

# OKEECHOBEE UTILITY AUTHORITY

## MEETING AGENDA

January 17, 2023

8:30 A.M.

1. Call the Meeting to Order
  - Pledge of Allegiance
  - Determination of Voting Members
2. Agenda Additions or Deletions
  - 2A. OUA Project/Funding Projections
3. Meeting Minutes from December 20, 2022
- 4. Consent Agenda**
  5. Invoice from Eckler Engineering, Inc. – Pine Ridge Park Utility Improvements (Construction Phase)
  6. Invoice from Eckler Engineering, Inc. – SWTP pH Evaluation
  7. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part B and C)
  8. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E)
  9. Invoice from Sumner Engineering & Consulting, Inc. – Tortoise Survey
  10. Invoice from Sumner Engineering & Consulting, Inc. – SW 5<sup>th</sup> Avenue LPSS Design and Permitting
  11. Invoice from Sumner Engineering & Consulting, Inc. – SWSA Master Force Main Tortoise Permitting
  12. Invoice from Sumner Engineering & Consulting, Inc. – Okee-Tantie Utility System Improvements
  13. Invoice from Sumner Engineering & Consulting, Inc. – OUA Consumptive Use Permit Consulting
  14. Invoice from Felix Associates Inc. – SWSA Master Pump Station Project
  15. Invoice from GO Underground Utilities, LLC – SWSA Master Force Main
  16. Invoice from GO Underground Utilities, LLC – Orange Loop Sewer Expansion
  17. Invoice from Steven L. Dobbs Engineering, LLC – NW 5<sup>th</sup> Street Sewer Expansion
  18. Invoice from Holtz Consulting Engineers, Inc. – Kings Bay/US 441 WM Extension
  19. Invoice from Hinterland Group, Inc. – Pine Ridge Park Utility Systems Improvements
  20. Invoice from Thorn Run Partners
  21. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual

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  22. Finance Report
  23. Investment Report
  24. City Parcel

25. Former Boy's School Property
26. Treasure Island Engineering Proposal
27. SWSA Master Pump Station Change Order No.1
28. SWSA Project 2 Bid Response
29. SWSA Sanitary Force Main – Gopher Tortoise
30. LPA0415 Agreement
31. AMI Project
32. Public Comments
33. Items from the Attorney
34. Items from the Executive Director
35. Items from the Board

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 1

JANUARY 17, 2023

Call Meeting to Order

Pledge of Allegiance  
Determine Voting Members

	<u>Absent</u>	<u>Present</u>
Melanie Anderson – Board Member	_____	_____
Tommy Clay – Board Member	_____	_____
John Creasman – Chairperson	_____	_____
Jeff Fadley - Alternate	_____	_____
Harry Moldenhauer - Alternate	_____	_____
Steve Nelson – 2 <sup>nd</sup> Vice Chairperson	_____	_____
Tabitha Trent –Vice Chairperson	_____	_____
Glenn Sneider - Alternate	_____	_____

**FUTURE MEETING OF OUA BOARD**  
**February 21, 2023 – 8:30 A.M.**

**FUTURE HOLIDAYS FOR OUA STAFF**  
**Sunday – April 9, 2023 – Easter**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 2

JANUARY 17, 2023

**AGENDA ADDITIONS OR DELETIONS**

2A. OUA Project/Funding Projections

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 2A

JANUARY 17, 2023

### OUA PROJECT/FUNDING PROJECTIONS

OUA staff was asked to provide an overview of project construction timeline, connections and cost for all pending projects and based upon known available and/or best assumptions. Please see attachment for this information.

**Page 1:** This sheet is a recap of an earlier provided sheet listing various OUA projects and funding sources. In the bottom left is a listing of FDEP projects requesting funding through the FDEP Grant Portal. FDEP has not responded at this time as to which projects met the funding requirements and for how much. The OUA does have a commitment for partial funding of the AMI and SWSA Project 2 projects. Also noted at the bottom are estimated annual debt service payments for several projects.

It should be noted the AMI project as well as SW 5<sup>th</sup> Avenue Septic to Sewer project, while included on this page, are not considered on later pages. Either due to the project not being considered or that the project scope has changed.

**Page 2:** This page depicts the expected timeline for completion of construction and the estimated number of wastewater connections.

**Page 3:** This page includes data associated with the SWSA Project 2. At the bottom you can see the OUA connection fees (\$1,412.00) and the estimated amount attributed to debt service payments in the monthly total wastewater base facility charge (current residential fee of \$24.81).

For 2025, the estimated annual debt service charge is \$290,000 for the USDA loan. The projected drawdown schedule for connections over time was 25 for this partial year due to construction ending in 2025, generating an estimated \$35,300. Lastly, based upon \$8.00 per month against the total household connected (25) generated \$600.00. In total, a net loss of \$254,100 is expected.

