- Left voice mail with Eldon Cummings, TYCO Sales Representative, regarding TYCO proposal for fire sprinkler system and LGWCD need to get second proposal due to magnitude of the TYCO cost proposal.
- Spoke with Town Manager Mark Kutney regarding agenda for the Joint Town/District meeting to be held on 10/22/13.
- Responded to two (2) emergency washouts per Town's directive at 14155 43rd Road North.
- Met with Chairman David DeMarois regarding the agenda for a potential Joint Town/District meeting to be held on 10/22/13.
- Spoke with Mary Viator regarding the agenda for a potential Joint Town/District meeting to be held on 10/22/13.

Thursday, 10/10/13

- Met with landowners David and Donna Abel, 2580 "A" Road, regarding LGWCD Permit Application for culvert pipe replacement under North "A" Road.
- Sent PBSC, developers, and Town representatives agenda and staff report for the 10/14/13 BOS meeting pertaining to "B" Road design, permit, and construction from Southern Boulevard to Okeechobee Boulevard.
- Met with Bob Reagan regarding selling the 1999 New Holland T-100 Alamo Mower with transmission not operating.
- Met with landowner Todd McLendon, 3481 "D" Road, regarding LGWCD SFWMD permit and provided public records requested 9/12/13, specifically bank statements for the month of August 2013 and loan documents for OGEM projects.
- Spoke with landowner Nancy Drysdale, 13650 Sixth Court North, regarding schedule of construction for "F" Road from Southern Boulevard to Collecting Canal Road.
- Researched \$2.6 Million Bond issuance pertaining to funds still available for repairs and improvements.
- Researched Interlocal Agreement between PBC and LGWCD regarding \$40,000 provided by PBC to LGWCD for equestrian purposes.
- Reviewed Tree Huggers contract and RFP issued in March 2013.
- Met with Supervisor John Ryan regarding District Administrator's performance review.
- Spoke with Town Clerk Susan Eichhorn regarding proposed 2013 Amendment to Interlocal Agreement for the Funding of Construction, Reconstruction, and Maintenance of Public Roads Located Within the Town of Loxahatchee Groves.
- Met with Keith Harris, 2550 "C" Road, regarding costs for bridge culverts.
- Reviewed permit applications for Victor Gonzalez and Jose Angel Santiago, both of 2601 "A" Road.
- Met with Chairman David DeMarois regarding District Administrator's performance review.
- Inspected "A" Road Canal restoration progress.

Friday, 10/11/13

- Sent PBCERM 2005 draft agreement for PBCERM to have access to District right-of-way around the Preserve adjacent to "E" Road, and south North Road.
- Met with contractor to discuss finalizing work on "A" Road Canal restoration.
- Scheduled meeting with divers from Shenandoah to inspect 96" culverts under Okeechobee Boulevard to determine degree of siltation.

- Reviewed and approved FP&L permits to replace existing wood poles within District right-of-way.
- Inspected “A” Road Canal restoration progress.

Proposed Activity for the Week of 10/14/13:

- Board of Supervisors meeting.
- Tour District canals with Tree Huggers to grade their performance and provide them written documentation of their performance.
- Meet with Town’s web site contractor.
- Meet with Shenandoah’s divers regarding inspection of 96” culverts under Okeechobee Boulevard.
- Submit initial reimbursement to USDA for work conducted on “A” Road Canal restoration at such time as the government returns from shutdown.
- Follow up with finalizing north end of “A” Road Canal restoration, fine grading, seeding, and sod installation.
- Obtain value of existing tractor and mower.

