

OKEECHOBEE UTILITY AUTHORITY

MEETING AGENDA

November 8, 2021

9:00 A.M.

1. Call the Meeting to Order
 - Pledge of Allegiance
 - Determination of Voting Members
 2. Meeting Minutes from October 11, 2021
 3. **Consent Agenda**
 4. Finance Report
 5. Invoice from Holtz Consulting Engineers, Inc. – FDOT Water Main Replacement US441SE
 6. Invoice from Invoice from Thorn Run Partners
 7. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual
-
8. US 441SE Water Main Adjustment
 9. Conners Gables Engineering Proposal
 10. NW 5th Street Gravity Sewer
 11. NW 26th Avenue WM Update
 12. NW 16th Avenue WM Proposal
 13. State Delegation Hearing
 14. Approval of Board of County Commissioners Invoice
 15. Chamber of Commerce Water Billing
 16. Public Comments
 17. Items from the Attorney
 18. Items from the Executive Director
 19. Items from the Board

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 1

NOVEMBER 8, 2021

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 nd Vice Chairperson	_____	_____
Tabitha Trent –Vice Chairperson	_____	_____
Glenn Sneider - Alternate	_____	_____

FUTURE MEETING OF OUA BOARD

December 13, 2021 – 9:00 A.M.

FUTURE HOLIDAYS FOR OUA STAFF

Thursday, November 11, 2021 – Veterans Day

Thursday, November 25, 2021 – Thanksgiving

Saturday, December 24, 2021 – Christmas Eve

Sunday – December 25, 2021 – Christmas Day

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 2

NOVEMBER 8, 2021

MEETING MINUTES

Attached are copies of the minutes of the meetings held on October 11, 2021.

Unless the Board determines a correction is required to the minutes, Staff recommends the approval of the meeting minutes from October 11, 2021 as presented.

OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES
Monday, October 11, 2021 8:30 A.M.
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida

Chairperson Creasman called the meeting to order at 8:31 A.M.

Chairperson Creasman addressed Agenda Item No. 1, the following Okeechobee Utility Authority Board Members were present:

Board Members:

Melanie Anderson*
Tommy Clay*
John Creasman*
Steve Nelson*

Alternates:

Jeff Fadley*
Harry Moldenhauer

Absent:

Glenn Sneider
Tabitha Trent

*Voting Board Members

**Voting in Steve Nelson's Absence

OUA Members:

John Hayford
George Gall

Tom Conely
Michelle Willoughby

Chairperson Creasman determined the voting members and led all participating attendees and visitors in the Pledge of Allegiance

Chairperson Creasman addressed Agenda Item No. 2 'Meeting Minutes from September 13, 2021. Motion by Tommy Clay to approve the Meeting Minutes from September 13, 2021 as presented. Second by Melanie Anderson. Vote unanimous (4), motion carried.

Chairperson Creasman addressed Agenda Item No. 3 'Employee Recognition'. Chairperson Creasman presented Joshua Jenkins with a check and a Certificate of Appreciation for his 15 years of service to the OUA. *Steve Nelson enters at 8:34 A.M.*

Chairperson Creasman addressed Agenda Item No. 4 'Consent Agenda'. Executive Director Hayford added three invoices from Sumner Engineering & Consulting, Inc. Motion by Steve Nelson to approve the Consent Agenda as amended.

Consent Agenda Item No. 5 'Finance Report for the period ending September 30, 2021

Consent Agenda Item No. 6 'Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part B and C) in the amount of \$7,275.54

Consent Agenda Item No. 7 'Invoice from Sumner Engineering & Consulting, Inc. – SW

- Wastewater Service Area Project (Part D) in the amount of \$4,471.25
- Consent Agenda Item No. 8 'Invoice from Sumner Engineering & Consulting, Inc.– SW Wastewater Service Area Project (Part E) in the amount of \$68,144.82
- Consent Agenda Item No. 9 'Invoice from Sumner Engineering & Consulting, Inc. – SW 5th Avenue Sewer in the amount of \$1,355.94**
- Consent Agenda Item No. 10 'Eckler Engineering, Inc. – Pine Ridge Park Utility Improvement in the amount of \$15,009.05
- Consent Agenda Item No. 11 'Invoices from OneWater, Inc. – Lakeview Estates WWTP in the amounts of \$6,150.00**
- Consent Agenda Item No. 12 'Sumner Engineering & Consulting, Inc.– SW Wastewater Service Area Project (AACE Invoice) in the amount of \$5,068.00**
- Consent Agenda Item No. 13 'Pay Application No. 6 from PRP Construction Group, LLC – Oak Lake Estates in the amount of \$78,902.74
- Consent Agenda Item No. 14 'Invoice from Raftelis in the amount of \$8,648.82
- Consent Agenda Item No. 15 'Invoice from Thorn Run Partners in the amount of \$3,500.00'
- Consent Agenda Item No. 16 'Invoice from MacVicar in the amount of \$250.00'

Chairperson Creasman addressed Agenda Item No. 17 'SW 5th Avenue Gravity Sewer Replacement' Executive Director Hayford advised that OUA had authorized a company to clean, televise and determine a need for a gravity sewer lateral on repair, the sewer lateral is on SW 5 Avenue. OUA staff attempted to secure a quote for repair from the company doing the initial work. They could do the repair needed. OUA staff contacted two other firms Shenandoah and B&B Site Development. Shenandoah proposes to repair the lateral by lining the existing pipe. This repair is a repair to the existing pipe and does not take away from the interior flow area of the piping system. Their proposal came in at \$14,500.00. B&B Site Development proposes to replace the existing piping system with new piping and provide complete restoration \$21,480.00. Motion by Tommy Clay to approve the B&B Site Development Proposal in the amount of \$21,480.00. Second by Steve Nelson. Vote unanimous (40), motion carried.

Chairperson Creasman addressed Agenda Item No. 18 'Proposed WM Improvements– Connors Gable' Executive Director Hayford discussed the 'Approved' water main project that was brought to the OUA Board in July 2021. Since that time, OUA staff reviewed existing water mains in the area as well as possible future extensions and created a list of customers. Letters were mailed apprising them of the approved water main extension and asked if they would like service extended to their property. They were given stamped pre-addressed envelopes and were asked to respond as either in favor or not. Three additional positive responses were received. OUA staff considered the installation of a water main (±685 LF) for SE 35th Terrace at an estimated cost of \$28,600. The SE 35th Street 8 inch water main extension has an estimated cost of \$52,600, bringing the total construction cost to

an estimated value of \$81,200. The original approved project was at \$21,000, which for an additional \$60,000 would complete SE 5th Street and most of SE 35th Terrace. The completed project will add one customer from the Approved and three customers from the Proposed projects. Motion by Tommy Clay to water improvements in Conners Gable in the amount of \$81,000.00 Second by Steven Nelson. Vote unanimous (40), motion carried.

Chairperson Creasman addressed Agenda Item No 19 'Proposed NW 37th Avenue WM Improvements – Basswood'. Executive Director Hayford advised that the property owner of 3966 NW 37th Avenue has requested water service. The property is approximately 500 feet from the nearest water main. At this time OUA staff has not contacted the three other potential customers to see if they are interested. This proposed project would have approximately 500 LF of 2-inch piping to complete the road. Executive Director Hayford advised that letters could be sent to the other potential customers. OUA staff prepared a cost estimate to install approximately 500 LF of 2-inch piping at an estimated cost of \$11,000.00. Motion by Tommy Clay to approve the installation of the 2" water main at the estimated cost of \$11,000.00. Second by Steve Nelson. Vote unanimous (40), motion carried.

Chairperson Creasman addressed Agenda Item No 20 'Proposed NW 26th Avenue WM Improvements – Basswood'. Executive Director Hayford advised that the property owner of 3747 NW 26th Avenue has requested water service. The property is approximately 500 feet from the nearest water main. At this time OUA staff has not contacted the three other potential customers to see if they are interested. Executive Director Hayford explained that generally in Basswood area, the OUA installs approximately 600 LF of 2-inch piping, a fire hydrant and then 500 LF of 2-inch piping to complete the road. However, there is only one existing house on this road past the subject property. It would not be cost effective to extend the piping for one house. OUA staff prepared a cost estimate to install approximately 500 LF of 2-Inch piping at an estimated cost of \$11,000.00. Motion by Tommy Clay to approve the installation of the water main and fire protection at the estimated cost of \$22,000.00. Second by Steve Nelson. Vote unanimous (40), motion carried.

Chairperson Creasman addressed Agenda Item No. 21 'Oak Lake Estates Change Order'. Executive Director Hayford advised that contractor (PRP Construction Group) for the Oak Lake Estates project has requested some time due to weather and COVID-19 delays. PRP has requested these days based upon the presumption that these delays were beyond their control. The delays were resultant from environmental (rain) and pandemic (COVID-19). The board was provided the response from the OUA engineer (Jeff Sumner, Sumner Engineering & Consulting, Inc.) which outlines the delays and resultant recommended days allowed for the delay. Executive Director Hayford explained that the engineer of record for the stormwater portion of the project, Stefan Matthes, of Culpepper & Terpening, has worked closely with SEC to prepare this letter. Both engineering groups have concluded this time request is fair with respect to the loss. The procedure is in compliance with project documents. Executive Director Hayford advised the board that Culpepper & Terpening will

present this same time request to the BOCC on Tuesday, October 12. The board was provided Change Order No. 1 which allows for 52 additional calendar days at no cost to the Contract Price. Motion by Tommy Clay that Change Order No. 1 be approved with the condition of approval by the BOCC. Second by Steve Nelson. Vote unanimous (40), motion carried.

Chairperson Creasman addressed Agenda Item No 22 'Public Comments' There were none

Chairperson Creasman addressed Agenda Item No 23 'Items from the Attorney' There were none

Chairperson Creasman addressed Agenda Item No. 24 'Items from the Executive Director' Executive Director Hayford gave an update on current projects.

Chairperson Creasman addressed Agenda Item No 25 'Items from the Board' Chairperson Creasman requests the board discuss the current Board Meeting days and times as a brief discussion regarding the time change. Motion by Steve Nelson to move the Board Meeting to 9:00 A.M. on the 2nd Monday of the month. Second by Tommy Clay. Vote unanimous (40), motion carried.

There being no other business, meeting adjourned at 9:41 A.M.

PLEASE TAKE NOTICE AND BE ADVISED that if a person decided to appeal any decision made by the Okeechobee Utility Authority with respect to any matter considered at this meeting, he/she may need to ensure that verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. A copy of this meeting is on file in the Executive Director's office.

Chairperson

Executive Director (Secretary)

OKEEHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 3

NOVEMBER 8, 2021

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:

Agenda

4. Finance Report
5. Invoice from Holtz Consulting Engineers, Inc. – FDOT Water Main Replacement US441SE
6. Invoice from Thorn Run Partners
7. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 4

NOVEMBER 8, 2021

CONSENT AGENDA

FINANCE REPORT

Attached for your review is a copy of the Finance Report for the period ending October 31, 2021.

Okeechobee Utility Authority

Finance Report

Fiscal Year 2022

As of

The Period Ending

October 31, 2021

OKEECHOBEE UTILITY AUTHORITY
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Detail of Other Operating Revenue	Page 16

Okeechobee Utility Authority
Executive Summary
Prepared by Finance Director

The accompanying Finance Report is for the first month of FY2022. It is presented for your review and information. There may be invoices received at a later date that when paid, may change these results.

For the first month of fiscal year 2022, actual YTD operating revenues are \$952,107 which is \$18,422 greater than the budgeted operating revenues. YTD operating expenses that have been paid are \$304,448 which is \$360,767 lower than budgeted operating expenses. Restricted revenues are \$6,704 greater than budget. Based on this limited data, and that there is an extensive operating expense variation, staff cannot project a budget trend at this time.

**OKEECHOBEE UTILITY AUTHORITY
BUDGET SUMMARY COMPARISON**

	Operating Revenues			Operating Expenses			Cumulative YTD Operating Budget Variance	Restricted Revenues			Cumulative YTD Restricted Budget Variance
	Actual YTD	Budget YTD	% Variance	Actual YTD	Budget YTD	% Variance		Actual YTD	Budget YTD	% Variance	
Oct-20	952,107	933,685	2.0%	304,448	665,215	54.2%	379,190	16,943	10,239	65.5%	6,704
Nov-20											
Dec-20											
Jan-21											
Feb-21											
Mar-21											
Apr-21											
May-21											
Jun-21											
Jul-21											
Aug-21											
Sep-21											

Utility billing accounts receivable over 90 days past due increased \$23,675 to \$115,467 from October 31, 2020 to October 31, 2021.

If you have any questions, please contact me.