For 2026, annual debt service is fixed, connections going up which provide an increase in connection payments and base facility charges depicting a net gain for the year of \$296,400. You can see similar calculations for 2027 (net loss of \$136,100).

By 2028, the annual debt service payment and monthly base facility charges reach steady state of a net loss of \$242,000 for the year.

**Page 4:** Project 3 calculations

**Page 5:** Pine Ridge Park calculations

**Page 6:** Treasure Island calculations

**Page 7:** Summary. This sheet tabulates all four projects by Quarter/Year. It also lists a few assumptions made to complete these scenarios. Also noted are several tables depicting the totals by year for the projects and then compares that to existing debt payments. It should be noted that one existing debt service (SRF) stops with the 2029 year and the other (Truist) stops in 2030.

**Page 8:** The page is a recap of all four projects by Quarter/Year.

As, noted, several assumptions were made and with time, values presented today could change. However, if these projects are completed in the timely manner shown, by 2031, annual debt service payments should drop dramatically.

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 3

JANUARY 17, 2023

**MEETING MINUTES**

Attached are copies of the minutes of the meeting held on December 20, 2022.

**Unless the Board determines a correction is required to the minutes, Staff recommends the approval of the meeting minutes from December 20, 2022 as presented.**

# OKEEHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 4

JANUARY 17, 2023

### CONSENT AGENDA

1. Pull items for discussion from Consent Agenda.
2. Items pulled from Consent Agenda will be discussed at the end of Agenda.
3. Unless noted all Consent Agenda items are recommended for approval.
4. Motion to approve items on Consent Agenda as follows:
  5. Invoice from Eckler Engineering, Inc. – Pine Ridge Park Utility Improvements (Construction Phase)
  6. Invoice from Eckler Engineering, Inc. – SWTP pH Evaluation
  7. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part B and C)
  8. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E)
  9. Invoice from Sumner Engineering & Consulting, Inc. – Tortoise Survey
  10. Invoice from Sumner Engineering & Consulting, Inc. – SW 5<sup>th</sup> Avenue LPSS Design and Permitting
  11. Invoice from Sumner Engineering & Consulting, Inc. – SWSA Master Force Main Tortoise Permitting
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  20. Invoice from Thorn Run Partners
  21. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual



**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 5

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM ECKLER ENGINEERING, INC. – PINE RIDGE PARK UTILITY  
IMPROVEMENT (CONSTRUCTION PHASE)**

Please find attached invoice in the amount of \$8,205.50 submitted by Eckler Engineering, Inc. Staff is aware of the work currently being done by Eckler Engineering, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$103,900.00
Jun-22	1	Jun-22		\$1,406.50	\$102,493.50
Jul-22	2	Jul-22		\$690.00	\$101,803.50
Aug-22	3	Aug-22		\$5,629.17	\$96,174.33
Sep-22	4	Sep-22		\$2,684.58	\$93,489.75
Oct-22	5	Oct-22		\$2,342.00	\$91,147.75
Nov-22	6	Nov-22		\$4,158.00	\$86,989.75
Jan-23	7		\$8,205.50		\$78,784.25

**Staff recommends approval of this invoice in the amount of \$8,205.50 to Eckler Engineering, Inc.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 6

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM ECKLER ENGINEERING, INC. – SWTP PH EVALUATION**

Please find attached invoice in the amount of \$525.00 submitted by Eckler Engineering, Inc. Staff is aware of the work currently being done by Eckler Engineering, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$17,500.00
Jul-22	1	Jul-22		\$939.00	\$16,561.00
Aug-22	2	Aug-22		\$654.00	\$15,907.00
Sep-22	3	Sep-22		\$300.00	\$15,607.00
Oct-22	4	Oct-22		\$1,025.00	\$14,582.00
Jan-23	5		\$525.00		\$14,057.00

**Staff recommends approval of this invoice in the amount of \$525.00 to Eckler Engineering, Inc.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 7

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – SW WATERWATER SERVICE AREA PROJECT (PART B)**

Please find attached the invoice in the amount of \$20,175.13 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$724,136.00
Apr-20	1	Apr-20		\$48,503.60	\$675,632.40
May-20	2	May-20		\$38,802.88	\$636,829.52
Jun-20	3	Jun-20		\$33,952.52	\$602,877.00
Aug-20	4	Aug-20		\$87,306.48	\$515,570.52
Sep-20	5	Sep-20		\$43,653.24	\$471,917.28
Nov-20	6	Nov-20		\$77,605.76	\$394,311.52
Jan-21	7	Jan-21		\$38,802.88	\$355,508.64
Feb-21	8	Feb-21		\$38,802.88	\$316,705.76
Apr-21	9	Apr-21		\$43,653.24	\$273,052.52
Jul-21	9	Jul-21		\$19,401.44	\$253,651.08
Oct-21	10	Oct-21		\$7,275.54	\$246,375.54
Dec-21	11	Dec-21		\$10,592.40	\$235,783.14
Jan-22	12	Jan-22		\$13,491.60	\$222,291.54
Mar-22	13	Mar-22		\$27,996.69	\$194,294.85
Mar-22	Change Order		\$36,220.00		\$230,514.85
Apr-22	14	Apr-22		\$18,959.03	\$211,555.82
May-22	15	May-22		\$14,778.68	\$196,777.14
Jun-22	16	Jun-22		\$20,965.08	\$175,812.06
Jul-22	17	Jul-22		\$12,173.00	\$163,639.06
Aug-22	18	Aug-22		\$3,756.38	\$159,882.68
Sep-22	19	Sep-22		\$7,843.75	\$152,038.93
Oct-22	20	Oct-22		\$6,609.13	\$145,429.80
Jan-23	21		\$20,175.13		\$125,254.67