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF OCTOBER 7-11, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
10-07-13	10:40 a.m.	Joe Hosford	13244 Compton Road	(561) 718-7105	To inquire about speed humps on "F" Road	10-07-13: SEY spoke to Mr. Hosford; and inspected speed humps
10-07-13	11:00 a.m.	Bob Reagan	13667 East Citrus Drive	(561) 346-8181	To inquire about the detour and delay of progress on "F" Road construction at Southern Boulevard.	10-07-13: SEY spoke to Mr. Reagan
10-07-13	2:55 p.m.	Linda Kern	13576 Fox Trail	(561) 602-0276	To discuss grading and drainage issues	10-07-13: SEY spoke with Ms. Kern. 10-08-13: SEY & MW visited Fox Trail and met with Ms. Kern and several Fox Trail landowners
10-08-13	2:50 p.m.	Mark Clay	3515 "C" Road	(561) 818-5804	To discuss drainage culvert installation	10-08-13: SEY spoke to Mr. Clay
10-09-13	8:15 a.m.	Andrea Frate	3759 "D" Road	(561) 722-5362	To report tires on North "D" Road; inquire about tire collection by District	10-09-13: District Staff removed tires. Per SEY, LRB called Ms. Frate and advised the District will not be collecting tires this year, per Frank Schiola.
10-09-13	9:00 a.m.	Robyn Brow	14383 April Drive	(561) 662-5022	To report damage to North "C" Road at 3002 "C" Road	10-09-13: SEY spoke to Ms. Brow
10-10-13	8:20 a.m.	Bob Reagan	13667 East Citrus Drive	(561) 346-8181	To discuss "F" Road OGEM work / Groves Medical Plaza	10-10-13: SEY met with Mr. Reagan

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF OCTOBER 7-11, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
10-10-13	12:45 p.m.	Nelson Santiago	2601 "A" Road	(561) 662-4268	To coordinate signing & notarization of drainage culvert permits with LRB	10-10-13: LRB spoke to Mr. Santiago; scheduled meeting for Friday, 10-11-13
10-10-13	1:00 p.m.	David Abel	2580 "A" Road	(561) 248-8336	To discuss permit application for culvert pipe replacement under North "A" Road	10-10-13: SEY and LRB met with David and Donna Abel
10-10-13	1:30 p.m.	Bob Reagan	13667 East Citrus Drive	(561) 346-8181	To inquire about purchasing 1999 New Holland T-100 Alamo Mower	10-10-13: SEY met with Mr. Reagan
10-10-13	2:15 p.m.	Todd McLendon	3481 "D" Road	(954) 931-4634	To retrieve documentation re: public records request (bank statements for August 2013, loan documents for OGEM projects)	10-10-13: SEY met with Mr. McLendon; LRB provided public records to Mr. McLendon
10-10-13	2:30 p.m.	Nancy Drysdale	13650 Sixth Court North	(561) 723-8744	To inquire about "F" Road construction	10-10-13: SEY spoke to Ms. Drysdale
10-11-13	1:45 p.m.	Nelson Santiago	2601 "A" Road	(561) 662-4268	To meet with LRB to sign permits for drainage culverts	10-11-13: LRB met with Mr. Santiago and notarized permits
10-11-13	2:05 p.m.	Keith Harris	2550 "C" Road	(305) 360-7091	To discuss costs for bridge culverts	10-11-13: SEY met with Mr. Harris

SEY = Steve Yohe
 MW = Mike Walker
 LRB = Lynnette Ballard

**DISTRICT ADMINISTRATOR WEEKLY REPORT
OCTOBER 18, 2013**

Monday, 10/14/13

- Conducted tour of District canals with Tree Huggers to grade their performance and provide them written documentation of their performance.
- Inspected seeding operation for “A” Road Canal restoration.
- Spoke with landowner Marge Herzog, 966 “A” Road, regarding hedging at the intersection of the north side of Collecting Canal Road and the east side of “A” Road to provide site clearance.
- Board of Supervisors meeting.

Tuesday, 10/15/13

- Personal Day

Wednesday, 10/16/13

- Spoke with John Choquette, C & C Loader Service, Inc., regarding inadequacy of seeding subcontractor. Mike Walker provided Mr. Choquette with contact information (name and number) of a seeding contractor the District used previously that has the proper equipment to crimp the canal banks.
- Returned phone call and left voice mail for landowner Bill Buxton, 2770 “E” Road, regarding bringing fill onto his property.
- Met with Mark Kutney to discuss District/Town issues.
- Sent e-mail to BOS regarding proposed Town Workshop on 10/22/13.
- Sent e-mail to BOS regarding District Membership fees.
- Sent e-mail to BOS with exhibit for proposed “B” Road improvements.
- Spoke with landowner Helena Guest regarding damage to their irrigation pump electrical box and starter.