Respectfully,

George Gall

Okeechobee Utility Authority
FY 2022 Finance Report for October 31, 2021
The Period Ending

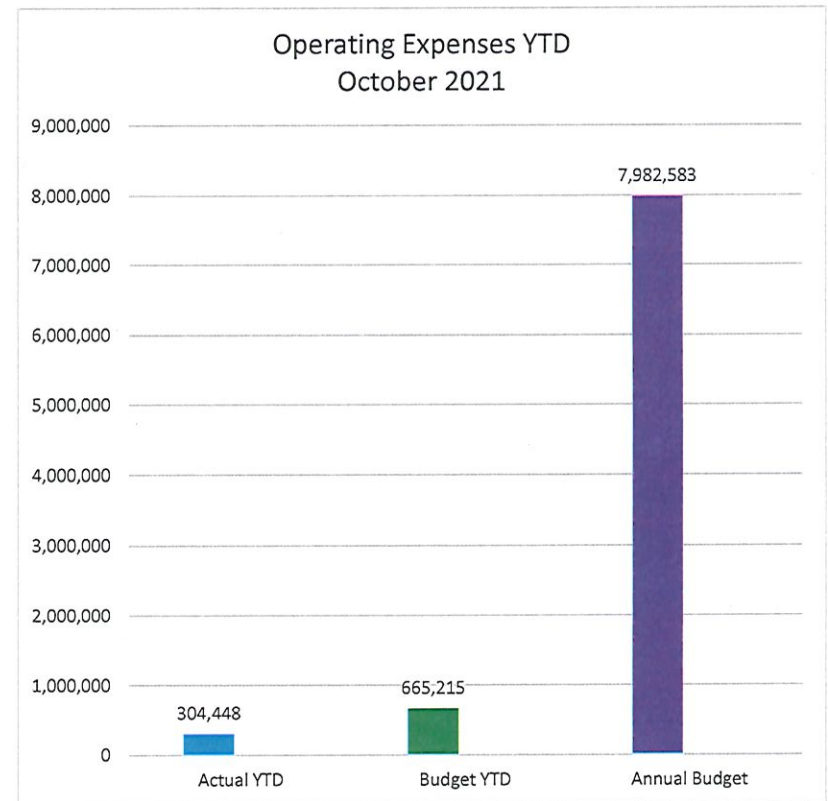
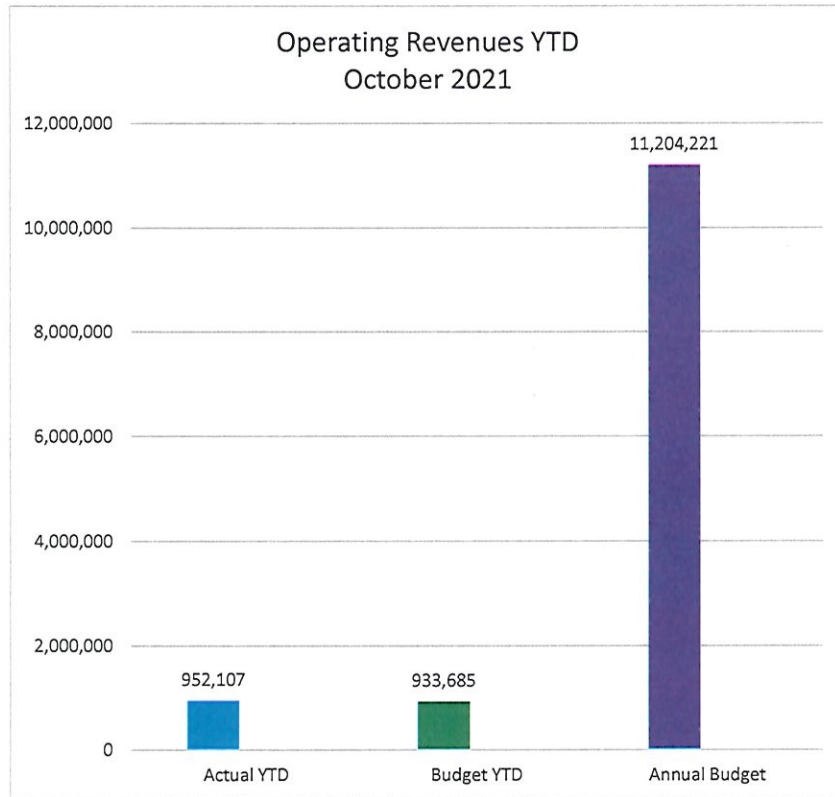
OPERATING REVENUE FUND

	Actual YTD	Budget YTD	\$ Variance	% Variance
OPERATING REVENUE RECEIVED:				
Water	\$ 574,183	\$ 556,954	\$ 17,229	3.1%
Sewer	\$ 345,403	345,143	260	0.1%
Other Operating Revenue (see detail on page 16)	\$ 30,282	29,909	373	1.2%
Interest Income-non restricted	\$ 2,240	1,680	560	33.3%
Total Operating Revenue Received	<u>\$ 952,107</u>	<u>\$ 933,685</u>	<u>\$ 18,422</u>	<u>2.0%</u>
OPERATING EXPENSES				
Water	\$ 48,769	\$ 141,007	\$ 92,238	65.4%
Wastewater	\$ 36,542	94,925	58,383	61.5%
Meter Readers	\$ 16,381	23,128	6,748	29.2%
Maintenance	\$ 104,554	204,133	99,579	48.8%
Administration Operating	\$ 54,505	113,049	58,544	51.8%
General & Admin.	\$ 43,696	76,473	32,777	42.9%
Contingency Expense	\$ -	12,500	12,500	0.0%
Total Operating Expenses Paid (3) (4) (5) (6)	<u>\$ 304,448</u>	<u>\$ 665,215</u>	<u>\$ 360,767</u>	<u>54.2%</u>
Net Operating Income	<u>\$ 647,659</u>	<u>\$ 268,470</u>	<u>\$ 379,190</u>	<u>141.2%</u>

RESTRICTED REVENUE FUNDS

RESTRICTED REVENUE FUNDS RECEIVED:				
Fire Hydrant Fund Fee	\$ 7,448	\$ 7,270	\$ 178	2.5%
Water CC Fees (infill)	\$ 5,421	869	4,552	524.0%
WW CC Fees (infill)	\$ 2,730	810	1,920	237.0%
Interest Income-restricted	\$ 1,344	1,290	54	4.1%
TOTAL RESTRICTED REVENUE (1) (2)	<u>\$ 16,943</u>	<u>\$ 10,239</u>	<u>\$ 6,704</u>	<u>65.5%</u>
NET OPERATING INCOME & RESTRICTED REVENUE	<u>\$ 664,602</u>	<u>\$ 278,709</u>	<u>\$ 385,894</u>	<u>138.5%</u>

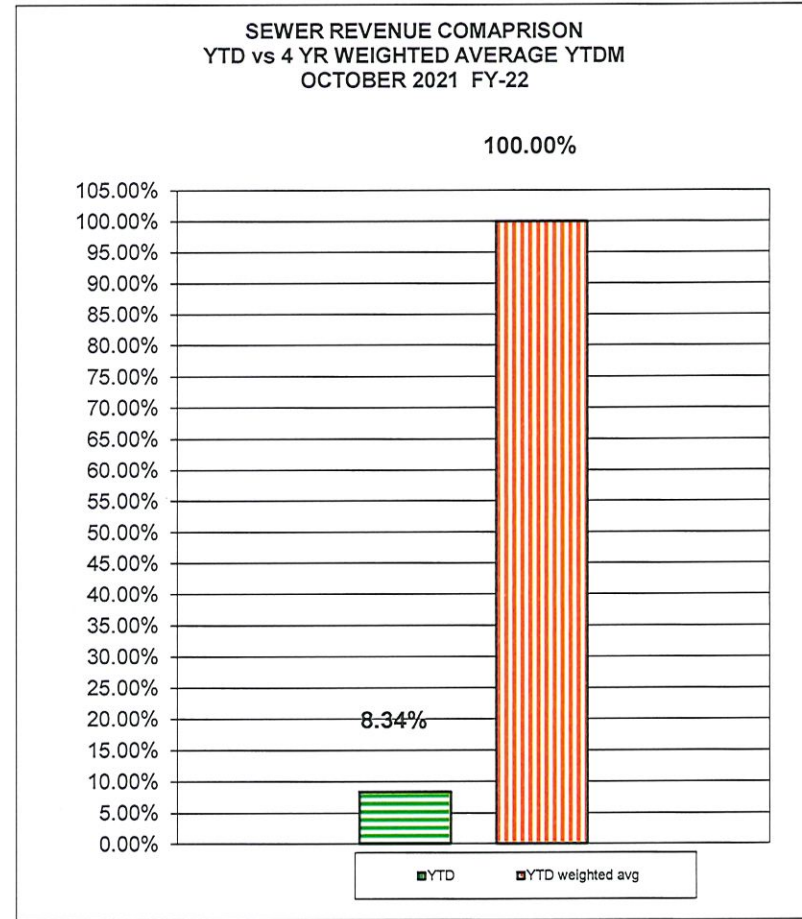
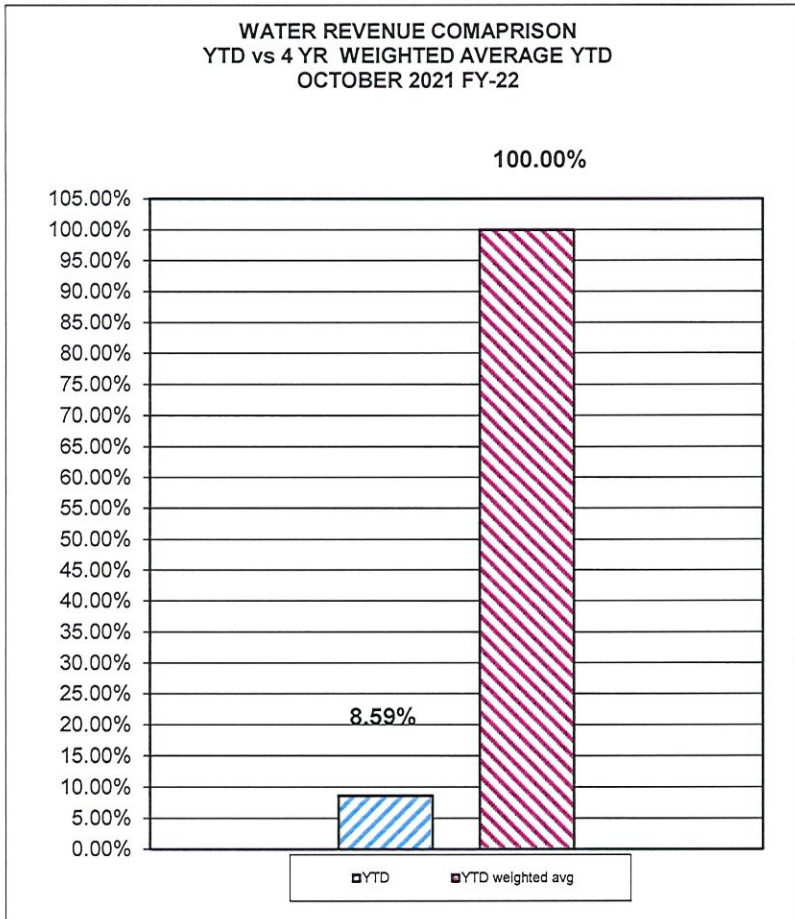
NOTES: Above Revenue and Expense does not include the following:	Actual YTD	Annual Budget	Variance
(1) Grant funds & state appropriations of:	\$0	\$7,004,674	(7,004,674)
(2) Contributed capital of:	\$0	\$0	0
(3) Debt service interest expense	\$29,738	\$356,854	327,116
(4) Debt service principal payments of:	\$0	\$2,073,096	2,073,096
(5) Non-cash depreciation & amortization of:	\$222,258	\$2,712,600	2,490,342
(6) Net Construction In Progress (CIP) Expenditures of:	\$15,801		
Net Cash Used	<u>\$45,539</u>		



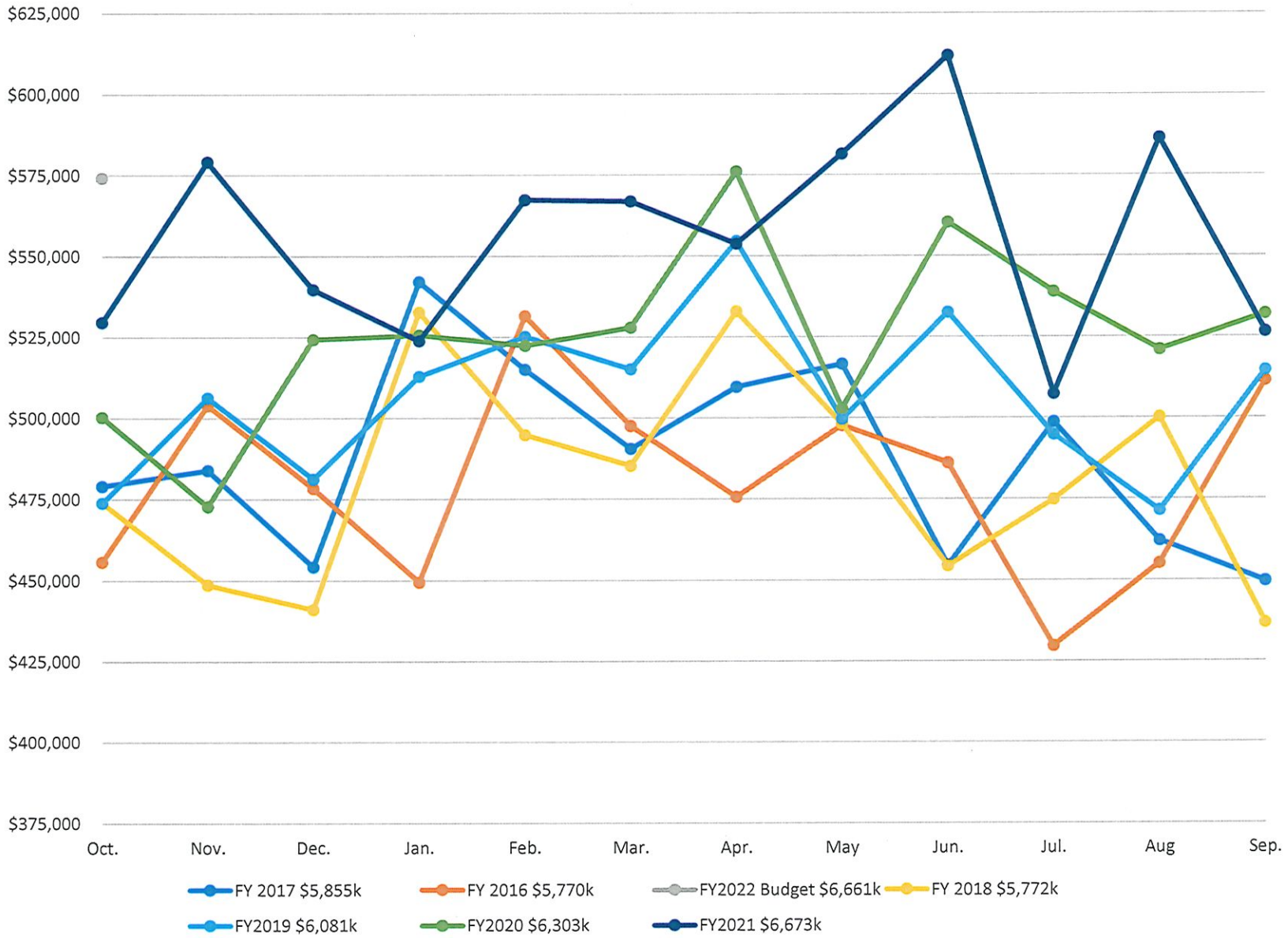
**Current FY-22 Water and Sewer Utility Revenue
Monthly & YTD Revenue and Difference from 4Yr Weighted Average (in \$)**