**Staff recommends approval of this invoice in the amount of \$20,175.13 to Sumner Engineering & Consulting, Inc.**

The Southwest Service Area (SWSA) septic to sewer project has three separate segments or phases which can be described as follows:

## Project 1 (Parts B & C)

- Master Pump Station (MPS) – to be constructed on the parcel purchased from the School Board. This pump station is designed to accept wastewater flows from the SWSA collection area, SE2 Interconnect Forcemain, Okee-Tantie Area forcemain and wastewater flow from the undeveloped areas in the immediate vicinity of the MPS.
- Master Forcemain System (MFS) – this new proposed piping system connects the SWSA MPS to an existing OUA pump station, which in turn pumps to the regional OUA owned treatment facility located on Cemetery Road.

# OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 8

JANUARY 17, 2023

## CONSENT AGENDA

### INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – SW WASTEWATER SERVICE AREA PROJECT (PART E)

Please find attached the invoice in the amount of \$17,389.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$1,141,783.00
Jun-21	1	Jun-21		\$19,783.98	\$1,121,999.02
Jul-21	2	Jul-21		\$28,576.86	\$1,093,422.16
Aug-21	3	Aug-21		\$17,585.76	\$1,075,836.40
Sep-21	4	Sep-21		\$61,550.16	\$1,014,286.24
Oct-21	5	Oct-21		\$68,144.82	\$946,141.42
Dec-21	6	Dec-21		\$15,387.54	\$930,753.88
Jan-22	7	Jan-22		\$84,990.00	\$845,763.88
Feb-22	8	Feb-22		\$57,147.84	\$788,616.04
Mar-22	9	Mar-22		\$33,336.24	\$755,279.80
Apr-22	10	Apr-22		\$42,860.88	\$712,418.92
May-22	11	May-22		\$85,721.76	\$626,697.16
Jun-22	12	Jun-22		\$47,623.20	\$579,073.96
Jul-22	13	Jul-22		\$38,098.56	\$540,975.40
Aug-22	14	Aug-22		\$28,573.92	\$512,401.48
Sep-22	15	Sep-22		\$14,286.96	\$498,114.52
Oct-22	16	Oct-22		\$9,524.64	\$488,589.88
Jan-23	17		\$17,389.00		\$471,200.88

**Staff recommends approval of this invoice in the amount of \$17,389.00 to Sumner Engineering & Consulting, Inc.**

The Southwest Service Area (SWSA) septic to sewer project has three separate segments or phases which can be described as follows:

#### Project 2 Collection System

- Oak Lake Estates (Part D)
- Collection system for the Oak Lake Estates area only
- SWSA (Part E)
- The collection piping and two vacuum pump stations for all of the remaining service area

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 9

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – TORTOISE SURVEY**

Please find attached the invoice in the amount of \$1,800.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$4,500.00
Sep-22	1	Sep-22		\$2,700.00	\$1,800.00
Jan-23	2		\$1,800.00		\$0.00

**Staff recommends approval of this invoice in the amount of \$1,800.00 to Sumner Engineering & Consulting, Inc.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 10

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – SW 5<sup>TH</sup> AVENUE  
LPSS DESIGN & PERMITTING**

Please find attached the invoice in the amount of \$15,880.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$198,500.00
Apr-22	1	Apr-22		\$27,790.00	\$170,710.00
May-22	2	May-22		\$33,745.00	\$136,965.00
Jun-22	3	Jun-22		\$25,805.00	\$111,160.00
Jul-22	4	Jul-22		\$11,910.00	\$99,250.00
Aug-22	5	Aug-22		\$29,775.00	\$69,475.00
Sep-22	6	Sep-22		\$9,925.00	\$59,550.00
Oct-22	7	Oct-22		\$29,775.00	\$29,775.00
Jan-23	8		\$15,880.00		\$13,895.00

**Staff recommends approval of this invoice in the amount of \$15,880.00 to Sumner Engineering & Consulting, Inc.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 11