Thursday, 10/17/13

- Met with contractor Jorge Perez to review details for North “A” Road culvert and catch-basin construction.
- Inspected damaged electrical box serving landowner Helena Guest’s pump.
- Inspected culvert installation at “F” Road and Collecting Canal Road for landowner Kevin Coleman, 550 “F” Road.
- Inspected North Road Canal aquatic vegetation treatment.
- Spoke to landowner Eric Green, 15189 Scotts Place, regarding rusted culvert in need of replacement. Inspected culvert and advised Mr. Green that the culvert replacement was a landowner responsibility.
- Spoke to Kim Malcolm, Duck Puddle South Superintendent, regarding repairing damaged electrical box. Met with electrician on-site.
- Spoke with Nina Corning, 2834 “E” Road, regarding October 14, 2013 District Board of Supervisors approval of conveying \$40,000.00 to Town of Loxahatchee Groves.
- Met with Supervisor Frank Schiola regarding Town Workshop meeting.

Friday, 10/18/13

- Met on-site with contractor constructing culvert and catch-basin on North “A” Road.
- Spoke with Jim Noth, Erdman Anthony of Florida, Inc., regarding USDA bi-weekly report, final as-built cross-sections for “A” Road Canal and progress report for the other two USDA funded projects.
- Met with landowner Joan McLendon, 3576 161st Terrace North, regarding “A” Road closing.
- Spoke with landowner Darrell Fisher, 13725 Fox Trail, regarding his request for rock on Fox Trail.

Proposed Activity for the Week of 10/21/13:

- Attend Town Workshop meeting.
- Meet with Town's website contractor.
- Meet with Shenandoah's divers regarding inspection of 96" culverts under Okeechobee Boulevard.
- Submit initial reimbursement to USDA for work conducted on "A" Road Canal restoration.
- Follow up with finalizing north end of "A" Road Canal restoration, fine grading, seeding, and sod installation.
- Obtain value of existing tractor and mower.
- Research whether irrigation permits are an obligation of the District or an option.

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF OCTOBER 14-18, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
10-14-13	8:25 a.m.	Bob Reagan	13667 East Citrus Drive	(561) 346-8181	To discuss "F" Road OGEM work at Southern Boulevard	10-14-13: SEY spoke to Mr. Reagan
10-14-13	10:00 a.m.	Marge Herzog	966 "A" Road	(561) 818-9114	To advise that she was unable to open the Board Meeting Packet from the District's website	10-14-13: SEY and LRB spoke to Ms. Herzog; LRB contacted webmaster. Board Meeting Packet was re-loaded to website and accessible
10-15-13	11:00 a.m.	Bill Boyd	1535 "B" Road	(561) 795-7773	To report illegal dumping	10-15-13: LRB advised Mr. Boyd to contact the Town
10-15-13	1:50 p.m.	Eva Fortuna	14435 North Road	(561) 792-5457	To inquire when North Road will be blocked off so she can create a driveway from 145 th to her property	10-15-13: SEY spoke with Ms. Fortuna
10-15-13	2:35 p.m.	Bill Buxton	2770 "E" Road	(561) 585-0900	To discuss raising his property by adding fill	10-15-13: SEY spoke to Mr. Buxton
10-15-13	2:50 p.m.	Nelson Santiago	2601 "A" Road	(561) 662-4268	To hand deliver model number of irrigation pump, per SEY's request	10-15-13: LRB forwarded information to SEY
10-17-13	10:10 a.m.	Eric Green	15189 Scotts Place	(561) 309-1971	To discuss replacement of rusted culvert pipe	10-17-13: SEY spoke to Mr. Green
10-17-13	12:45 p.m.	Nina Corning	2834 "E" Road	(561) 309-8200	To discuss the "B" Road / PBSC project.	10-17-13: SEY spoke with Ms. Corning.