WATER UTILITY REVENUE:			Monthly \$ Difference From 4 Year Weighted Average of	% Current YTD To Budget Water Revenue	4 Yr Weighted Average %
Period	YTD	\$ 6,353,369	\$6,683,443		
Oct.	574,183	574,183	\$ 70,168	8.59%	7.97%
Nov.					15.85%
Dec.					23.85%
Jan.					32.49%
Feb.					40.99%
Mar.					49.40%
Apr.					58.50%
May					66.77%
Jun.					75.30%
Jul.					83.66%
Aug.					91.81%
Sep.					100.00%
SEWER UTILITY REVENUE:			Monthly \$ Difference From 4 Year Weighted Average of	% Current YTD To Budgeted Sewer Revenue	
			\$ 3,918,848	\$4,141,713	
Oct.	\$ 345,403	345,403	\$ 27,060	8.34%	8.17%
Nov.					16.15%
Dec.					24.43%
Jan.					33.12%
Feb.					41.82%
Mar.					50.30%
Apr.					59.36%
May					67.28%
Jun.					75.59%
Jul.					83.89%
Aug.					91.83%
Sep.					100.00%

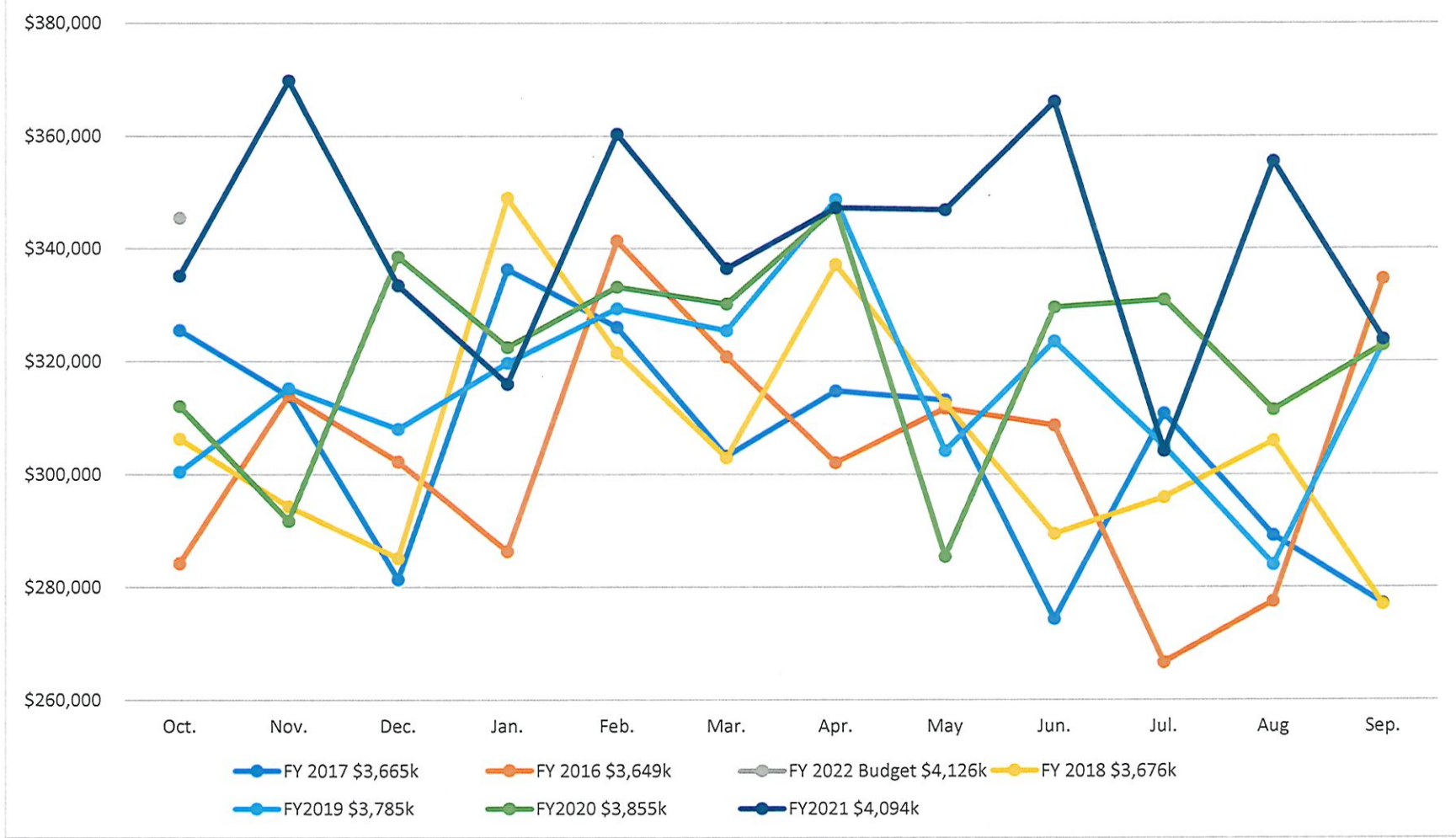
WATER AND SEWER REVENUE COMPARISON YEAR TO DATE vs 4 YEAR WEIGHTED AVERAGE YEAR TO DATE



Actual Water Revenue Comparison



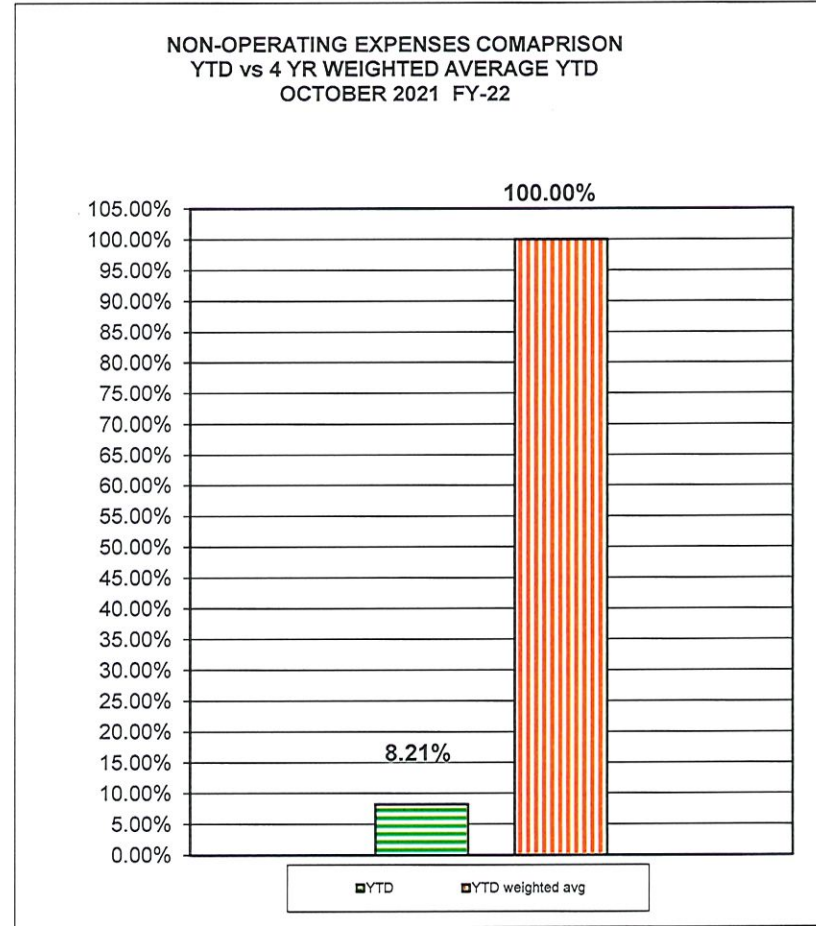
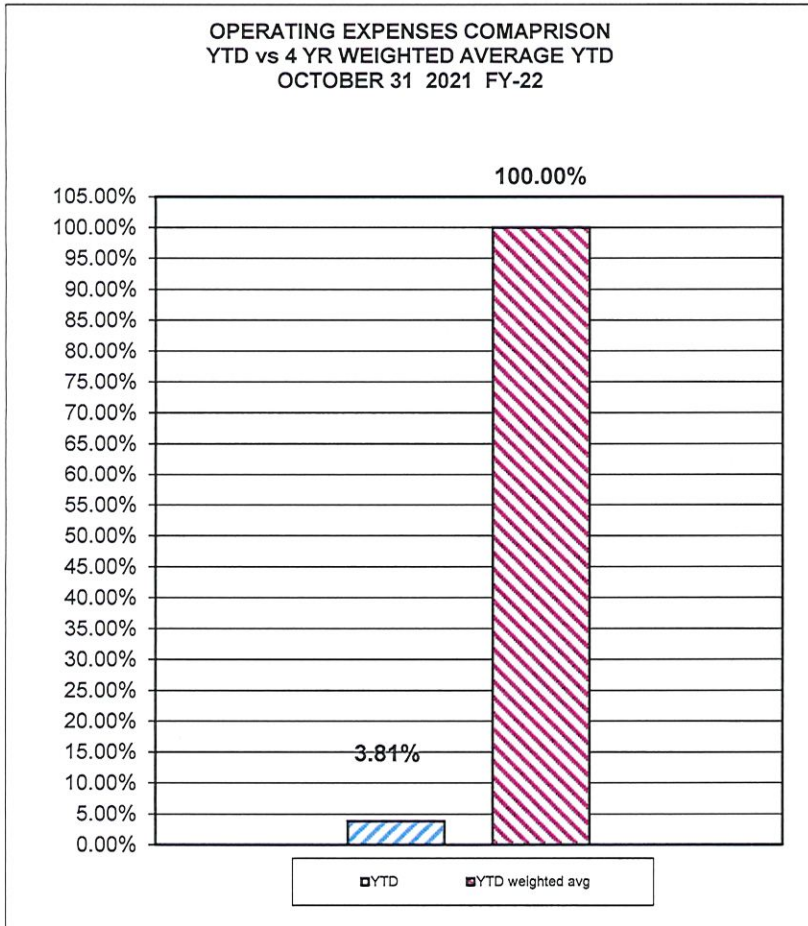
Actual Wastewater Revenue Comparison



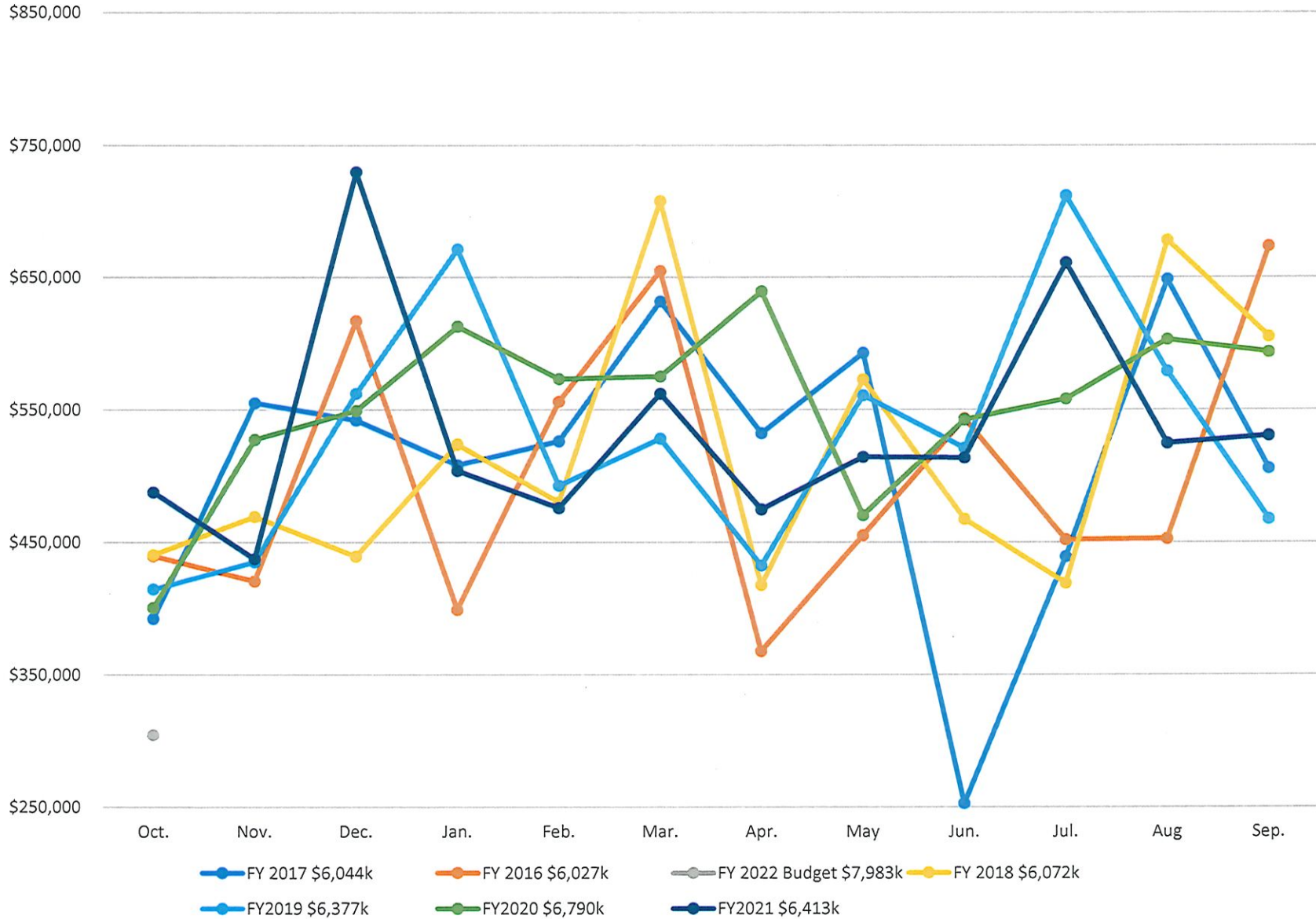
**Current FY-22 Operating & Non-Operating Expenses,
Monthly & YTD Expense and Difference from 4Yr Weighted Average (in \$)**