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – SWSA MASTER  
FORCE MAIN TORTOISE PERMITTING**

Please find attached the invoice in the amount of \$7,885.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$8,300.00
Jan-23	1		\$7,885.00		\$415.00

**Staff recommends approval of this invoice in the amount of \$7,885.00 to Sumner Engineering & Consulting, Inc.**



**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 12

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – OKEE-TANTIE  
UTILITY SYSTEM IMPROVEMENTS**

Please find attached the invoice in the amount of \$10,668.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$686,079.00
Apr-22	1	Apr-22		\$29,835.00	\$656,244.00
May-22	2	May-22		\$3,817.50	\$652,426.50
Jun-22	3	Jun-22		\$94,920.00	\$557,506.50
Jul-22	4	Jul-22		\$11,398.50	\$546,108.00
Aug-22	5	Aug-22		\$9,440.00	\$536,668.00
Oct-22	6	Oct-22		\$7,996.00	\$528,672.00
Jan-23	7		\$10,668.00		\$518,004.00

**Staff recommends approval of this invoice in the amount of \$10,668.00 to Sumner Engineering & Consulting, Inc.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 13

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – CONSUMPTIVE USE  
PERMIT CONSULTING**

Please find attached the invoice in the amount of \$1,275.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

**Staff recommends approval of this invoice in the amount of \$1,275.00 .00 to Sumner Engineering & Consulting, Inc.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 14

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICES FROM FELIX ASSOCIATES, INC. – SWSA MASTER PUMP STATION**

Please find attached invoice in the amount of \$203,685.23 submitted by Felix Associates Inc. Staff is aware of the work currently being done by Felix Associates Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$1,894,600.00
May-22	1	May-22		\$54,150.00	\$1,840,450.00
Oct-22	2	Oct-22		\$98,142.11	\$1,742,307.89
Dec-22	3	Dec-22		\$294,183.10	\$1,448,124.79
Jan-23	4		\$203,685.23		\$1,244,439.56

**Staff recommends approval of these invoices in the amount of \$203,685.23 to Felix Associates, Inc.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 15

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM GO UNDERGROUND UTILITIES, LLC – SWSA MASTER FORCE MAIN**

Please find attached invoice in the amount of \$64,923.00 submitted by Go Underground Utilities, LLC. Staff is aware of the work currently being done by Go Underground Utilities, LLC. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$1,241,740.00
Jun-22	1	Jun-22		\$271,225.00	\$970,515.00
Jul-22	2	Jul-22		\$405,602.50	\$564,912.50
Aug-22	3	Aug-22		\$39,662.50	\$525,250.00
Sep-22	4	Sep-22		\$69,986.50	\$455,263.50
Oct-22	5	Oct-22		\$66,960.75	\$388,302.75
Nov-22	6	Nov-22		\$38,380.00	\$349,922.75
Jan-23	7		\$64,923.00		\$284,999.75

**Staff recommends approval of this invoice in the amount of \$64,923.00 to Go Underground Utilities, LLC.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 16

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM GO UNDERGROUND UTILITIES, LLC – ORANGE LOOP SEWER  
EXPANSION**

Please find attached invoice in the amount of \$198,154.80 submitted by Go Underground Utilities, LLC. Staff is aware of the work currently being done by Go Underground Utilities, LLC. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$215,684.00
Jan-23	1		\$198,154.80		\$17,529.20

**Staff recommends approval of this invoice in the amount of \$198,154.80 to Go Underground Utilities, LLC.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 17

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM STEVEN L. DOBBS ENGINEERING, LLC – NW 5<sup>th</sup> STREET SEWER  
EXPANSION**

Please see attached invoices from Steven L. Dobbs Engineering, LLC for engineering services related to the NW 5<sup>TH</sup> Street Sewer Expansion.

**Staff recommends approval of the invoices from Steven L. Dobs Engineering, LLC in the amount of \$1,375.00.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 18

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM HOLTZ CONSULTING ENGINEERS, INC. – KINGS BAY/US 441  
WATERMAIN EXTENSION**

Please find attached invoice in the amount of \$7,480.00 submitted by Holtz Consulting Engineers, Inc. Staff is aware of the work currently being done by Holtz Consulting Engineers, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$34,590.00
Jan-23	1		\$7,480.00		\$27,110.00

**Staff recommends approval of this invoice in the amount of \$7,480.00 to Holtz Consulting Engineers, Inc.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 19

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM HINTERLAND GROUP, LLC – PINE RIDGE PARK UTILITY  
SYSTEMS IMPROVEMENT**

Please find attached invoice in the amount of \$280,563.26 submitted by Hinterland Group, Inc. Staff is aware of the work currently being done by Hinterland Group, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$5,143,000.00
Jul-22	Change Order		\$712,125.05		\$4,430,874.95
Oct-22	1	Oct-22		\$110,913.06	\$4,319,961.89
Dec-22	3	Dec-22		\$478,757.06	\$3,841,204.83
Jan-23	4		\$280,563.26		\$3,560,641.57

**Staff recommends approval of this invoice in the amount of \$280,563.26 to Hinterland Group, Inc.**



**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 20

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM THORN RUN PARTNERS**

Please see attached the Thorn Run Partners monthly invoice.