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF OCTOBER 14-18, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
10-18-13	12:15 p.m.	Joan McLendon	3576 161 st Terrace North	(561) 793-2832	Visited District office to inquire about "A" Road being closed	10-18-13: SEY met with Ms. McLendon
10-18-13	1:35 p.m.	Darrell Fisher	13725 Fox Trail	(305) 582-4416	To request rock material on Fox Trail	10-18-13: SEY spoke with Mr. Fisher

SEY = Steve Yohe
 MW = Mike Walker
 LRB = Lynnette Ballard

**DISTRICT ADMINISTRATOR WEEKLY REPORT
OCTOBER 25, 2013**

Monday, 10/21/13

- Personal Day -- Dentist

Tuesday, 10/22/13

- Inspected North "A" Road culvert installations.
- Spoke with Jim Noth regarding meeting conducted on 10/22/13 at "A" Road with Deni Hazell, USDA NRCS Area Engineer regarding inspection of work completed and reimbursement by USDA.
- Met with Carmen Geraine regarding USDA reimbursement submittal.
- Spoke with landowner Bob Reagan, 13667 East Citrus Drive, regarding "F" Road drainage improvements.
- Met with Carmen Geraine to review 2013/2014 Budget reconciliation.
- Spoke with Walter Maxwell, Senior Accountant for Rampell & Rampell, P.A., regarding 2013/2014 Budget reconciliation.
- Met with Mark Kutney and Perla Underwood to discuss Town Workshop meeting.
- Met with Supervisor John Ryan regarding Town Workshop meeting.
- Discussed Town Workshop meeting separately with Supervisors Robert Snowball, Don Widing, and Frank Schiola.
- Discussed Town Workshop meeting with Mary Viator.
- Attended Town Workshop meeting.

Wednesday, 10/23/13

- Sent Law Review regarding Liability within Easements opinion to Town Attorney D.J. Doody.
- Spoke with landowner Jeff Bacon, 4427 Ian Trail, regarding access issues on 40th Street North.
- Met with landowner Eric Green, 15189 Scotts Place, regarding driveway culvert replacement at his home.
- Inspected "A" Road Canal seeding and mulching.

Thursday, 10/24/13

- Spoke with Jeff King, President of North Florida Emulsions, Inc., regarding "F" Road OGEM logistics.
- Contacted Randy Perry, Principal of e-City Services, LLC regarding Design fees, Development, and On-Site Training to enhance District's web site.

Thursday, 10/24/13 (Continued)

- Conducted District field inspection with Mike Walker.
- Spoke with Town Councilman Ron Jarriel regarding IGC agenda items proposed for 11/20/13 IGC meeting, i.e. additional culvert/catch-basin improvements necessary on OGEM roads, Southern States Land & Timber Company e-mail, and proposed enabling legislation.
- Spoke with Jim Noth regarding developer's responsibility for constructing "B" Road and the issues associated with accomplishing it.

Friday, 10/25/13

- Personal Day

Proposed Activity for the Week of 10/28/13:

- Meet with Shenandoah's divers regarding inspection of 96" culverts under Okeechobee Boulevard.
- Submit initial reimbursement to USDA for work conducted on "A" Road Canal restoration.
- Follow up with finalizing north end of "A" Road Canal restoration, fine grading, seeding, and sod installation.
- Obtain value of existing tractor and mower.
- Research whether irrigation permits are an obligation of the District or an option.