OPERATING EXPENSES:		\$ Difference For the Month From 4 Year Weighted Avg of	% Current YTD To Budgeted	4 Yr Weighted Average
<u>Period</u>	<u>YTD</u>	\$	Operating Exp.	
		\$ 6,484,908	\$7,982,583	
Oct.	\$ 304,448	\$ (137,422)	3.81%	6.78%
Nov.				14.34%
Dec.				22.82%
Jan.				31.94%
Feb.				40.05%
Mar.				50.00%
Apr.				57.12%
May				66.16%
Jun.				73.46%
Jul.				82.17%
Aug.				92.02%
Sep.				100.00%
NON-OPERATING EXPENSES:		\$ 3,151,769	\$3,069,454	
Oct.	\$ 251,996	\$ (4,911)	8.21%	8.20%
Nov.				16.40%
Dec.				24.70%
Jan.				32.99%
Feb.				41.20%
Mar.				49.42%
Apr.				57.60%
May				65.74%
Jun.				74.08%
Jul.				82.41%
Aug.				90.72%
Sep.				100.00%

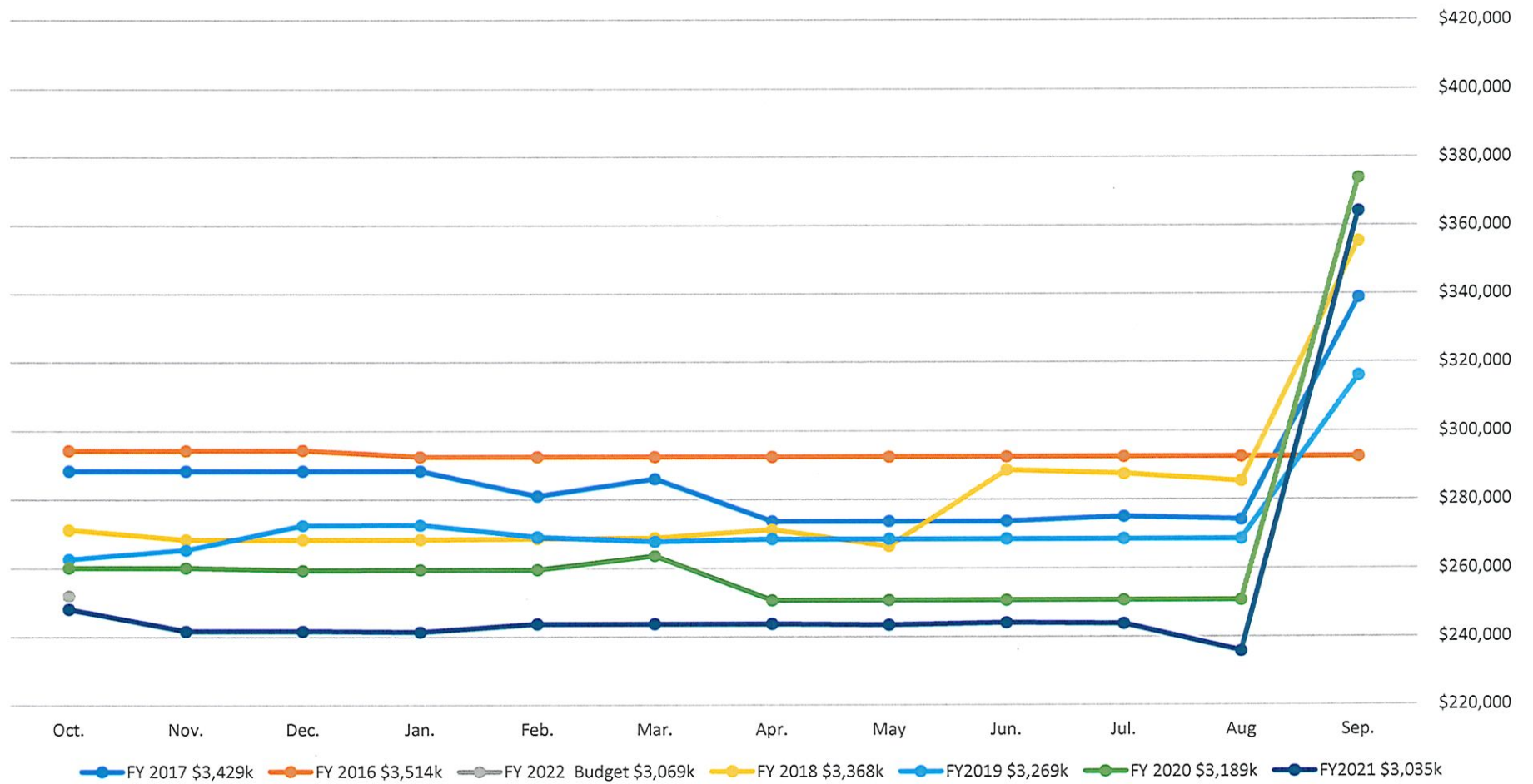
OPERATING AND NON-OPERATING EXPENSE COMPARISON YEAR TO DATE vs 4 YEAR WEIGHTED AVERAGE YEAR TO DATE



Actual Operating Expense Comparison



Actual Non Operating Expense Comparison



	B	T	W	X	Y	Z	AB	AC	AD
84	Okeechobee Utility Authority		Audit		Audit		OUA prepared		OUA prepared
85	Statement of Cash Flows								
86	Basis of Accounting		Accrual Basis for Revenues		Accrual Basis for Revenues		Accrual Basis for Revenues		Accrual Basis for Revenues
87			Accrual Basis for Expenses		Accrual Basis for Expenses		Accrual Basis for Expenses		Cash Basis for Expenses
88									
89			Sept 30, 2019		Sept 30, 2020		Sept 30, 2021		October 31, 2021
90			12 Months		12 Months		12 Months		1 Month
91									
92	Cash Flows from Operations								
93	Operating Income		1,192,903		1,137,636		2,021,220		423,161
94	Depreciation & Amortization		2,804,190		2,746,474		2,630,853		222,258
95	Increase (decrease) in cash from changes in accounts receivable		(4,715)		(416,787)		89,839		403,083
96	Increase (decrease) in cash from changes in accounts payable		508,329		(394,791)		15,521		(369,535)
97	Increase (decrease) in cash from changes in other assets		83,081		372,929		111,258		(326,544)
98	Increase (decrease) in cash from changes in other liabilities		(80,543)		(388,909)		14,853		55,062
99	Cash provided (used) by operations		4,503,245		3,056,552		4,883,544		407,485
100									
101	Cash Flows from Nonoperating Revenues/Expenses								
102	Capital connection fees		191,424		97,282		317,946		15,599
103	Interest revenue		197,248		157,694		47,913		3,584
104	Debt issuance costs		0		(55,500)		0		0
105	Interest expense		(598,589)		(613,093)		(523,113)		(29,738)
106	Cash provided (used) by nonoperating activities		(209,917)		(413,617)		(157,254)		(10,555)
107									
108	Cash Flows from Capital and Financing Activities								
109	Purchase of equipment, computer hardware, technology equipment & contributed capital assets		(481,812)		(342,552)		(471,974)		
110	Construction in progress		(2,499,599)		(4,913,908)		(2,551,029)		(15,801)
111	Acquisition of land, easements and related costs		0		(252,195)		(34,500)		(1,000)
112	Sale of land and equipment		32,431		8,610		29,501		
113	Gain (Loss) on sale of land and equipment		6,432		2,310		37,022		-
114	Bond principal payments		(4,802,237)		(1,287,391)		(2,028,142)		-
115	Grant revenue & FEMA reimbursement		394,358		1,154,965		1,023,033		-
116	Capital contributions from developers		8,772		224,430		78,020		-
117	Cash provided (used) by capital / financing activities		(7,341,655)		(5,405,731)		(3,918,069)		(16,801)
118									
119	Net increase (decrease) in cash and investments		(3,048,327)		(2,762,796)		808,221		380,130
120	This unaudited cash flow statement is subject to adjustments.								
121	The unaudited balance sheet on pages 13 & 14 is subject to adjustments.								

OKEECHOBEE UTILITY AUTHORITY
Statement of Net Assets
10/31/2021

ASSETS

CURRENT ASSETS

Cash and cash equivalents		\$	2,005,972.98
Unrestricted assets:			
Investments			0.00
Interest receivable			0.00
Grants receivable			
Restricted assets:			
Cash and cash equivalents			8,385,387.10
Investments			0.00
Interest receivable			0.00
Receivables:			
Accounts receivable			1,576,823.73
less allowance for uncollectible accounts			-179,761.29
Inventories			570,096.00
Prepaid Expenses			393,030.01
Total current assets			<u><u>12,751,548.53</u></u>

NONCURRENT ASSETS

Capital assets:

Land			2,778,823.11
Utility plants, buildings and equipment			106,471,687.55
			<u>109,250,510.66</u>
Less accumulated depreciation			-49,105,592.82
			<u>60,144,917.84</u>
Construction in progress			2,886,095.62
Total capital assets			<u><u>63,031,013.46</u></u>

Other Assets:

Net Pension Asset			286,195.00
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Deferred Charges:

Deferred Pension Outflows - Actuarial and Prepaid			206,267.00
Deferred loss on bond refunding, net			553,788.00
Total Deferred charges:			<u>760,055.00</u>

Total noncurrent assets			<u><u>64,077,263.46</u></u>
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TOTAL ASSETS		\$	<u><u>76,828,811.99</u></u>
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable	\$	175,408.77
Accrued expenses		92,350.89
Due to other governments		34,232.06
Bonds payable (current)		2,073,095.68
Accrued compensated absences (current)		283,115.44

Payable from restricted assets

Accrued interest		33,427.25
Customer Deposits		648,004.57

Total current liabilities		<u>3,339,634.66</u>
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NONCURRENT LIABILITIES

Long-term portion of bonds payable, net		16,922,603.84
Accrued OPEB payable		50,665.00
Net Pension Liability and Deferred Pension Inflow		571,809.00
Unearned revenues:		

Developer agreements		424,402.36
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Total noncurrent liabilities		<u>17,969,480.20</u>
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TOTAL LIABILITIES

<u>21,309,114.86</u>

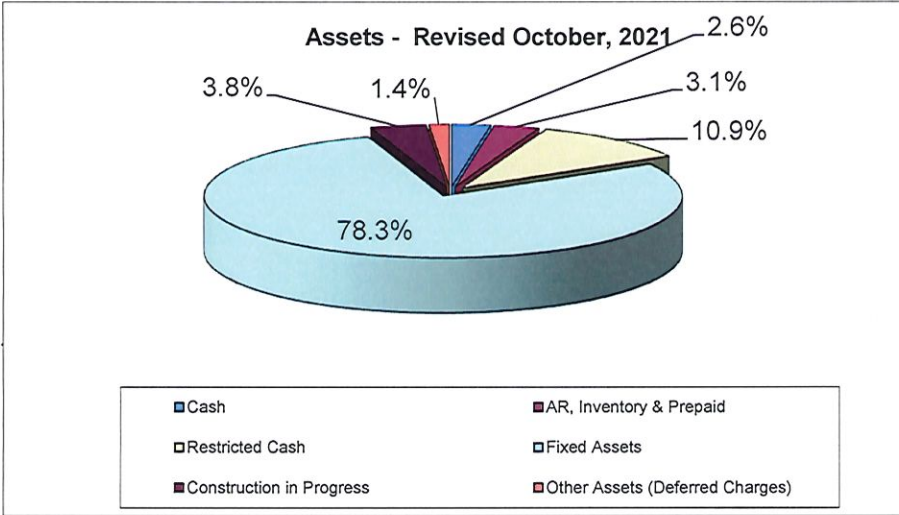
NET POSITION

Invested in capital assets, net of related debt		42,498,667.00
Restricted for capital projects		2,168,736.00
Restricted for debt service		99,091.00
Restricted for Rate Stabilization		1,890,225.00
Restricted for Pension Benefits		286,195.00
Unrestricted		8,164,177.01
YTD Surplus of Revenue over Expenses		412,606.12

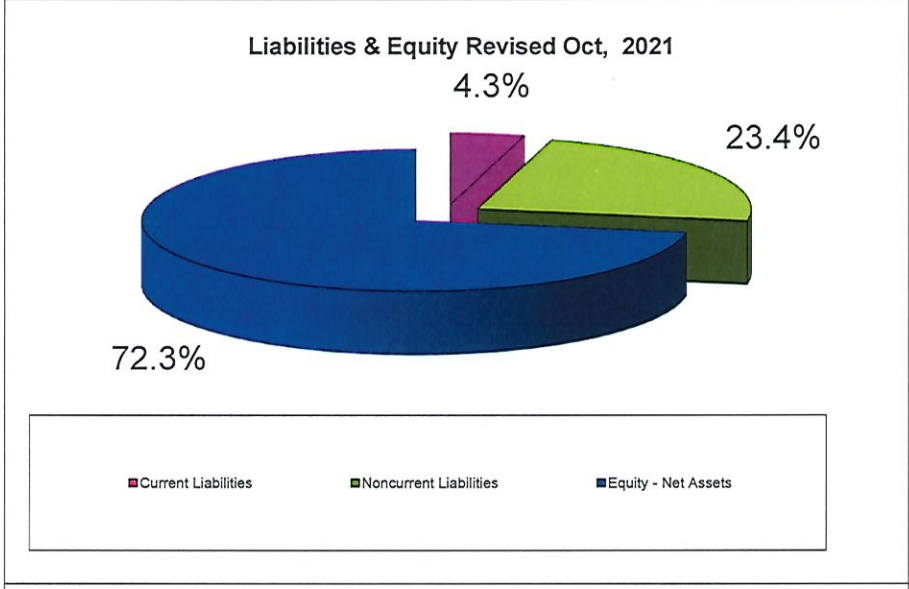
Total net position		<u>55,519,697.13</u>
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TOTAL LIABILITIES AND NET POSITION

<u>\$ 76,828,811.99</u>



Cash	2,005,973	2.6%
AR, Inventory & Prepaid	2,360,188	3.1%
Restricted Cash	8,385,387	10.9%
Fixed Assets	60,144,918	78.3%
Construction in Progress	2,886,096	3.8%
Other Assets (Deferred Charges)	<u>1,046,250</u>	1.4%
Total Assets	76,828,812	



