

**SOUTH SEMINOLE & NORTH ORANGE COUNTY
WASTEWATER TRANSMISSION AUTHORITY**

**410 Lake Howell Road
Maitland, FL 32751
Telephone 407-628-3419
www.ssnocwta.com**

**AUTHORITY SPECIAL BOARD MEETING
MEETING AGENDA AND PUBLIC NOTICE**

Wednesday, July 21, 2021

8:30 AM

1. Call to Order
2. Introductions
3. Approval of Action Minutes- May 19, 2021, Meeting
4. Public Comments
5. Review Monthly Financial Reports
6. New Business

a. RESOLUTION NO. 2021-01

**A RESOLUTION OF THE SOUTH SEMINOLE AND NORTH ORANGE COUNTY
WASTEWATER TRANSMISSION AUTHORITY ADOPTING THE FY 2021-2022
BUDGET PURSUANT TO SECTION 189.418, FLORIDA STATUTES.**

7. Old Business
 - a. Enabling Act Revisions Update.
 - b. Update REI – CHA Contract – Robert Reiss, Tim George
 - c. Internet Security Assessment
8. Reports
 - a) Attorney
 - b) Consulting Engineer
 - c) Executive Director
 - d) City of Orlando
9. Adjournment

**SOUTH SEMINOLE & NORTH ORANGE COUNTY
WASTEWATER TRANSMISSION AUTHORITY**

410 Lake Howell Road
Maitland, FL 32751
Telephone 407-628-3419
Fax 407-628-0153

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May 19, 2021

ACTION MINUTES

A meeting of the South Seminole & North Orange County Wastewater Transmission Authority Board was held on Wednesday, May 19, 2021. NOTICE WAS GIVEN that the Authority Board Meeting would take place at the Winter Park City Hall, 401 S. Park Ave., Winter Park, FL 32789. The meeting was held at 8:30 AM in the Commission Chambers on the second floor. Face masks were required.

The following members were present:

Randy Knight – Chairman	City of Winter Park
Victor Lutz – Vice Chairman	City of Casselberry
Mark Reggentin - Member	City of Maitland
Terry McCue – Secretary	Seminole County

Also, in Attendance:

Ed Gil de Rubio	Executive Director
Neysa Borkert	Authority Attorney
Tara Lamoureux, PE	City of Casselberry
Stefano Ceriana	Reiss Engineering
David Zusi	City of Winter Park
Jason Reigler	City of Winter Park
Frank Fernandez – Alternate Member	City of Casselberry
Paul Zimmerman – Alternate Member	Seminole County
Less Hamel	City of Winter Park

Virtual Attendance:

Mayor Charles Lacey	City of Winter Springs
David Bass	City of Orlando
Mark Sees	City of Orlando
Paul Duel	City of Orlando

I. Call to Order

Mr. Randy Knight, Chairman called the meeting to order at 8:38 AM.

II. Introductions

Introductions were made.

III Approval of Minutes – March 17, 2021, Meeting

Mr. McCue made the motion to accept the March 17, 2021, minutes. Seconded by Mr. Reggentin. The Board unanimously approved.

IV. Public Comments

No public comments.

V. Review monthly Financial Reports

Mr. Gil de Rubio reviewed the monthly financials for the month ending March 31, 2021, with the Board. Mr. Gil de Rubio also mentioned that the FY 21 / 22 Proposed Budget would be in the June monthly report and would be on the July Board agenda

No action taken.

VI. New Business

a. Annual Presentation from the City of Orlando, Iron Bridge Facility – David Bass, Mark Sees.

- The 2020 Average Annual Daily Flow for the Iron Bridge Facility was 21.7 MGD.
- The 2020 Average Annual Daily Flow for the Entities was 9.8 MGD.
- The Rate projection calculation for FY 21/22 is \$2.16/ kgal.
- The current rate is \$1.99/ kgal.

David Bass announced that he would be leaving his position at the Iron Bridge Facility.

No action taken.

VII. Old Business

a. Enabling Act Revisions Update

The revision is all set to be signed by the Governor.

No action taken.

b. Update REI – CHA Contract – Attorney Reischmann

Attorney Borkert on behalf of Attorney Reischmann informed the Board that the current contract with REI would have to be amended to allow the assignment of said contract to CHA.

Mr. McCue made the following motion:

- 1. Approve amending Section 15, “Assignment”, to the 2016 agreement between REI and SSNOCWTA allowing the assignment of the agreement upon written consent by SSNOCWTA to affiliated entities;**
- 2. Allow the assignment of the 2016 agreement from REI to CHA Consulting once CHA accepts the agreement as written.**

Seconded by Mr. Reggentin. The Board unanimously approved.

VIII. Reports

- a. **Attorney – Lift Stations Deeds** – No further updates.
- b. **Consulting Engineer** – Mr. Ceriana updated the Board on various projects.
- c. **Executive Director** – Mr. Gil de Rubio informed the Board about the passing of Marji Perkins who assisted Tom Reilly on the Authority's annual audit.