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF OCTOBER 21-25, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
10-21-13	8:30 a.m.	Judy Pettegrove	4345 161 st Terrace North	(561) 662-6740	To inquire about scrap metal pipes on "A" Road	10-21-13: LRB forwarded message to MW
10-21-13	10:30 a.m.	Jeff Bacon	4427 Ian Trail	(561)795-5225	To inquire about status of North Road / 40 th Street North easement issue	10-21-13: SEY spoke to Mr. Bacon
10-21-13	12:05 p.m.	Bob Reagan	13667 East Citrus Drive	(561) 346-8181	To discuss "F" Road OGEM construction / Grove Medical Plaza	10-22-13: SEY spoke to Mr. Reagan
10-22-13	9:15 a.m.	Bob Reagan	13667 East Citrus Drive	(561) 346-8181	To discuss "F" Road OGEM construction / Grove Medical Plaza	10-22-13: SEY spoke to Mr. Reagan
10-22-13	9:25 a.m.	George Castillo	13720 Sixth Court North	(561) 358-4259	To request grading of "E" Road and Sixth Court North	10-23-13: District Staff graded "E" Road and graded Sixth Court North
10-23-13	11:00 a.m.	Eric Green	15189 Scotts Place	(561) 309-1971	Visited District office to discuss driveway culvert replacement	10-23-13: SEY met with Mr. Green

SEY = Steve Yohe
 MW = Mike Walker
 LRB = Lynnette Ballard

**DISTRICT ADMINISTRATOR WEEKLY REPORT
NOVEMBER 1, 2013**

Monday, 10/28/13

- Spoke with John Choquette, Owner of C & C Loader Services, regarding invoice issue associated with electrical damage.
- Participated in conference call with Jim Fleischmann, Joe Lelonek, Marty Perry, and Kirk Stetson.
- Met with landowner Shirley Clark, 14688 11th Terrace, regarding drainage of her neighborhood.
- Advised Tree Huggers to attach identification sign on their vehicles.
- Conducted inspection of “A” Road Canal and North “A” Road culvert installations.
- Reviewed and advised contractor to correct invoice for North “A” Road improvements.

Tuesday, 10/29/13

- Reviewed and approved revised invoice for “A” Road North improvements.
- Spoke with Town Councilman Ron Jarriel regarding proposed enabling legislation and SSL&T e-mail from Harry Smith.
- Called Deni Hazell, Area Engineer for USDA NRCS regarding scheduling a meeting to expedite reimbursement.
- Spoke with Jim Noth (Erdman Anthony of Florida, Inc.) regarding finalizing as-built drawings for “A” Road Canal restoration.
- Spoke with Kim Malcolm, landowner Guest Superintendent, regarding irrigating “A” Road Canal bank and maintenance berm.
- Met with landowner Claire Radlein, 3791 161st Terrace North, regarding tax assessments.
- Received and began reviewing draft C-51 Basin Rule Reevaluation dated October 13, 2013.

Tuesday, 10/29/13 (Continued)

- Received and reviewed basic proposed enabling legislation for the balance of District roads not conveyed to Town. Spoke with Mary Viator about the basic and potential companion legislation.

Wednesday, 10/30/13

- Inspected "A" Road maintenance berm and canal bank irrigation applied by landowner Guest's Superintendent.
- Reviewed contractor seeding invoice and had it corrected to reflect contract proposal.
- Conducted District field tour to determine aquatic vegetation condition.
- Met with surveyors conducting cross-section of "A" Road Canal restoration.
- Spoke with Mark Kutney regarding Town/District issues, i.e. enabling legislation.
- Spoke with Mary Viator regarding enabling legislation and alternative scenario for allowing equestrian trails on District maintenance berms, such as the District issuing permits for equestrian trails in lieu of enabling legislation,
- Continued reviewing draft C-51 Basin Rule Reevaluation.
- Met with Supervisor John Ryan regarding Town/District issues, i.e. enabling legislation and equestrian trails.
- Met with landowner Don Borovy, 14270 Tripp Road, regarding "D" Road shoulder requiring maintenance.

Thursday, 10/31/13

- Met in field with Don Borovy and Mike Walker to evaluate extent of maintenance required for "D" Road shoulder. Notified Town of intent to repair road shoulder.
- Updated Monthly Activities Report.
- Continued reviewing draft C-51 Basin Rule Reevaluation.
- Left voice mail message for landowner Marsha Newell, 3508 "C" Road, regarding holes in North "C" Road.
- Received final as-built sections from Erdman Anthony and confirmed South "A" Road Canal was restored to design section.