Current Liabilities	3,339,635	4.3%
Noncurrent Liabilities	17,969,480	23.4%
Equity - Net Assets	<u>55,519,697</u>	72.3%
Total Liab & Equity	76,828,812	

Okeechobee Utility Authority
 Detail of October 31, 2021 Other Operating Revenue
 Data Per General Ledger Account Balances For Finance Report

Accounts included in Other Operating Revenue:	Actual Amount YTD	Amount Per Budget YTD	\$ Variance From Budget YTD
Install Fees-Water	\$ 3,341	\$ 552	\$ 2,789
Private Fire Protection	\$ 7,007	6,766	242
Turn on/off Fees	\$ 4,897	5,296	(399)
Other Revenue-Water A	\$ 565	1,392	(827)
Install Fees-Sewer	\$ 536	530	6
Kings Bay Sewer Maint. Fees	\$ 1,610	903	706
Other Revenue-Sewer B	\$ 180	204	(24)
Penalties & Late Charges	\$ 9,505	10,739	(1,233)
Gain/Loss Sale of Assets C	\$ 0	0	0
Ag Land Lease	\$ -	0	0
Miscellaneous Revenue D	\$ 2,640	3,527	(887)
Totals	\$ 30,282	\$ 29,909	\$ 373

- A Other Revenue-Water includes:
 - Water service inspection fees
 - Backflow prevention fees
 - After hours charges
 - Meter relocation charges
 - Bench test charges
- B Other Revenue-Sewer includes:
 - Wastewater service line inspection fees
- C Gain/Loss on Sale of Assets
- D Miscellaneous Revenue includes:
 - Administration charges
 - Charges for damage and repair to system:
 - Parts and labor used
 - Equipment charges

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 5

NOVEMBER 8, 2021

CONSENT AGENDA

**INVOICES FROM HOLTZ CONSULTING ENGINEERS, INC. – FDOT WATER
MAIN REPLACEMENT US441SE**

Please find attached the invoice in the amount of \$785.50 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
					\$34,900.00
Apr-21	1	Apr-21		\$16,355.00	\$18,545.00
May-21	2	Jun-21		\$2,835.00	\$15,710.00
Jun-21	3	Jun-21		\$1,413.90	\$14,296.10
Jul-21	4	Sep-21		\$8,012.10	\$6,284.00
Aug-21	5	Sep-21		\$3,927.50	\$2,356.50
Sep-21	6	Sep-21		\$1,571.00	\$785.50
Nov-21	7		\$785.50		\$0.00

Staff recommends approval of this invoice in the amount of \$785.50 to Holtz Consulting Engineers, Inc.

Holtz Consulting Engineers, Inc.

INVOICE

270 South Central Boulevard, Suite 207
Jupiter, FL 33458
Phone: (561) 575-2005 Fax: (561) 575-2009

INVOICE DATE: November 4, 2021
INVOICE #: 441 - 7 - FINAL
CLIENT: OUA
PROJECT: Relocation of approx 605
linear ft of 6" WM-US Hwy
441 (FDOT)
P.O. Number: 0000010755

Bill To:

Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974-4221

Lump Sum Contract Amount:	\$	34,900.00
Prior Invoices to Date:	\$	34,114.50
This Invoice Amount:	\$	785.50
Remaining Balance:	\$	-

THIS INVOICE AMOUNT: \$ 785.50

Please make checks payable to: **Holtz Consulting Engineers, Inc.**
270 South Central Boulevard, Suite 207
Jupiter, FL 33458

If you have any questions concerning this invoice, please contact Christine Miranda at (863) 824-7200

HCE will never communicate changes to invoicing, payment procedures, and/or account number information in an email. All financial communications will be in writing via certified mail.

Holtz Consulting Engineers, Inc.



Summary of Invoice by Task Amount

Billing Period Thru:

October 31, 2021

Invoice #:

441-7

PROJECT:

Relocation of approx 605 linear ft of 6"
WM - US Hwy 441 (FDOT)

TASK	DESCRIPTION	FULL AMOUNT	PERCENT COMPLETE	TOTAL AMOUNT BILLED TO DATE	PREVIOUSLY BILLED	THIS INVOICE AMOUNT	BALANCE REMAINING
1	Engineering Design Services	\$ 13,750.00	100%	\$ 13,750.00	\$ 13,750.00	\$ -	\$ -
2	Permitting Services	\$ 1,660.00	100%	\$ 1,660.00	\$ 1,660.00	\$ -	\$ -
3	Bidding Services	\$ 3,780.00	100%	\$ 3,780.00	\$ 3,780.00	\$ -	\$ -
4	Engineering Sevices During Construction	\$ 15,710.00	100%	\$ 15,710.00	\$ 14,924.50	\$ 785.50	\$ -
		\$ 34,900.00		\$ 34,900.00	\$ 34,114.50	\$ 785.50	\$ -

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 6

NOVEMBER 8, 2021

CONSENT AGENDA

INVOICE FROM THORN RUN PARTNERS

Please see attached the Thorn Run Partners monthly invoices for November and December.

Staff recommends approval of the November and December monthly invoices from Thorn Run Partners in the amounts of \$3,500.00 and \$3,500.00

THORN RUN PARTNERS



INVOICE

November 1, 2021

Invoice No: 11121

TO:
Okeechobee Utility Authority

100 SW 5th Avenue
Okeechobee, FL 34974

DESCRIPTION	AMOUNT
Government Relations Services performed November 2021 Fee as agreed to and amount owed: PO 10938	\$3,500.00
TOTAL AMOUNT DUE:	\$3,500.00

Please make all checks payable to Thorn Run Partners, LLC:

By Mail:
Thorn Run Partners, LLC
100 M Street, SE Suite 750
Washington, DC 20003

By Wire:
PNC BANK
ABA: 054000030
Account #5313630938
Account: Thorn Run Partners, LLC

FEIN: 27-1541515

If you have any questions concerning this invoice, contact Chris Lamond at
clamond@thornrun.com or 202-688-0222

THORN RUN PARTNERS



INVOICE

December 1, 2021

Invoice No: 12121

TO:
Okeechobee Utility Authority

100 SW 5th Avenue
Okeechobee, FL 34974

DESCRIPTION	AMOUNT
Government Relations Services performed December 2021 Fee as agreed to and amount owed: PO 10938	\$3,500.00
TOTAL AMOUNT DUE:	\$3,500.00

Please make all checks payable to Thorn Run Partners, LLC:

By Mail:
Thorn Run Partners, LLC
100 M Street, SE Suite 750
Washington, DC 20003

By Wire:
PNC BANK
ABA: 054000030
Account #5313630938
Account: Thorn Run Partners, LLC

FEIN: 27-1541515

If you have any questions concerning this invoice, contact Chris Lamond at
clamond@thornrun.com or 202-688-0222

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 7

NOVEMBER 8, 2021

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.



MACVICAR CONSULTING, INC.
 4524 Gun Club Road Suite 201
 West Palm Beach, FL 33415

Invoice

Okeechobee Utility Authority
 Attn:John Hayford, Exec Director
 100 SW 5th Avenue
 Okeechobee, FL 34974

DATE	INVOICE #
11/1/2021	202111012

PO Number:0000010989

PROJECT
540.01-LOSOM Support

DESCRIPTION	AMOUNT
Support for the month of October 2021	250.00
Total	\$250.00

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 8

NOVEMBER 8, 2021

US 441SE WATER MAIN ADJUSTMENT

This project involved the replacement of some existing 6-Inch water main installed in the FDOT right-of-way. The FDOT has a drainage project in which the existing OUA water main was in the way of the new drainage piping. The OUA was tasked with moving the water main out of the way.

Holtz Consulting Engineers, Inc. was tasked with the design, permitting and construction services for this project. The Hinterland Group Inc., won the bid and was hired to do the work. The work has been successfully completed.

Please find attached Change Order No. 1 which deletes unused work elements in their contract. Change Order No. 1 deletes \$30,400.00 from the original contracted price.

Also included for review is the Final pay application for this project. Pay Application No. 2 includes the last completed elements of the work as well as retainage.

OUA staff is requesting OUA Board approval of:

1. Change Order No. 1 deleting \$30,400.00 pertaining to a reduction in installed fittings and piping as well as elimination of unused contingency money.
2. Approval of Pay Application No. 2 in the amount of \$10,393.50, this pay application represents a final pay application for this project.

CHANGE ORDER #1 - FINAL

DATE: November 1, 2021

PROJECT NAME: US HIGHWAY 441 WATER MAIN ADJUSTMENTS FOR FDOT
PROJECT 443172-1-52-01

OWNER: OKEECHOBEE UTILITY AUTHORITY

CONTRACTOR: HINTERLAND GROUP, INC.

THE FOLLOWING CHANGES: FINAL QUANTITY ADJUSTMENTS BASED UPON
TOTAL WORK COMPLETED.

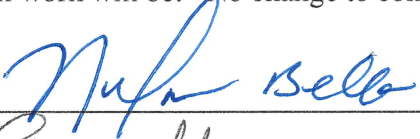
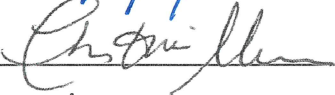
JUSTIFICATION: FINAL QUANTITY ADJUSTMENTS BASED UPON TOTAL WORK
COMPLETED.

CHANGE TO CONTRACT PRICE:

Original CONTRACT PRICE:	\$119,995.00
Current Contract Price	\$119,995.00
Contract Price due to this Change Order will be <i>DECREASED</i> by:	\$30,400.00
The New Contract Price including this Change Order will be:	\$89,595.00

CHANGE TO CONTRACT TIME:

The DATE OF COMPLETION of all work will be: No change to contract time.

APPROVED BY CONTRACTOR:		<u>11/2/2021</u>
		DATE
APPROVED BY ENGINEER:		<u>11/1/21</u>
		DATE
APPROVED BY OWNER:	_____	_____
	OKEECHOBEE UTILITY AUTHORITY	DATE

OUA US HWY 441 WATER MAIN ADJUSTMENTS FOR FDOT PROJECT 443172-1-52-01

ITEM NO.	ITEM	QUANTITY	CONTRACT QUANTITIES		Additional Quantity	Unit	Unit Price	Amount	
			UNIT PRICE	AMOUNT					
1	MOBILIZATION/DEMOLITION (INC. GC'S, MOT, AND SAFETY)	1	\$12,500.00	\$12,500.00		LS	\$12,500.00	\$0.00	
2	MAINTENANCE OF TRAFFIC	1	\$6,250.00	\$6,250.00		LS	\$6,250.00	\$0.00	
3	PRECONSTRUCTION VIDEO DOCUMENTATION	1	\$1,900.00	\$1,900.00		LS	\$1,900.00	\$0.00	
4	RECORD DRAWINGS	1	\$6,250.00	\$6,250.00		LS	\$6,250.00	\$0.00	
5	4-INCH PVC WATER MAIN (OWNER WILL FURNISH 40 LF OF C900 PVC AND TWENTY (20) MEGALUG 2004PV JOINT RESTRAINTS), AND TWENTY (20) MECHANICAL JOINT BOLT AND GASKET PACKS (LESS GLAND)	15	\$46.00	\$690.00		LF	\$46.00	\$0.00	
6	6-INCH PVC WATER MAIN (OWNER WILL FURNISH 740 LF OF C900 PVC, THIRTY-FOUR (34) MEGALUG 2006PV JOINT RESTRAINTS, THIRTY-FOUR (34) MECHANICAL JOINT BOLT AND GASKET PACKS (LESS GLAND), AND FOUR (4) EBAA IRON 1906 BELL RESTRAINTS)	605	\$28.00	\$16,940.00		LF	\$28.00	\$0.00	
7	12-INCH PVC WATER MAIN (OWNER WILL FURNISH 60 LF C900 PVC, TWELVE (12) MEGALUG 2012PV JOINT RESTRAINTS, TWELVE (12) MECHANICAL JOINT BOLT AND GASKET PACKS (LESS GLAND), AND ONE (1) EBAA IRON 1912 BELL RESTRAINT)	35	\$112.00	\$3,920.00	-35	LF	\$112.00	-\$3,920.00	
8	4-INCH GATE VALVE WITH VALVE BOX (OWNER WILL FURNISH THREE (3) 4" GATE VALVES AND VALVE BOXES)	3	\$230.00	\$690.00	-1	LBS	\$230.00	-\$230.00	
9	6-INCH GATE VALVE WITH VALVE BOX (OWNER WILL FURNISH TWO (2) 6" GATE VALVES AND VALVE BOXES)	2	\$135.00	\$270.00		EA	\$135.00	\$0.00	
10	4" X 4" MJ DUCTILE IRON TEE (OWNER WILL FURNISH ONE 4" X 4" TEE)	1	\$275.00	\$275.00		EA	\$275.00	\$0.00	
11	6" X 4" MJ DUCTILE IRON TEE (OWNER WILL FURNISH ONE 6" X 4" TEE)	1	\$275.00	\$275.00		EA	\$275.00	\$0.00	
12	4" 90 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH ONE (1) 4" 90 DEG BEND)	1	\$275.00	\$275.00		EA	\$275.00	\$0.00	
13	4" 45 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH TWO (2) 4" 45 DEG BENDS)	2	\$137.50	\$275.00		EA	\$137.50	\$0.00	
14	4" 11.25 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH ONE (1) 4" 11.25 DEG BEND)	1	\$275.00	\$275.00	-1	EA	\$275.00	-\$275.00	
15	6" 45 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH TEN (10) 6" 45 DEG BENDS)	10	\$90.00	\$900.00		EA	\$90.00	\$0.00	
16	12" 45 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH FOUR (4) 12" 45 DEG BENDS)	4	\$175.00	\$700.00	-4	EA	\$175.00	-\$700.00	
17	4" MJ DUCTILE IRON SLEEVE (OWNER WILL FURNISH ONE (1) 4" SLEEVE)	1	\$275.00	\$275.00		EA	\$275.00	\$0.00	
18	6" MJ DUCTILE IRON SLEEVE (OWNER WILL FURNISH THREE (3) 6" SLEEVES)	3	\$230.00	\$690.00		EA	\$230.00	\$0.00	
19	12" MJ DUCTILE IRON SLEEVE (OWNER WILL FURNISH ONE (1) 12" SLEEVE)	1	\$275.00	\$275.00	-1	EA	\$275.00	-\$275.00	
20	CONNECT NEW 4-INCH WATER MAIN TO EXISTING 6-INCH WATER MAIN	1	\$690.00	\$690.00		LS	\$690.00	\$0.00	
21	CONNECT NEW 6-INCH WATER MAIN TO EXISTING 6-INCH WATER MAIN	4	\$690.00	\$2,760.00		EA	\$690.00	\$0.00	
22	FILL & FLUSHING ASSEMBLY	2	\$1,800.00	\$3,600.00		EA	\$1,800.00	\$0.00	
23	SAMPLE POINT	3	\$500.00	\$1,500.00		EA	\$500.00	\$0.00	
24	CHLORINATING/TESTING	620	\$1.00	\$620.00		EA	\$1.00	\$0.00	
25	3/4" SINGLE SERVICE	4	\$1,100.00	\$4,400.00		EA	\$1,100.00	\$0.00	
26	1" SINGLE SERVICE	1	\$1,100.00	\$1,100.00		LS	\$1,100.00	\$0.00	
27	1 1/2" SINGLE SERVICE	1	\$1,400.00	\$1,400.00		LS	\$1,400.00	\$0.00	
28	SODDING	1	\$3,075.00	\$3,075.00		SY	\$3,075.00	\$0.00	
29	ASHPHALT DRIVEWAY REPLACEMENT	3	\$2,100.00	\$6,300.00		SY	\$2,100.00	\$0.00	
30	MISCELLANEOUS RESTORATION	1	\$1,875.00	\$1,875.00		SY	\$1,875.00	\$0.00	
31	ASHPHALT PAVEMENT RESTORATION	180	\$62.50	\$11,250.00		LS	\$62.50	\$0.00	
32	CUT AND CAP AND ABANDON EXISTING 6" WATER MAIN (OWNER WILL FURNISH TWO (2) 6" CAPS)	2	\$1,400.00	\$2,800.00		SY	\$1,400.00	\$0.00	
33	CONTINGENCY	1	\$25,000.00	\$25,000.00	-1	EA	\$25,000.00	-\$25,000.00	
			Total Bid Amount	\$119,995.00					
									Difference from approved contract
							\$89,595.00		Total work completed
							\$89,595.00		Adjusted contract amount



