

**OKEECHOBEE UTILITY AUTHORITY
WORKSHOP MINUTES**

Monday, August 28, 2023 6:00 P.M.

Okeechobee Utility Authority

100 SW 5th Avenue

Okeechobee, Florida

Chairperson Clay called the meeting to order at 6:15 P.M.

Chairperson Clay led all participating attendees and visitors in the Pledge of Allegiance.

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

Board Members:

Tommy Clay
John Gilliland
Harry Moldenhauer
Steve Nelson
Tabitha Trent

Alternates:

Absent:

Melanie Anderson
Glenn Sneider

OUA Members:

John Hayford	Tom Conely
Lauriston Hamilton	Michelle Willoughby
Jamie Mullis	

Chairperson Clay addressed Agenda Item No. 2 ‘OUA Project Worklist’ Executive Director Hayford discusses that at the last OUA Board meeting, a tentative listing and ranking of projects for 2024 was developed. Executive Director Hayford discusses the ranking for the FDEP Grant wastewater projects:

- SWSA Project 3 – Okee-Tantie
- SW 5th Avenue
- Lakefront Estates WWTF
- Treasure Island Expansion to include Kings Bay
- Basswood Septic to Sewer Project
- Whispering Pines

Executive Director Hayford discusses that he tried to complete a cost estimate of the projects. Executive Director Hayford discusses that after speaking with Connie VanAsche it was determined that there is not a large amount of money available. Executive Director Hayford discusses that the projects were prioritized with the first two projects; SWSA Project 3 – Okee-Tantie and SW 5th Avenue as they projects are currently in progress. Executive Director

discusses that that the only other project under consideration is Lakefront Estates, however the developer has not been forthcoming with information. Executive Director Hayford discusses options for the remaining projects.

Chairperson Clay discusses that after the meetings with Lakefront Estates, the developer was to provide paperwork to the OUA. Chairperson Clay that as of the date of this workshop the developer has not provided any information or paperwork to the OUA.

Attorney Conley discusses that Glades County is not a party to the Interlocal Agreement. Attorney Conley discusses that the Glades County Franchise Agreement was with Okeechobee Beachwater and it only addressed water. Attorney Conley discusses that it was a non-exclusive agreement which means Glades County could franchise with additional service providers. Attorney Conley advises the Board that this agreement expired in May of 2023. Chairperson Clay that this issue was addressed at a recent meeting with Glades County and the developer for Lakefront Estates. Chairperson Clay discusses that the rate of flow for water that is available from current OUA infrastructure. Chairperson Clay discusses the type of wastewater system that the developer plans to incorporate into the project.

Executive Director Hayford discusses that the OUA should be focusing on existing projects in Okeechobee County. The primary projects are SWSA Project 3 - Okee-Tantie and SW 5th Avenue. Executive Director informs the board that city came forward with a mandatory connection policy.

Executive Director Hayford discusses a FDOT Resurfacing and Guardrail Project on State Road 78 that runs from the intersection of 441 and 78 all the way to Limkin Creek. This project will affect approximately 2000 feet of our 8" watermain. Executive Director Hayford discusses that this FDOT project is almost tipping our hand at putting in a new watermain. Executive Hayford discusses that this may be installing a new 24" watermain to serve current customers and some future development. Chairperson asks about where the watermain would stop. Executive Director Hayford discusses the watermain would extend to just past Limkin Creek. Executive Directive Hayford discusses the costs that will be involved in installing a new 24" watermain. Executive Director discusses that this project will be in the Summer of 2024. Executive Director Hayford discusses that we will need to engage an engineer for this project. Harry Moldenhauer asks if the FDOT Project can be included in the FDEP Portal submissions. Executive Director Hayford discusses that the FDEP Portal funds are for wastewater projects only.

Chairperson Clay addressed Agenda Item No. 3 'FY24 Budget Review' Executive Director Hayford explains to the Board that the preliminary FY24 Budget will be discussed at this workshop. Executive Director Hayford discusses that staff can review each section of the budget if the board so desires. Chairperson Clay asks where is the actual expenditures from 2022/2023 budget. Finance Director Hamilton explains that actual expenditures were used to develop FY24 Budget. Executive Director Hayford discusses that at the start of the development of the FY24 budget staff used actual numbers for the first six months of the current year and compared them to where the OUA was budget wise in FY23. Staff did have to project the remaining six months

of the fiscal year. Chairperson Clay asks staff to provide six months of actual expenditures broken down in detail. Finance Director Hamilton informs the board that staff will provide the requested information to the board at the next meeting.

Chairperson Clay asks staff if the elimination of the single person shift was included in the proposed budget. Finance Director Hamilton informs the board that this item was not included in the budget. Executive Director Hayford discusses that there are a number of items that have been deferred until the completion of the Salary Survey Study. Chairperson Clay requests that staff provide the board with the costs of the staff related issues that have been previously discussed; elimination of single person shift, licensing, pay rates, etc. Board Member Trent requests actual budget numbers for the next meeting.

Finance Director Hamilton gave a detailed presentation of the FY24 Budget and answered questions from Board member as they arose.

Chairperson Clay addressed Agenda Item No. 4 'Public Comments' There were none.

There being no other business, meeting adjourned at 7:39 P.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 CD recording of this meeting is on file in the Executive Director's office.

Chairperson

Executive Director (Secretary)