Thursday, 10/31/13 (Continued)

- Reviewed USDA reimbursement submittal with Carmen, prepared cover letter to USDA, and hand delivered reimbursement request to USDA for South “A” Road Canal restoration.

Friday, 11/01/13

- Inspected North “C” Road OGEM damage with Mike Walker.
- Met with Jim Noth to discuss USDA NCRS programmed improvements, “B” Road design, enabling legislation, and draft C-51 Basic Rule Reevaluation.
- Finished reviewing draft C-51 Basin Rule Reevaluation.
- Spoke with Jesse Wilson, State Conservation Engineer with USDA NRCS, regarding reimbursement application. Per Mr. Wilson, reimbursement can be expected by week of 11/11/13.
- Reviewed proposal from e-City Services, LLC for redesigned District web site.

Proposed Activity for the Week of 11/04/13:

- Meet with Shenandoah’s divers regarding inspection of 96” culverts under Okeechobee Boulevard.
- Obtain value of existing tractor and mower.
- Research whether irrigation permits are an obligation of the District or an option.
- Meet with Mike O’Dell to discuss equestrian trails within Wellington along Acme’s canal maintenance berms.
- Follow up with USDA regarding reimbursement submittal.

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF OCTOBER 28 - NOVEMBER 1, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
10-28-13	9:30 a.m.	Shirley Clark	14688 11 th Terrace	(561) 798-3000	Visited District office to inquire about	10-28-13: SEY met with Ms. Clark
10-29-13	12:00 p.m.	Claire Radlein	3791 161 st Terrace North	(561) 876-5037	Visited District office to discuss tax assessments	10-29-13: SEY met with Ms. Radlein
10-30-13	3:30 p.m.	Don Borovy	14270 Tripp Road	(561) 790-0797	Visited District office to discuss maintenance of North "D" Road	10-30-13: SEY met with Mr. Borovy
11-01-13	10:00 a.m.	Marsha Newell	3508 "C" Road	(561) 795-0583	Contacted Town office to report holes in North "C" Road due to large trucks hauling mulch	11-01-13: SEY left voice mail messages for Ms. Newell; awaiting response

SEY = Steve Yohe
 MW = Mike Walker
 LRB = Lynnette Ballard

**DISTRICT ADMINISTRATOR WEEKLY REPORT
NOVEMBER 8, 2013**

Monday, 11/04/13

- Revised USDA NRCS Request for Reimbursement and hand delivered to USDA local office. Spoke with Deni Hazell, Area Engineer for USDA NRCS, regarding expediting reimbursement.
- Met with Chairman David DeMarois regarding “F” Road OGEM, SSL&T e-mail, USDA reimbursement, and proposed enabling legislation.
- Prepared 11/18/13 Board of Supervisors Meeting Agenda.
- Inspected “A” Road Canal restoration and “F” Road.

Tuesday, 11/05/13

- Contacted Alan Weissman of Britco Sign Manufacturing, Inc. and ordered a “No Smoking Within 50 Feet of This Door” sign for front door of Board Room entrance.
- Spoke with Mary Viator and John Wieg regarding proposed enabling legislation.
- Inspected “F” Road rock.
- Reviewed Blue Cross/Blue Shield insurance renewal proposal.
- Spoke with Greg Young, co-owner of Fisher Contracting, regarding timing and requirement for return of performance security deposit. Reviewed “AGREEMENT BETWEEN LOXAHATCHEE GROVES WATER CONTROL DISTRICT AND GROVES MEDICAL PLAZA, LLC FOR FUNDING THE PAVING OF A PORTION OF ‘F’ ROAD”.

Wednesday, 11/06/13

- Met with Jeff King, President of North Florida Emulsions, Inc., at “F” Road to observe installation of OGEM. Observed batch plant operation at Choquette’s property.
- Spoke with Greg Dudek, Territory Manager for Nortrax, regarding delivery of long arm tractor/mower.