HOLTZ CONSULTING ENGINEERS, INC

November 1, 2021

Mr. John Hayford, PE
Executive Director
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974

Subject: **Okeechobee Utility Authority
US Highway 441 Water Main Adjustments for FDOT Project 443172-1-52-01
Hinterland Group, Inc.
Application for Payment No. 2 - FINAL**

Dear Mr. Hayford,

Attached is Application for Payment No. 2 and supporting documents for the above referenced project, as submitted by Hinterland Group, Inc. This requisition is for payment for all remaining work associated with this project.

The amount of payment requested is **\$10,393.50**.

To the best of our knowledge, the work included in this pay request has been satisfactorily completed in accordance with the Contract Documents and the amounts requested are as outlined in the approved Schedule of Values. Holtz Consulting Engineers therefore recommends payment to be made in the amount requested.

If you should have any questions, please contact our office.

Sincerely,

HOLTZ CONSULTING ENGINEERS, INC.

Principal Engineer

Attachments – Signed copy of Application for Payment No. 2

cc: Stephanie Sackett, Hinterland Group, Inc.
File

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: **City of Okeechobee**
100 SW 5th Ave.
Okeechobee, FL 34974

CONTRACT: US HWY 441 Water Main Adjustments for FDOT Project 443172-1-52-01

APPLICATION NO: **2-Final**

PERIOD TO: **10/21/2021**

FROM CONTRACTOR:
Hinterland Group, Inc.
2051 W Blue Heron Blvd
Riveria Beach Beach, FL 33404

DATE: **8/31/2021**

PO NO.: **443172-1-52-01**

CONTRACT NO.:

HG JOB NO.: **21-0095-00**

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

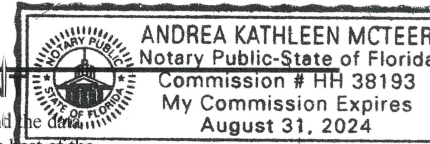
1. ORIGINAL CONTRACT SUM	\$	<u>119,995.00</u>
2a. Net change by Change Orders (Change Order 1)	\$	<u>(30,400.00)</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>89,595.00</u>
4. TOTAL COMPLETED & STORED TO DATE (Column M on G703)	\$	<u>89,595.00</u>
5. RETAINAGE:		
a. 5 % of Completed Work (Column H + J + L on G703)	\$	<u>0.00</u>
b. 5 % of Stored Material (Column L on G703)	\$	<u>0.00</u>
Total Retainage (Lines 5a + 5b or Total in Column P of G703)	\$	<u>0.00</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	<u>89,595.00</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>79,201.50</u>
8. CURRENT PAYMENT DUE	\$	<u>10,393.50</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u>0.00</u>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: *Nafin Bello* Date: 10/21/2021
 Project Manager

State of: **Florida** County of: **Palm Beach**
 Subscribed and sworn to before me this 21st day of October, 2021
 Notary Public: Andrea Kathleen McTeer
 My Commission expires: 08/31/2024



ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 10,393.50

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

Engineer: *Christina* Date: 11/1/21

This Certificate CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	\$0.00

SCHEDULE OF VALUES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

CONTRACT:
 CONTRACT: US HWY 441 Water Main Adjustments for FDOT Project 443172-1-52-01

APPLICATION NO: **2-Final**
 APPLICATION DATE: **10/21/2021**
 PERIOD TO: **8/31/2021**
 PO NO.:
 CONTRACT NO.:

A BID ITEM NO.	B DESCRIPTION OF WORK ITEM	C QTY (EST)	D UNITS (EST)	E UNIT PRICE	F SCHEDULED VALUE TOTAL	G WORK COMPLETED FROM PREVIOUS APPL.		H WORK COMPLETED THIS PERIOD		I QTY TO DATE	J MATERIALS PRESENTLY STORED (NOT IN G OR H)	K TOTAL COMPLETED AND STORED TO DATE (G+H+J)	L % (K + F)	M BALANCE TO FINISH (F - K)	N TOTAL RETAINAGE
						QTY	AMOUNT (G + H)	QTY	AMOUNT						
1	MOBILIZATION/DEMOBILIZATION (INC. GC'S, MOT, AND SAFETY)	1	LS	\$ 12,500.00	\$ 12,500.00	0.9	\$11,250.00	0.1	\$1,250.00	1	\$0.00	\$12,500.00	100%	\$0	\$0.00
2	MAINTENANCE OF TRAFFIC	1	LS	\$ 6,250.00	\$ 6,250.00	1	\$6,250.00		\$0.00	1	\$0.00	\$6,250.00	100%	\$0	\$0.00
3	PRECONSTRUCTION VIDEO DOCUMENTATION	1	LS	\$ 1,900.00	\$ 1,900.00		\$0.00	1	\$1,900.00	1	\$0.00	\$1,900.00	100%	\$0	\$0.00
4	RECORD DRAWINGS	1	LS	\$ 6,250.00	\$ 6,250.00	1	\$6,250.00		\$0.00	1	\$0.00	\$6,250.00	100%	\$0	\$0.00
5	4-INCH PVC WATER MAIN (OWNER WILL FURNISH 40LF OF C900 PVC AND TWENTY (20) MEGALUG 2004PV JOINT RESTRAINTS, AND TWENTY (20) MECHANICAL JOINT BOLT AND GASKET PACKS (LESS GLAND))	15	LF	\$ 46.00	\$ 690.00	15	\$690.00		\$0.00	15	\$0.00	\$690.00	100%	\$0	\$0.00
6	6-INCH PVC WATER MAIN (OWNER WILL FURNISH 740LF OF C900 PVC, THIRTY-FOUR (34) MEGALUG 2006PV JOINT RESTRAINTS, THIRTY-FOUR (34) MECHANICAL JOINT BOLT AND GASKET PACKS (LESS GLAND), AND FOUR (4) EBAA IRON 1906 BELL RESTRAINTS	605	LF	\$ 28.00	\$ 16,940.00	605	\$16,940.00		\$0.00	605	\$0.00	\$16,940.00	100%	\$0	\$0.00
7	12-INCH PVC WATER MAIN (OWNER WILL FURNISH 60LF C900 PVC, TWELVE (12) MEGALUG 2012PV JOINT RESTRAINTS, TWELVE (12) MECHANICAL JOINT BOLT AND GASKET PACKS (LESS GLAND), AND ONE (1) EBAA IRON 1912 BELL RESTRAINT	35	LF	\$ 112.00	\$ 3,920.00	0	\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$3,920	\$0.00
8	4-INCH GATE VALVE WITH VALVE BOX (OWNER WILL FURNISH THREE (3) 4" GATE VALVES AND VALVE BOXES)	3	EA	\$ 230.00	\$ 690.00	2	\$460.00		\$0.00	2	\$0.00	\$460.00	67%	\$230	\$0.00
9	6-INCH GATE VALVE WITH VALVE BOX (OWNER WILL FURNISH TWO (2) 6" GATE VALVES AND VALVE BOXES)	2	EA	\$ 135.00	\$ 270.00	2	\$270.00		\$0.00	2	\$0.00	\$270.00	100%	\$0	\$0.00
10	4" X 4" MJ DUCTILE IRON TEE (OWNER WILL FURNISH ONE 4" X 4" TEE)	1	EA	\$ 275.00	\$ 275.00	1	\$275.00		\$0.00	1	\$0.00	\$275.00	100%	\$0	\$0.00
11	6" X 4" MJ DUCTILE IRON TEE (OWNER WILL FURNISH ONE 6" X 4" TEE)	1	EA	\$ 275.00	\$ 275.00	1	\$275.00		\$0.00	1	\$0.00	\$275.00	100%	\$0	\$0.00
12	4" 90 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH (1) 4" 90 DEG BEND)	1	EA	\$ 275.00	\$ 275.00	1	\$275.00		\$0.00	0	\$0.00	\$275.00	100%	\$0	\$0.00
13	4" 45 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH TWO (2) 4" 45 DEG BENDS)	2	EA	\$ 137.50	\$ 275.00	2	\$275.00		\$0.00	0	\$0.00	\$275.00	100%	\$0	\$0.00
14	4" 11.25 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH ONE (1) 4" 11.25 DEG BEND)	1	EA	\$ 275.00	\$ 275.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$275	\$0.00
15	6" 45 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH TEN (10) 6" 45 DEG BENDS)	10	EA	\$ 90.00	\$ 900.00	10	\$900.00		\$0.00	10	\$0.00	\$900.00	100%	\$0	\$0.00
16	12" 45 DEG MJ DUCTILE IRON BEND (OWNER WILL FURNISH FOUR (4) 12" 45 DEG BENDS)	4	EA	\$ 175.00	\$ 700.00	0	\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$700	\$0.00
17	4" MJ DUCTILE IRON SLEEVE (OWNER WILL FURNISH ONE (1) 4" SLEEVE)	1	EA	\$ 275.00	\$ 275.00	1	\$275.00		\$0.00	1	\$0.00	\$275.00	100%	\$0	\$0.00
18	6" MJ DUCTILE IRON SLEEVE (OWNER WILL FURNISH THREE (3) 6" CLEEVES)	3	EA	\$ 230.00	\$ 690.00	3	\$690.00		\$0.00	3	\$0.00	\$690.00	100%	\$0	\$0.00
19	12" MJ DUCTILE IRON SLEEVE (OWNER WILL FURNISH ONE (1) 12" SLEEVE)	1	EA	\$ 275.00	\$ 275.00	0	\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$275	\$0.00
20	CONNECT NEW 4-INCH WATER MAIN TO EXISTING 6-INCH WATER MAIN	1	EA	\$ 690.00	\$ 690.00	1	\$690.00		\$0.00	1	\$0.00	\$690.00	100%	\$0	\$0.00
21	CONNECT NEW 6-INCH WATER MAIN TO EXISTING 6-INCH WATER MAIN	4	EA	\$ 690.00	\$ 2,760.00	4	\$2,760.00		\$0.00	4	\$0.00	\$2,760.00	100%	\$0	\$0.00
22	FILL & FLUSHING ASSEMBLY	2	EA	\$ 1,800.00	\$ 3,600.00	2	\$3,600.00		\$0.00	2	\$0.00	\$3,600.00	100%	\$0	\$0.00
23	SAMPLE POINT	3	EA	\$ 500.00	\$ 1,500.00	3	\$1,500.00		\$0.00	3	\$0.00	\$1,500.00	100%	\$0	\$0.00

SCHEDULE OF VALUES

AIA DOCUMENT G703

PAGE 1

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

CONTRACT:

APPLICATION NO: **2-Final**

Contractor's signed certification is attached.

CONTRACT: US HWY 441 Water Main Adjustments for FDOT Project 443172-1-52-01

APPLICATION DATE: **10/21/2021**

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: **8/31/2021**

Use Column I on Contracts where variable retainage for line items may apply.