**Staff recommends approval of the monthly invoice from Thorn Run Partners in the amount of \$3,500.00.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 21

JANUARY 17, 2023

**CONSENT AGENDA**

**INVOICE FROM MACVICAR CONSULTING, INC.**

Please see attached the Macvicar Consulting Inc. invoice.

**Staff recommends approval of the monthly invoice from Macvicar Consulting Inc. in the amount of \$250.00.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 22

JANUARY 17, 2023

**FINANCE REPORT**

Attached for your review is a copy of the Finance Report for the period ending December 31, 2022.

# OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 23

JANUARY 17, 2023

## INVESTMENT REPORT

Due to the steady increase in inflation during calendar year 2022, from 7.5% in January 2022 to a high of 9.1% in June followed by a relaxation of 7.1% in November, the Federal Reserve repeatedly intervened in the interest rate market from March - December 2022 by increasing interest rates on Federal issued Open Market Instruments, which act as an indicator to the financial market to make similar adjustment(s).

Although government intervention in the interest rate market, through the Federal Reserve, is intended to reduce real and planned demand, which ultimate reduces inflation; one potential effect of such policy is an increase in depositor's wealth which is measured by the appreciation in depositor's valuation.

Therefore, although OUA had little to no incentive to participate in interest bearing instruments prior to 2022 (given the market's return), it is now advantageous that the Authority periodically review excess liquidity with an aim of optimizing it's financial return whenever the opportunity arise.

The table below shows the comparative rates on deposits held at our main bank as against Treasury note return during 2021/2022:

	<b>Dec.'21</b>	<b>March'22</b>	<b>June'22</b>	<b>Sept.'22</b>	<b>Dec.'22</b>
Bank Annual Int. Rate (%)	0.20%	0.20%	0.4%	0.4%	2.5%
Treasury Note Yield (%) – Annual	0.6%	1.9%	3.0%	3.9%	4.3%

## INVESTMENT REPORT

Pursuant to the Investment Policy:

OUA's investment portfolio at **September 30, 2022** is summarized as follow:

Throughout FY22, OUA maintained a conservative approach in its investment portfolio, preferring the surety of its deposit as against pursuing returns which would lead to commitment of funds over an extended period.

On 05/02/2022, the Authority purchased \$1,000,000 of Treasury Note which matured on 08/31/2022 and provided an interest return of \$6,165 or an yield of 0.92% which was significantly above the then bank rate of 0.4%. Treasury Notes are financial paper issued by the Federal Reserve (US Government) and is rated AAA, which is the highest rating possible by rating Agents. Given the level of assurance afforded to investments in Treasury Notes, staff will continue to utilize this investment instrument applying a ladder approach to maturity whenever funds allow.

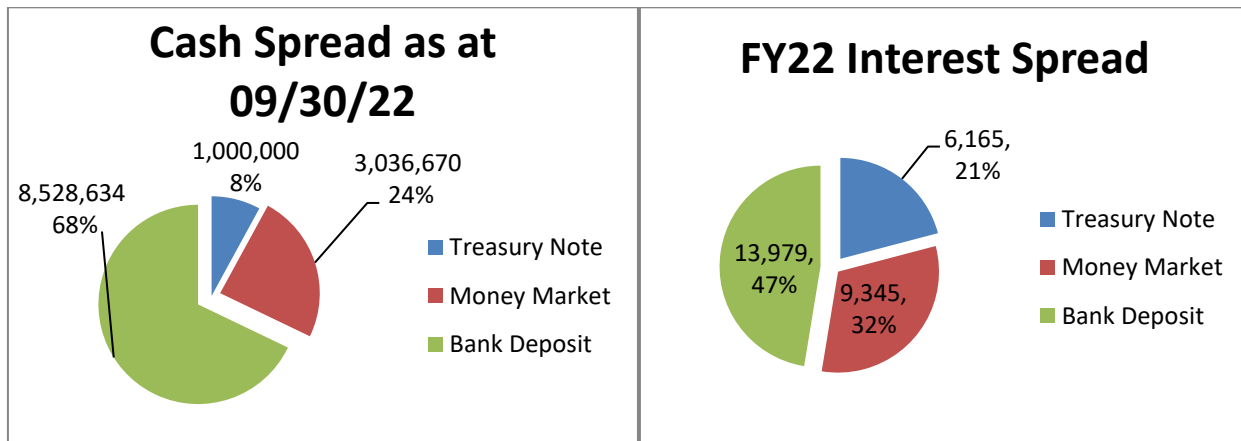
In addition to the Authority’s main reserves (RR&I, OP Reserve and Emergency Reserve) which are commingled into one account, with balance of \$3,036,670 at 09/30/2022, the Authority maintains four regular bank deposit accounts which include:

- a. Operating Account
- b. Payroll Account
- c. Customer’s deposit Account.
- d. Business Interest account – Rate stabilization, CIP, Capital Connection etc.