Wednesday, 11/06/13 (Continued)

- Spoke with PBSC regarding twin tables donation for meeting room.
- Participated in Safety Committee meeting

Thursday, 11/07/13

- Finalized Board of Supervisors packet.
- Field tour with Supervisor John Ryan, Town Councilman Ron Jarriel, and Town Manager Mark Kutney to North Florida Emulsions field plant operation at Jupiter Farms.

Friday, 11/08/13

- Personal Day

Proposed Activity for the Week of 11/11/13:

- Monday, November 11, 2013 – Veteran's Day – LGWCD office closed
- Meet with Shenandoah's divers regarding inspection of 96" culverts under Okeechobee Boulevard.
- Obtain value of existing tractor and mower.
- Research whether irrigation permits are an obligation of the District or an option.
- Meet with Mike O'Dell to discuss equestrian trails within Wellington along Acme's canal maintenance berms.

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT
WEEKLY LANDOWNER PHONE CALL / REQUEST FOR SERVICE LOG
WEEK OF NOVEMBER 4-8, 2013**

DATE	TIME	NAME	ADDRESS	PHONE	ISSUE	STATUS
11-04-13	2:10 p.m.	Ken / Hammerhead Roofing	796 "F" Road	(561) 969-7663	To report a rut in the swale in front of his property	11-04-13: MW spoke to Ken; District Staff to coordinate installation of drainage with Jorge Perez of WBI
11-04-13	3:10 p.m.	Nina Corning	2834 "E" Road	(561) 309-8200	To report flooding on South "F" Road near Grove Medical Plaza	11-04-13, 3:30 p.m.: MW inspected South "F" Road; found no flooding
11-06-13	11:40 a.m.	Jim Alba	3419 "D" Road	(561) 313-5836	E-mailed District office regarding neighbor hauling manure onto property	11-06-13: LRB forwarded e-mail to Town Staff
11-07-13	12:35 p.m.	Nancy Drysdale	13650 Sixth Court North	(561) 723-8744	To discuss recent OGEM work on "F" Road near Sixth Court North	11-07-13: MW inspected Sixth Court North, found nothing wrong
11-07-13	8:30 p.m.	Ken Bowser / Jim Alba	3419 "D" Road	(561) 313-5836	To report large amounts of manure on neighbor's property	11-08-13: LRB called Mr. Bowser and referred him to the Town

SEY = Steve Yohe
 MW = Mike Walker
 LRB = Lynnette Ballard

LOXAHATCHEE GROVES WATER CONTROL DISTRICT
P. O. BOX 407
LOXAHATCHEE, FLORIDA 33470
PHONE: (561) 793-0884
FAX.: (561) 795-6157

FOR LGWCD USE ONLY:
DATE RECEIVED: 10-24-13
LGWCD PERMIT NO.: 06-201310-32W5
CHECK NO.: _____ \$ _____

PERMIT APPLICATION

TO CONDUCT ACTIVITIES IN DISTRICT RIGHT-OF-WAY
(TYPE OR PRINT LEGIBLY IN BLACK INK)

1. Project Name/Description: Replace existing FP&L Pole & Transfer existing Facilities
Project Address: on west side of E Rd (2nd pole S/O 6th Ct N) (LOC# 3 WR 5276018)
Type: () Drainage () Irrigation () Roadway () Bridge () Culvert (X) Modifications
Right-of-Way Encroachment: () Fence/Gate () Sign () Water Line Hook-up (X) Other
If other, explain: Replace existing FP&L wood pole with new wood pole in
Right-of-Way

2a. Nearest road intersection: E Rd & 6th Ct
Section: 33 Township: 43 Range: 41 Property Control No.: _____

2b. Receiving/adjacent canal(s): _____ 2c. Project Acreage: _____

3. Consulting Firm (if applicable): _____
Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Fax: _____ Job No.: _____

Project Engineer: Jeff Corder Phone: jeffrey.corder@fpl.com

4. Applicant: Florida Power & Light Phone: _____

Address: 6001 Village Blvd AMG/CSE

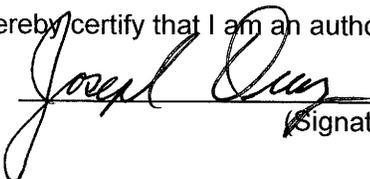
City: West Palm Beach State: FL Zip Code: 33407