PO NO.:

CONTRACT NO.:

A BID ITEM NO.	B DESCRIPTION OF WORK ITEM	C QTY (EST)	D UNITS (EST)	E UNIT PRICE	F SCHEDULED VALUE TOTAL	G WORK COMPLETED FROM PREVIOUS APPL		H WORK COMPLETED THIS PERIOD		I QTY TO DATE	J MATERIALS PRESENTLY STORED (NOT IN G OR H)	K TOTAL COMPLETED AND STORED TO DATE (G+H+J)	L % (K ÷ F)	M BALANCE TO FINISH (F - K)	N TOTAL RETAINAGE
						QTY	AMOUNT (G + H)	QTY	AMOUNT						
24	CHLORINATING/TESTING	620	LF	\$ 1.00	\$ 620.00	620	\$620.00		\$0.00	620	\$0.00	\$620.00	100%	\$0	\$0.00
25	3/4" SINGLE SERVICE	4	EA	\$ 1,100.00	\$ 4,400.00	4	\$4,400.00		\$0.00	4	\$0.00	\$4,400.00	100%	\$0	\$0.00
26	1" SINGLE SERVICE	1	EA	\$ 1,100.00	\$ 1,100.00	1	\$1,100.00		\$0.00	1	\$0.00	\$1,100.00	100%	\$0	\$0.00
27	1 1/2" SINGLE SERVICE	1	EA	\$ 1,400.00	\$ 1,400.00	1	\$1,400.00		\$0.00	1	\$0.00	\$1,400.00	100%	\$0	\$0.00
28	SODDING	1	LS	\$ 3,075.00	\$ 3,075.00		\$0.00	1	\$3,075.00	1	\$0.00	\$3,075.00	100%	\$0	\$0.00
29	ASPHALT DRIVEWAY REPLACEMENT	3	EA	\$ 2,100.00	\$ 6,300.00	3	\$6,300.00		\$0.00	3	\$0.00	\$6,300.00	100%	\$0	\$0.00
30	MISCELLANEOUS RESTORATION	1	LS	\$ 1,875.00	\$ 1,875.00	1	\$1,875.00		\$0.00	1	\$0.00	\$1,875.00	100%	\$0	\$0.00
31	ASPHALT PAVEMENT RESTORATION	180	SY	\$ 62.50	\$ 11,250.00	180	\$11,250.00		\$0.00	180	\$0.00	\$11,250.00	100%	\$0	\$0.00
32	CUT AND CAP AND ABANDON EXISTING 6" WATER MAIN (OWNER WILL FURNISH TWO (2) 6" CAPS)	2	EA	\$ 1,400.00	\$ 2,800.00	2	\$2,800.00		\$0.00	2	\$0.00	\$2,800.00	100%	\$0	\$0.00
33	CONTINGENCY	1	LS	\$ 25,000.00	\$ 25,000.00	0	\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$25,000	\$0.00
TOTAL					\$ 119,995.00		\$83,370.00		\$6,225.00		\$0.00	\$89,595.00	75%	\$30,400	\$0.00

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 9

NOVEMBER 8, 2021

CONNERS GABLES ENGINEERING PROPOSAL

A water main project has been approved for SE 8th Street. The scope of work proposed for this project will require public bidding of the construction work. To that end, Holtz Consulting Engineers, Inc. were asked to modify their work product utilized on the successful US441SE Water Main Adjustment project and prepare a scope of work and fee schedule for the Conners Gables project. It is intended to use much of the same project specification manual and standard plan details from the US441 project for this project.

Please find attached the scope of work (SOW) and fee schedule for the SE 8th Street project in Conners Gables. The SOW includes preparation of plans and specifications. The OUA will permit the project, bidding services, provide construction services and project closeout.

OUA staff is recommending approval of the scope of work and fee schedule provided by Holtz Consulting Engineers, Inc. in the amount of \$14,840.00 and authorize execution of this document.





HOLTZ CONSULTING ENGINEERS, INC

October 26, 2021

Mr. John Hayford, PE
Executive Director
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974

Subject: Preparation of Design Plans & Bid Documents for Connors Gable Water Main Extension

Dear Mr. Hayford,

Holtz Consulting Engineers, Inc. (HCE) is pleased to submit our proposal for engineering services to assist the Okeechobee Utility Authority (OUA) with the preparation of design and bidding documents for the Connor Gables Water Main Extension Project.

The following is a detailed description of the engineering services to be provided.

SECTION 1 - SCOPE OF SERVICES

HCE shall perform the engineering Scope of Services as described below.

Task 1 – Preparation of Design Plans and Bidding Documents

HCE shall develop bidding and contract documents including detailed technical specifications and drawings depicting the work. The standard OUA bidding contract documents will be utilized by HCE in preparing the documents. It is anticipated that approximately 7 drawings will be developed as follows:

General

- G-1 Cover
- G-2 Legend, Abbreviations and Construction Notes

Civil

- C-1 Water Main Plan View 1
- C-2 Water Main Plan View 2
- C-3 Water Main Plan View 3

Details

- D-1 Civil/Pipe Details 1
- D-2 Civil/Pipe Details 2



HOLTZ CONSULTING ENGINEERS, INC

HCE shall prepare and submit 90% and final design documents for OUA review. Final bidding documents and technical specifications will be updated and submitted based on OUA’s comments on each submittal. HCE will meet with OUA to review OUA’s comments.

HCE shall use survey drawings from OUA as the “base” drawings on which the proposed utility work will be depicted. No additional survey work will be completed in order to prepare the drawings.

SECTION 2 - DELIVERABLES

The following deliverables will be provided to the OUA:

1. Completed Front End Bidding Documents and Technical Specifications.
2. Completed Design Plans

SECTION 3 – COMPENSATION

Compensation for Task 1 shall be a lump sum amount of \$148,000.

SECTION 4 – SCHEDULE

The project will be completed within 6 weeks from the Notice to Proceed.

We greatly appreciate the opportunity to assist OUA with this project.

Sincerely,
HOLTZ CONSULTING ENGINEERS, INC.

David Holtz, PE
Vice President

ACCEPTED BY:

Okeechobee Utility Authority

Date

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 10

NOVEMBER 8, 2021

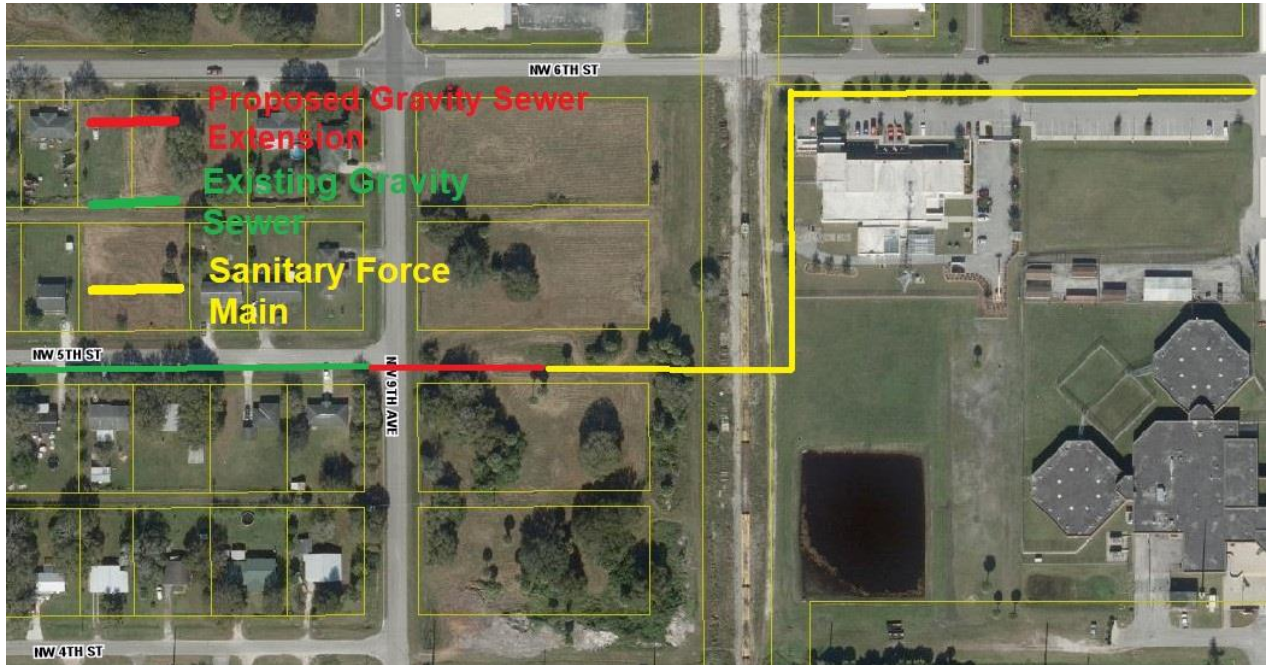
NW 5TH STREET GRAVITY SEWER

Okeechobee County Is finalizing the design of some new buildings at the County Jail. One element of the design is wastewater disposal. During the design process wastewater flows were projected to go east towards the OUA owned NAPA lift station. However, this station has limited pump capacity and storage and could not reasonably accept the new proposed flow from the new jail complex.

To that end, the design teams looked at sending the flow to the west, and ultimately, to a different wastewater lift station. However, the nearest existing OUA facility was on NW 5th Street and just west of NW 9th Avenue.

OUA staff teamed with S.L. Dobbs Engineering LLC, the site engineer for the jail, to conduct a preliminary assessment/feasibility to determine whether or not existing piping facilities could be utilized.

At the southwest corner of NW 5th Street and NW 9th Avenue was a terminal manhole. Two options were evaluated. Option A: the sanitary force main from the jail complex would discharge in to the that manhole. Option B: the gravity sewer would be extended eastward approximately 250 feet and the force main could terminate at that point.



Option A has a potential lower capital cost. However, there may be some sewer gases released from the force main that may be cause for nearby residents to experience sewer odors on occasion. It will supply limited customer expansion capability.

Option B has a higher capital cost. However, it will allow for easier connection from the undeveloped parcels on the eastside of NW 9th Avenue. Additionally, if there are sewer gases released in the manhole, until that area develops, complaints will be minimal, or at best, non-existent.

A very preliminary cost estimate provides a range of cost for 250LF of 8" gravity sewer from \$45,000 to \$60,000. The OUA might recover some of this cost from the property owner when development occurs.

Attached to this agenda item is a scope of work and fee schedule proposed by Steven L. Dobbs Engineering, LLC. Also attached is a preliminary plan view of the proposed wastewater piping.

OUA Staff is recommending approval of the sanitary gravity expansion as an in-fill project for the NW section. To accept the Steven L. Dobbs Engineering, LLC proposal and to authorize execution of the proposal by OUA staff.

Steven L. Dobbs Engineering, LLC
 1062 Jakes Way
 Okeechobee, FL 34974 US
 863-824-7644
 sdobbs@stevedobbsengineering.com

Exhibit A: Scope



ADDRESS
John Hayford Okeechobee Utility Authority 100 SW 5th Avenue Okeechobee, FL 34974

EXHIBIT A: SCOPE #	DATE	
1433	10/22/2021	

ACTIVITY	QTY	RATE	AMOUNT
Engineering Services Based on final site plan, ENGINEER will prepare design and construction plans to include the sewer gravity facilities.	1	1,000.00	1,000.00
Permitting Services ENGINEER will prepare the necessary permit plans and calculations for the below checked permits. ENGINEER will begin the permit application process upon completion of the construction plans; however permitting coordination with regulatory agencies begins during the design phase. ENGINEER will include normal Development Team and Agency coordination and one (1) permit response to the various governmental agencies after the initial submittal. Offsite roadway and drainage and utility improvements are not anticipated or included with this proposal.	0	0.00	0.00
Permitting Services:FDEP (Wastewater) ENGINEER shall prepare for client's signature an application for a Florida Department of Environmental Protection Wastewater Collection General Permit.	1	1,500.00	1,500.00
Construction Bidding ENGINEER shall create bid documents. <ol style="list-style-type: none"> 1. Prepare a bid document including quantities for a list of contractors approved by the owner. 2. Answer RAIs from the contractors. 3. Review and approve revision request/alternate request. 	1	500.00	500.00
Construction Services ENGINEER shall schedule and attend the pre-construction meeting with Client's Contractor and appropriate regulatory agencies. ENGINEER shall visit the site, as requested by Client and Client's Contractor, to observe key elements of the work. It is the responsibility of Client and Client's Contractor to notify Engineer of the progress of the work and to schedule Engineer's site visits at the appropriate times as discussed in the pre-construction meeting. ENGINEER shall perform a final inspection of the work upon notification by Client that the work	1	1,000.00	1,000.00

ACTIVITY	QTY	RATE	AMOUNT
<p>is completed. Upon satisfactory completion of the work, and when requested by Client, ENGINEER shall submit a final certification to FDEP. This is subject to ENGINEER's receipt of record drawings, which are to be prepared, signed and sealed by a Florida registered land surveyor, and certified testing results indicating substantial compliance with the project design.</p>			
<p>Design and permitting of gravity line sewer line at NW 5th Avenue and NW 9th Street.</p>	TOTAL		\$4,000.00

Accepted By

Accepted Date

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 11

NOVEMBER 8, 2021

NW 26TH AVE WM UPDATE

OUA sent out five letters to the Owners of the following addresses:

3671 NW 26th Avenue, 3670 NW 26th Avenue, 3746 NW 26th Avenue, 3747 NW 26th Avenue & 3845 NW 26th Avenue

The letters contained the cost to connect (\$674.00), payment methods and a return/self-addressed, stamped envelope for them to respond. The response could either be yes or no with respect to interest in the project and that a failure to respond would be considered a no response as to interest in the project. As of this date, there have been no responses.



At a previous OUA Board meeting, action was taken to move forward with the public notice followed by installation of a 6-inch water main. Based on the failure to respond, should the project continue knowing there may be no new connections? If it should continue, then no action needed from the OUA Board at this time and Staff will move forward with the install.

Due to the unfavorable responses, OUA staff would suggest to pause any installation work. If the OUA Board concurs, then staff recommends the previously approved motion (October 2021 meeting) to install should be rescinded.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 12

NOVEMBER 8, 2021

NW 16TH AVE WM PROPOSAL

Multiple residents have contacted the OUA concerning water main service on NW 16th Avenue. OUA staff mailed thirteen letters to property owners providing connection fees, methods of payment and a return envelope to respond. The OUA has received five positive letters back.



Staff prepared a preliminary cost estimate (\$41,665.00) for the proposed piping system.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 13

NOVEMBER 8, 2021

STATE DELEGATION HEARING

Okeechobee County Legislative Delegation Hearing

Date: November 9, 2021- 1:30 – 3:00 p.m.

Place: Judge William L. Hendry Courtroom, Room 270, 304 NW 2nd Street, Okeechobee, FL



OKEECHOBEE UTILITY AUTHORITY

2022-2023 Legislative Priorities

The Okeechobee Utility Authority (OUA) is appreciative for your public service and for your support to our community through the years.

Thank you for your continued commitment to the rural areas and for the grant funding for water quality, septic to sewer, stormwater, drainage and flooding projects.

The OUA has been awarded several water-quality grants for the Southwest Service Area, Pine Ridge Service Area and the Okee-Tantie Wastewater Improvements with design and construction on-going.