The table below gives a review of the interest income by account category.

**OUA Interest Income by Portfolio at September 30, 2022**

Type/ Par Value	Purchase Price / Balance	Market Value	# of Days	Purchase Date	Maturity	Yield	Income Earned
Treasury Note	1,000,000	1,006,335	121	05/02/22	08/31/22	0.92%	\$6,165
Money Market	3,036,670	3,036,670	365	Open	Open	0.38%	\$9,345
Bank Deposit	8,528,634	8,528,634	365	Open	Open	0.38%	\$13,979
				<b>Actual</b>	<b>Interest</b>		<b>\$29,489</b>

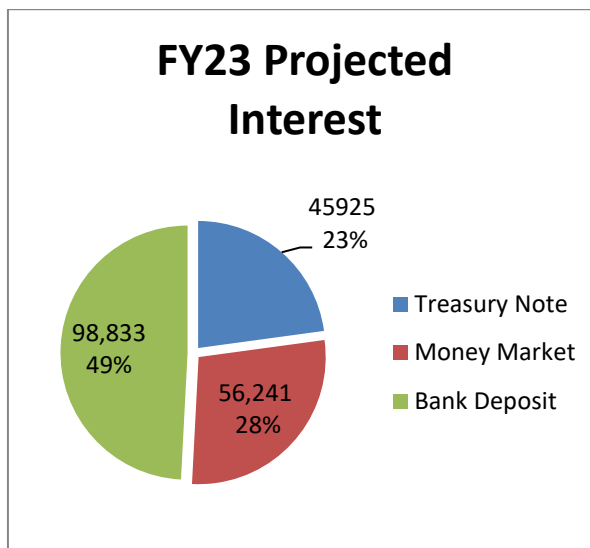
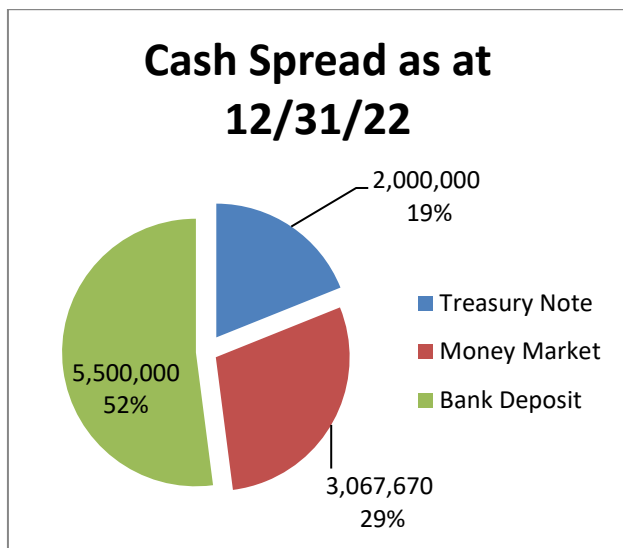


**OUA Portfolio as at 12.31.22**

Following staff request, to OUA’s banker, for a rate review of the 0.4% interest on deposits, given Treasury increase in interest rate, the bank confirmed an adjustment in bank deposit rates from 0.4% to 2.5% retroactive to 11/03/2022.

Assuming an average bank interest rate of 2% for FY23, OUA’s projected interest income is restated to:

Type/ Par Value	Purchase Price	Market Price	# of days	Purchase Date	Maturity Date	Yield	FY23 Bud. Int.	Revised Est. Int. FY23
Treasury Note	1,981,125	2,000,000	300	11/04/22	08/31/23	4.55 %	Nil	\$45,925
Money Market	3,067,670	3,067,670	365	Open	Open	2.0%	\$12,270	\$56,241
Bank A/C	5,500,000	5,500,000	365	Open	Open	2.0%	\$20,163	\$98,833
				<b>Estimated</b>	<b>FY23</b>	<b>Int.</b>	<b>\$32,433</b>	<b>\$200,999</b>



Attached are copies of the following documents:

- OUA Investment Policy
- Florida Statue 218.415 – Local Government Investment Policies.
- OUA FY22 Continuing Professional Education (CPE) certificate of Investment Officer – State requirement.
- OUA FY22 Public Depositor Annual Report – State requirement.

# OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 24

JANUARY 17, 2023

## CITY PARCEL

The City of Okeechobee has declared this parcel as surplus to City needs and has asked the OUA if it has a need for this parcel.

The parcel is located on the corner of SE 5<sup>th</sup> Street and SE 2<sup>nd</sup> Avenue, next to Gator Security.