5. Owner: Florida Power & Light Phone: 561-640-2366

Address: 6001 Village Blvd AMG/CSE ATTN: Laura Bender

City: _____ State: _____ Zip Code: _____

I hereby certify that I am an authorized agent of the Owner (print name): Joe Dragon



(Signature)

Date: 10-21-13

Project Name/Description: Replace FP&L Pole & Transfer all Facilities

Project Address: E Rd (2nd pole S/O 6th Ct N) (LOC# 3 WR# 5276018)

CHECK ITEMS ENCLOSED WITH PERMIT APPLICATION:

PRIOR TO SUBMITTING ANY PERMIT APPLICATION, THE APPLICANT MUST SCHEDULE AND ATTEND A "PRE-APPLICATION" MEETING WITH THE DISTRICT ENGINEER. FAILURE TO DO SO COULD RESULT IN REJECTION OF THE APPLICATION AND FORFEITURE OF THE APPLICATION FEE.

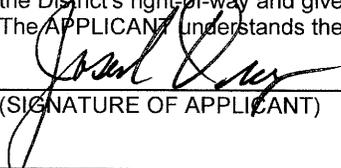
- () Two (2) sets of signed & sealed paving and drainage plans or 11" x 17" sketch as directed by the District Engineer.
- () One (1) set of the final site plan if required.
- () One (1) set of the recent property boundary survey or (if applicable) preliminary plat.
- () One (1) set of signed & sealed calculations for the 10-year and 100-year, 3-day storm events.
NOTE: The allowable discharge based on C-51 Basin delineation is 27 CSM.
- () Control structures shown on the detail sheet of plans shall be a fixed metal plate, screw gate, or combination of both; or as otherwise required per South Florida Water Management District criteria at the time of application. All dimensions shall be shown on plans.
- () Discharge pipe and/or headwall shown on detail sheet shall meet LGWCD and FDOT specifications.
- () Existing canal cross section with design overlay.*
- () Proof of ownership (copy of deed or tax bill).
- () A copy of business incorporation papers, if the property is owned by a business.
- () Standard permit forms signed and notarized.
- () Supplemental Conditions form signed if required.
- () Check for application/inspection/recording fees.

* Design canal sections provided by LGWCD are for drafting purposes only. Field verification of actual canal work needed may be required. Deviation from the design section may occur only with prior approval from LGWCD authorized personnel.

NOTE

1. LGWCD may require right-of-way adjacent to LGWCD existing right-of-way by quit claim or non-exclusive perpetual easement deed.
2. Minimum bleeder size shall be a 6" x 6" inverted triangular orifice.
3. Construction dewatering will require separate LGWCD approval prior to discharge into its system.
4. If discharge is directed to a road or other separate system, proof of acceptance from that entity (public and/or private) must be provided.
5. If on-site retention is proposed, supporting calculations shall be submitted for review. The project must provide sufficient drainage capacity for the 10-year, 3-day storm event.

The APPLICANT hereby attaches a check payable to LGWCD for the application fee and further agrees to pay all other costs incurred by LGWCD in reviewing this application. The APPLICANT hereby certifies that the owner is the fee simple owner of the property adjacent to the District's right-of-way and gives authorization to LGWCD to file a lien on said property for any and all costs, should they not be paid. The APPLICANT understands these costs are to be paid whether the permit is approved or denied.



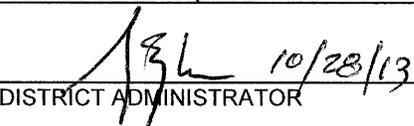
(SIGNATURE OF APPLICANT)

10-28-13

DATE

APPROVAL (DO NOT WRITE BELOW THIS LINE)

DATE: _____



DISTRICT ADMINISTRATOR