We are respectfully seeking your support for:

Appropriation Request:

- **The Treasure Island Infrastructure Improvements** ($\pm 2,400$ septic to sewer conversions) project remains of great interest to our community and benefits to Lake Okeechobee, coastal estuarine habitats and the EM/northern everglades ecosystem. We are committed to protecting our environment by providing for clean water and safe sanitary collection disposal to a centralized system and protection of Lake Okeechobee Watershed Basin. The project has been submitted to the FDEP Lake Okeechobee BMAP update.

The QUA commissioned several independent studies of water samplings that tests for several types of nitrogen, phosphorus, chlorophyll-a and sucralose. Splenda is only connected to humans. Evaluation and presentation of the data clearly shows that septic tank effluent does reach the surface water bodies in the Treasure Island area and which then flows into Taylor Creek and Lake Okeechobee

- o March 9, 2021 FAU Environmental Sciences Program OSTD Systems on Water Quality in Taylor Creek and the canals in Treasure Island and Taylor Creek Isles Subdivisions;
- o Eckler Engineering Technical Memorandum, Nov. 2015 & Jan. 19, 2017;
- o Florida Gulf Coast University 2018-2019 study two water quality reports - Taylor Creek Water Sampling Programs in 2017 & 2019

We continue to seek funding support for this project and have applied for Federal grant funding and also submitted a grant application to the FDEP Water Quality Protection Grant Program.

- This request is for the removal of 934 septic systems in North Treasure Island Wastewater System and sanitary force main for centralized sewer system in the amount of \$3.5 million, which is estimated to remove 8.42 tons per year of nitrogen and 2.03 tons per year of phosphorus from entering the State's water resources.

Lake Okeechobee Concerns: For the OUA to continue to receive all of their drinking water and fire protection needs from Lake Okeechobee in order to serve the City of Okeechobee, Okeechobee County and Glades County areas.

- Regulatory support for mandatory removal of septic tanks and connection to a centralized sewer system when a centralized sewer system becomes available. Modifications to 381.00655 F.S. providing for "financial incentives" in the event of non-connect.
- Monitor utility legislation that may have or require unfunded mandates or bring unnecessary business restrictions.
- Funding for Special Category Grants, Historic Architecture Restoration.
- Support of the Legislative issues for:
 - o Okeechobee County
 - o City of Okeechobee
 - o Okeechobee County School District

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 14

NOVEMBER 8, 2021

APPROVAL OF BOARD OF COUNTY COMMISSIONERS INVOICE

The Board of County Commissioners (BOCC) and City of Okeechobee Council (City) initiated a review committee to look at possible changes to the OUA Interlocal Agreement. The review committee was made up of two members from the BOCC and City. The OUA was asked to have two OUA Board members present for discussion purposes, but they were not allowed to vote on any actionable items.

During the meeting, discussions were open to all six attendees as well as the several others who were present for the meeting. At a previous committee meeting held several years ago, all six members were involved in discussions, motions and voting.

Recently, the OUA received a billing from the BOCC for a one third share of the invoice from a professional law firm that provided for a legal review/opinion on a determination of whether or not an elected official could be appointed to the OUA Board.

As the Executive Director, I routinely authorize payments for billings received that I had prior knowledge of and knew of the work product. In this case, I am not aware of the work, what was agreed to as an expense by all parties and the benefits from such work.

This agenda item is to make the OUA Board aware of the billing and that the OUA Board approves of payment.

BOARD OF COUNTY COMMISSIONERS

312 NW 3RD ST STE 165
 OKEECHOBEE FL 349724113
 Phone:(863)7636553

INVOICE: 1000004618

Page:1 of 1

***** CUSTOMER*****

OKEECHOBEE UTILITY AUTHORITY
 100 SW ST HAVE
 OKEECHOBEE FL 349744221

Invoice Date	Due Date	Ship Via	FOB	Terms	Reference	
09/30/2021	10/29/2021			30 DAY OF INV.		
Contact		Customer No	Phone	Fax	For	
		4015	(863)7639460		PROFESSIONAL SERVICES	
Quantity	UOM	Description			Unit Price	Extended
1.00		PROFESSIONAL SERVICES RENDERED 1,648.34 DEAN MEAD INVOICE # 389813 SEPTEMBER 30, 2021			1,648.3400	
					SUBTOTAL:	----- 1,648.34 -----
					TOTAL DUE:	1,648.34

Detach and Return With Payment

Send Payment To:

Invoice: 1000004618
 Customer: 4015
 OUA
 100 SW 5TH AVE
 OKEECHOBEE FL 34974-4221

BOARD OF COUNTY COMMISSIONERS
 312 NW 3RD ST STE 165
 OKEECHOBEE FL 34972-4113

TOTAL DUE: \$1,648.34
 AMOUNT PAID: _____

DEAN MEAD

Dean, Mead, Egerton, Bloodworth, Capouan & Bozarth, P.A.
420 S. Orange Avenue, Suite 700
P.O. Box 2346 (ZIP 32802-2346)
Orlando, Florida 32801

407-841-1200
407-423-1831 Fax
www.deanmead.com
FedTax ID#59-2049716

Orlando
Fort Pierce
Vero Beach
Viera
Tallahassee

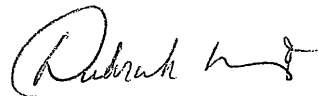
OKEECHOBEE BOARD OF COUNTY COMMISSIONERS
ATTN: COMMISSIONER TERRY BURROUGHS
304NW 2ND ST. - ROOM 123
OKEECHOBEE, FL 34972

September 30, 2021
ID: 011816.023112
INVOICE #389813
MDM

RE: GENERAL

FOR PROFESSIONAL SERVICES RENDERED:

TOTAL FEES	\$4,945.00
TOTAL CURRENT AMOUNT DUE	\$4,945.00
TOTAL AMOUNT DUE	\$4,945.00



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Fed Tax ID# 59-2049716

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Fort Pierce
Vero Beach
Viera
Tallahassee

OKEECHOBEE BOARD OF COUNTY COMMISSIONERS
ATTN: COMMISSIONER TERRY BURROUGHS
304 NW 2ND ST. - ROOM 123
OKEECHOBEE, FL 34972

September 30, 2021
ID: 011816.023112
INVOICE # 389813
MDM

RE: GENERAL

FOR PROFESSIONAL SERVICES RENDERED:

ITEMIZED ATTORNEY FEES

DESCRIPTION	DATE	ATTY	HOURS	RATE	AMOUNT
RECEIVE AND REVIEW MESSAGE FROM COMMISSIONER T. BURROUGHS; RESPOND TO MESSAGE.	09/01/21	MDM	0.20	600.00	120.00
TELEPHONE CONFERENCE WITH COMMISSIONER T. BURROUGHS RE NEEDED ANALYSIS OF FORMATION OF OVA AND INTERLOCAL AGREEMENT AND LIMITATIONS UPON APPOINTING ELECTED INDIVIDUALS TO SERVE; PREPARATION OF EMAIL TO JLW ON THE ABOVE SUBJECT MATTER.	09/02/21	MDM	0.50	600.00	300.00
RECEIVE AND RESPOND TO EMAIL WITH COMMISSIONER BURROUGHS RE MINUTES OF MEETING WITH QUESTIONS TO ADDRESS; FORWARD INFORMATION TO JLW.	09/10/21	MDM	0.30	600.00	180.00

* SERVICES PROVIDED BY PARALEGAL OR U.W. CLERK

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DESCRIPTION	DATE	ATTY	HOURS	RATE	AMOUNT
INITIAL REVIEW OF OUA MINUTES; EMAILS RE: SAME.	09/12/21	JLW	0.40	450.00	180.00
RESEARCH AND OPINION; PREPARATION OF EMAIL FORWARDING SAME TO JLW.	09/13/21	MDM	0.50	600.00	300.00
RECEIVE AND RESPOND TO EMAILS WITH JLW; TELEPHONE CONFERENCE WITH JLW RE REVIEW OF INTERLOCAL AGREEMENT AND PROPOSED CHANGES.	09/14/21	MDM	0.30	600.00	180.00
RECEIVE AND RESPOND TO MESSAGES FROM MDM RE OUA FILES AND RECORDS; REVIEW AND RECALL FILES; OBTAIN ADDITIONAL DOCUMENTS REQUESTED BY MDM AND JLW.	09/14/21	LB*	1.00	160.00	160.00
REVIEWING DOCUMENTS INCLUDING AGO OPINION AND CALLS AND EMAILS RE: QUESTION OF BOARD COMPOSITION.	09/14/21	JLW	1.10	450.00	495.00
RECEIVE AND RESPOND TO EMAILS WITH JLW RE FOLLOW UP TO INQUIRY.	09/15/21	MDM	0.20	600.00	120.00
RECEIVE AND RESPOND TO EMAILS WITH JLW; FORWARD INFORMATION TO JLW.	09/16/21	MDM	0.20	600.00	120.00
REVIEW DRAFT OF MEMO;	09/17/21	MDM	0.50	600.00	300.00

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DESCRIPTION	DATE	ATTY	HOURS	RATE	AMOUNT
PREPARATION OF EMAIL FROM JLW RE ADDITIONAL ISSUES TO ADDRESS AND RESTRUCTURING OF MEMO; RECEIVE AND RESPOND TO EMAILS ON THE ABOVE SUBJECT MATTER.					
CONTINUED DRAFTING OF MEMO AND EMAILS RE: SAME.	09/17/21	JLW	0.60	450.00	270.00
RECEIVE AND REVIEW DRAFT MEMO; PREPARATION OF EMAIL TO JLW RE REVISIONS AND STRUCTURE OF MEMO.	09/20/21	MDM	0.50	600.00	300.00
CONTINUING RESEARCH AND DRAFTING OF MEMORANDUM; EMAILS REGARDING SAME.	09/20/21	JLW	0.90	450.00	405.00
RECEIVE AND RESPOND TO EMAILS WITH COMMISSIONER T. BURROUGHS; REVIEW AND REVISE MEMORANDUM; PREPARATION OF EMAIL JLW; RECEIVE AND REVIEW REVISED MEMORANDUM AND ATTACHMENT.	09/21/21	MDM	0.70	600.00	420.00
CONTINUING DRAFTING AND RESEARCH AND EMAILS RE: MATTER.	09/21/21	JLW	1.50	450.00	675.00
RECEIVE AND RESPOND TO JLW RE REVISED MEMO AND	09/22/21	MDM	0.70	600.00	420.00

Tracy Rowland

From: Terry Burroughs
Sent: Tuesday, October 5, 2021 2:55 PM
To: Tracy Rowland
Cc: Deborah Manzo
Subject: OUA Interlocal Agreement Team

Tracy,
Per our discussion revolving around the Dean Mead bill. The team was established by the BOCC and the City Council to open up the OUA Interlocal agreement and make the appropriate changes that may be required. During the initial team discussion, an issue regarding the placement of an elected official on the OUA Board was brought forward. To move forward we required counsel from Michael Minton, Dean Mead. He is the attorney we have used on all changes to the Interlocal agreement. Since the BOCC and City Council authorized the opening up the agreement and with a legal issuerising in the initial session, the team reached out to the counsel of record to provide a ruling on the issue. Counsel has sent in a bill for his services whereby the legal billing should be split between the three entities (BOCC, OUA and City Council).

***Terry Burroughs Chairman
Okeechobee Board of County Commission District 4***

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 15

NOVEMBER 8, 2021

CHAMBER OF COMMERCE WATER BILLING

During the late Spring 2021 (May), the City of Okeechobee did some outside improvements to the city building currently used by the Chamber of Commerce. One of the improvements was landscaping to include plants and sod.

At the completion of this work, an irrigation system was connected to the OUA water supply for the building. The monthly utility bill paid by the Chamber went from \$25 to \$40 (<1,000 gallons per month) range to \$78.03 ((8,793 gallons) the first month, then to \$220.95 (30,447 gallons) up to \$621.60 (91,151 gallons). The Chamber has paid these bills.

During this time, the Chamber had plumbers look for leaks, City employees to look for possible leaks outside, all to no avail. It kept coming back to the landscape watering which was disconnected from the OUA water supply. Since the irrigation has been discontinued, their utility bills have been reduced dramatically.

Two options were asked of the OUA:

- 1) Could the OUA remove the excess water billing and bill the City of Okeechobee directly; or
- 2) Could the OUA waive the excess water bill since the Chamber serves the local business community, provides office space for several State officials and acts in a capacity as a quasi-governmental body and the City is a local governmental body.

OUA staff tabulated the total amount paid during by the Chamber during the May – July billing period, \$920.58. A typical bill based upon recent use prior to the landscaping was projected for the three month period and it calculated to be \$114.81. Rounding numbers, the amount of refund would be \$805.00 if approved by OUA Board action

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 16

NOVEMBER 8, 2021

PUBLIC COMMENTS

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 17

NOVEMBER 8, 2021

ITEMS FROM THE ATTORNEY

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 18

NOVEMBER 8, 2021

ITEMS FROM THE EXECUTIVE DIRECTOR

Southwest Wastewater Service Area

- Project 1 Design of the pump station & force main is at 90%
 - Master Pump Station (MPS)
 - Out for Bid
 - Force Main to NW15
 - Continuing
 - Force Main SE2 to MPS
 - Continuing

Oak Lake Estates Wastewater Project

- Construction on the stormwater system is complete
- Wastewater construction is complete
- Change Order No. 2 will be prepared for adding time and deleting money due to unused material
- Final pay request will also be prepared
- Final project close-out documents will be brought to the December OUA Board meeting

SW 5th Ave Wastewater System Improvements

- Work continuing

US441SE Water System Replacement

- Final Engineer invoice, Change Order No. 1 (deleting money) and contractor final pay request in today's agenda packet

AMI Project

- No activity

Meetings Attended

- Okeechobee County Economic Development Corporation
- Purchase of City of Okeechobee property pending

Christmas Dinner

- Does the OUA Board approve of distribution of the Employee Bonus included in the FY22 budget
- There is a group of employees requesting the Christmas Dinner to be held on December 9, 2021 and another group would prefer December 16, 2021. What date would the OUA Board prefer for the OUA Christmas Dinner

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 19

NOVEMBER 8, 2021

ITEMS FROM THE BOARD