**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 25

JANUARY 17, 2023

**FORMER BOY'S SCHOOL PROPERTY**

Please see attached a form letter of support to transfer ownership of Parcel 1 as shown on the Exhibit. IF the request is approved, ownership would transfer from the State of Florida to the IRSC/OCEDC/BOCC team.

The development of this parcel would include continued utility services from the OUA. Additionally, an active neighbor as opposed to abandoned buildings will also benefit the OUA.

Please review the draft letter. If approved, OUA staff will edit and print the letter on OUA letterhead and prepare it for OUA Board Chairman execution.



# OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 26

JANUARY 17, 2023

## TREASURE ISLAND ENGINEERING PROPOSAL

Kimley-Horn and Associates, Inc. has provided for review a Master Service Agreement, Scope of Work, Exhibits and Fee Schedule to complete the design, permitting and bidding for the Treasure Island project. While the scope includes construction services and project close-out, fees cannot be calculated at this time since the number and scope of project work is not known.

OUA staff have reviewed each set of documents submitted and have offered several changes with each review. The attached documents appear to be factual and complete.

Kimley-Horn representatives will be at the meeting to present their documents and will be able to respond to OUA Board member questions, comments and concerns.

Upon review and discussions, OUA staff is requesting OUA Board direction to either accept and approve the Kimely-Horn submittal or to direct staff move on from Kimley-Horn and begin negotiations with Eckler Engineering.

If Kimley-Horn, then OUA staff recommends approval of:

**The Kimley-Horn and Associates, Inc. Master Services Agreement,**

then

**The Kimley-Horn and Associates, Inc. Scope of Work and Fee Schedule for the Treasure Island Septic to Sewer Project.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 27

JANUARY 17, 2023

**SWSA MASTER PUMP STATION CHANGE ORDER NO. 1**

Please see attached Change Order No.1 for the SWSA Master Pump Station (MPS) project. This change order is for some minor onsite piping/fitting's changes, the deletion of the perimeter fence (which will be installed in the vacuum station construction) and some owner purchased equipment (saving the sales tax expense only). Detailed information is in the attachment.

The Owner purchased equipment:

Wastewater Pumps & Accessories	\$176,504.00	Tax Savings	\$10,640.24
Onsite Generator	\$ 87,850.00	Tax Savings	\$ 5,321.00
Odor Control Equipment	\$107,000.00	Tax Savings	\$ 6,470.00

OUA staff is recommending approval of the Owner purchased equipment and as applied to the SWSA MPS Change Order No. 1 (deductive) to Felix Associates of Florida, Inc. in the amount of \$417,283.28.

# OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 28

JANUARY 17, 2023

## **SWSA PROJECT 2 BID RESPONSE**

Bids were received on January 5, 2023, and publicly opened at 3PM. Bidding was advertised in the local paper, electronically by email and by posting on DemandStar. At the time advertised, three bid were received and opened. The attached recommendation of award letter from SEC lists the three bidders and their bids.

After review of the bid packages, reference checks and content confirmation, Hinterland Group, Inc., appears to have submitted the lowest most responsive bid at \$11,954,105.00. The original USDA loan package had three elements to pay for the project:

USDA Loan \$7,508,000

USDA Grant \$ 883,000

OUA/FDEP \$2,664,091

The USDA loan package an estimate for construction at \$9,539,178, or \$2,414,927 less than the bid. Additionally, the USDA package did not contain any construction contingency money, so at 7.5%, that will add \$896,558 to the project budget. These increases will add to the Project 2 budget a total of \$3,311,485. To make up the difference, the OUA has a choice to change the USDA loan parameters to make up the difference, or, to increase the OUA contributed amount from FDEP grant monies that have been allocated for another project. The changes to the USDA package will take a lot of time and put other constraints on the project timeline. This delay may be cause for rebidding the project which in turn may increase the base bid.

An alternative is to increase the FDEP grant money from the original pledge of \$2,664,091 to \$5,975,576.

In consideration of potentially what a USDA delay will cost the project in time and money, OUA staff is recommending to move allocated grant money from the Okee-Tantie project to Project 2. When the design is nearing completion for Okee-Tantie, then decide how much SRF loan/grant money to seek. Since this effort will be done in conjunction with the design effort, it should not delay the Project 3 completion date.

The project engineer has completed the review of the bid packages, created a bid tabulation, the review/recommendation and OUA project construction budget information has been sent to USDA for review and or approval.

OUA staff is requesting approval of the bid tabulation as attached listing Hinterland Group, Inc. as the apparent low bid.

Secondly, OUA staff is requesting a contingent approval of the attached Recommendation of Award made to Hinterland Group, Inc. in the amount of \$11,954,105.00. The contingency being execution of the award letter being withheld until a USDA approval has been received.

# **OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 29

JANUARY 17, 2023

## **SWSA SANITARY FORCE MAIN – GOPHER TORTOISE**

As noted in previous meetings, the sanitary force main linking the SWSA master pump station to OUA NW-15 pump station has encountered a gopher tortoise enclave. This tortoise area was not identified during permitting or design and were found during the clearing operation of the pipeline route just prior to pipe installation.

The OUA has engaged Sumner Engineering & Consulting, Inc., the project engineer, to permit the temporary relocation of the gopher tortoises so that pipeline construction can be completed in the impacted area. SEC has directed the environmental staff from Jones Edmunds to assist in this endeavor.

To date, the OUA has acquired permits to relocate up to 18 tortoises in the proposed pipeline area.

Please see attached proposal from Jones Edmunds to locate, temporarily relocate and then produce an after action report for GFC.

OUA staff is requesting approval of the Jones Edmunds proposal a not to exceed fee of \$17,400.00.

# OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 30

JANUARY 17, 2023

## LPA0415 AGREEMENT

The OUA is in receipt of LPA0415 Agreement (emailed on Jan 11, 2023). This agreement allocates up to \$3,500,000 for the Treasure Island Septic to Sewer project. OUA staff have requested a slight modification to the distribution on money.

Task No.	Task Title	Budget Category	Grant Amount	Task Start Date	Task End Date
1	Pre-Design Study	Contractual Services	\$175,000	07/01/2022	3/31/2026
2	Preconstruction Activities	Contractual Services	\$255,000	07/01/2022	3/31/2026
3	Bidding and Contractor Selection	Contractual Services	\$35,000	07/01/2022	3/31/2026
4	Project Management	Contractual Services	\$1,143,000	07/01/2022	3/31/2026
5	Construction	Contractual Services	\$1,442,000	07/01/2022	3/31/2026
6	Land Acquisition	Contractual Services	\$450,000	07/01/2022	3/31/2026
Total:			\$3,500,000		

### Proposed Modifications

The redistribution will not change the total (\$3,500,000), but when compared to the distribution in WG018 and the proposed Kimley-Horn fee schedule, this redistribution makes better use of LPA0415 money.

At the time of Board packages going out, OUA staff did not hear back from FDEP staff.

If the changes are not approved, the OUA will work with what is presented and will request a movement of the money at a later date if needed.

**OUA staff is requesting authorization for the OUA Board Chairman and OUA Staff to execute the LPA0415 Agreement and modifications.**

# **OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 31

JANUARY 17, 2023

## **AMI PROJECT**

At a previous OUA Board meeting, the OUA Board elected to reject the bids for construction of the AMI system. Letters confirming this action have been sent to all bidders.

OUA staff is requesting permission to send to both the SRF and SFWMD notifying them of the cancellation of the project and the return of loan/grant monies.

If in the future, if the OUA Board would reconsider the project, then OUA staff will begin the loan/grant process again.

Action needed is to direct staff to notify the SRF and SFWMD staff of the cancellation of all pending loan/grant applications for the AMI project.

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 32

JANUARY 17, 2023

**PUBLIC COMMENTS**



**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 33

JANUARY 17, 2023

**ITEMS FROM THE ATTORNEY**

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 34

JANUARY 17, 2023

### ITEMS FROM THE EXECUTIVE DIRECTOR

#### **Southwest Wastewater Service Area**

- Project 1 Design of the pump station & force main
  - Master Pump Station (MPS)
    - MPS Construction – construction has begun
      - Notice to Proceed: February 20, 2022
      - Substantial: February 19, 2023 (365 calendar days)
      - Final: April 20, 2023 (425 calendar days)
  - Master Force Main (MFM)
    - MFM Construction – Under construction
      - Notice to Proceed: May 23, 2022
      - Substantial: December 19, 2022 (210 calendar days)
      - Final: January 18, 2023 (240 calendar days)
    - Expected Change Order for time due to gopher tortoise issue
  - Force Main SE2 Interconnect
    - Anticipated bid advertisement Spring 2023
- Project 2 Collection System
  - Award recommendation up for consideration today
- Project 3 Okee-Tantie
  - Anticipated bid advertisement Summer 2023

#### **Pine Ridge Park Utility Improvements**

- Notice to Proceed issued June 21, 2022
- Substantial Completion August 19, 2023 (425 calendar days from issuance NTP)
- Final Completion September 18, 2023 (455 calendar days from issuance NTP)

#### **SW 5<sup>th</sup> Ave Wastewater System Improvements**

- Awaiting new engineer proposal

#### **Orange Loop BHR Gravity Collection System Improvements**

- Project under construction

#### **NW 5<sup>th</sup> Street Gravity Collection System Improvements**

- Project under construction

#### **US441SE Water Main Extension**

- Early design stage

#### **Treasure Island Septic to Sewer Project**

- Engineering Agreement up for consideration today

Meeting with State Senator Grall on January 11, 2023

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 35

JANUARY 17, 2023

**ITEMS FROM THE BOARD**