IX. Adjournment – Mr. Knight declared the meeting adjourned at 9:39 AM.

Submitted By:

Terry McCue \ Secretary

Approved By:

Randy Knight \ Chairman

S. Seminole & N. Orange County Wastewater Transmission Auth

CASH

As of May 31, 2021

May 31, 21

ASSETS

Current Assets

Checking/Savings

Cash Operating

1050 · O & M 5/3 Bank 3583

885,784.93

Total Cash Operating

885,784.93

Cash Restricted

1061 · Capital Projects 2016 5/37736

563,060.05

Total Cash Restricted

563,060.05

Cash Restricted SBA

1153 · I&I Pooled -SBA

1153.01 · I & I Maitland

3,471.52

1153.02 · I & I Casselberry

74,004.76

1153.03 · I & I Winter Park

81,496.21

1153.04 · I&I Seminole County

1,298,759.62

Total 1153 · I&I Pooled -SBA

1,457,732.11

1154 · R&R - 2004 -SBA

379,590.28

1155 · DEBT SVC-2004 - SBA

925,505.46

1157 · DEPREC. & RESERV -2004 - SBA

4,592,244.70

Total Cash Restricted SBA

7,355,072.55

Total Checking/Savings

8,803,917.53

SOUTH SEMINOLE AND NORTH ORANGE COUNTY WASTEWATER TRANSMISSION AUTHORITY
Budget to Actual Comparison

May 2021

FOR MANAGEMENT USE ONLY		Fiscal YTD	Annual Budget	Budget Variance	% of Budget
Ordinary Income/Expense					
Income					
4311 SEM COUNTY REVENUE	172,688.08	259,029.12	(86,343.04)	66.67%	
4312 CASSELBERRY REVENUE	213,503.68	320,255.52	(106,751.84)	66.67%	
4313 MAITLAND REVENUE	69,180.72	103,771.08	(34,590.36)	66.67%	
4314 WINTER PARK REVENUE	374,930.88	562,396.32	(187,465.44)	66.67%	
4369 MISCELLANEOUS	24,960.26				
4371 DEBT SERVICE PRINCIPAL	393,333.28	590,000.00	(196,666.72)	66.67%	
4372 DEBT SERVICE INTEREST	143,024.00	214,536.00	(71,512.00)	66.67%	
4375 - DEPRECIATION & COVERAGE	1,386,969.44	2,080,454.00	(693,484.56)	66.67%	
4390 - INTEREST INCOME		1,000.00	(1,000.00)	0.0%	
4391 - 4391 RESTRICTED INTEREST INCOME	6,876.99	30,000.00	(23,123.01)	22.92%	
Total Income	2,785,465.33	4,161,442.04	(1,375,976.71)	66.94%	
NO Debt Service Principal	393,333.28	590,000.00	(196,666.72)	66.67%	
	393,333.28	590,000.00	(196,666.72)	66.67%	
Total Income Less Debt Service Principal	2,392,132.05	3,571,442.04	(1,179,309.99)	66.98%	
Expense					
5231 FISCAL AGENT FEES	0.00	550.00	(550.00)	0.0%	
5359 CONTINGENCY	0.00	2,000.00	(2,000.00)	0.0%	
1 - PERSONAL SERVICES					
5223 HEALTH/LIFE INS	14,331.18	22,000.00	(7,668.82)	65.14%	
5224 WORKERS COMP	436.50	700.00	(263.50)	62.36%	
5252 AUTO ALLOWANCE	2,000.00	3,000.00	(1,000.00)	66.67%	
5320 TOTAL EMPLOYEE FICA	2,759.00	4,216.00	(1,457.00)	65.44%	
5321 TOTAL EMPLOYEE MDCR	645.25	986.00	(340.75)	65.44%	
5322 FL LEAGUE OF CITIES	16,000.00	24,000.00	(8,000.00)	66.67%	
5211 - EXEC DIRECTOR SALARY	42,503.00	65,000.00	(22,497.00)	65.39%	
Total 1 - PERSONAL SERVICES	78,674.93	119,902.00	(41,227.07)	65.82%	
3 - CONTRACTUAL SERVICES					
5331 PROFESSIONAL SERVICES	200,001.16	355,000.00	(154,998.84)	56.34%	
5332 AUDITING/ACCOUNTING	44,970.00	55,000.00	(10,030.00)	81.76%	
5334 CONTRACTUAL SERVICES	5,706.07	12,000.00	(6,293.93)	47.55%	
5580 - Locates	67,950.00	150,000.00	(82,050.00)	45.3%	
6560 - Payroll Expenses	80.75				
Total 3 - CONTRACTUAL SERVICES	318,707.98	572,000.00	(253,292.02)	55.72%	
5353 - BANK CHARGES	2,189.12				
5372 - INTEREST EXPENSE	143,024.00	214,536.00	(71,512.00)	66.67%	
6 - OPERATING EXPENSES					
5254 DUES/PUBLICATIONS	0.00	1,200.00	(1,200.00)	0.0%	
5341 TELEPHONE	5,018.74	6,000.00	(981.26)	83.65%	
5342 POSTAGE	0.00	500.00	(500.00)	0.0%	
5343 UTILITY SERVICES	7,076.25	22,000.00	(14,923.75)	32.17%	
5345 PROPERTY/LIAB INSURANCE	11,098.75	15,000.00	(3,901.25)	73.99%	
5347 PRINTING/DUPLICATING	0.00	800.00	(800.00)	0.0%	
5351 OFFICE SUPPLIES	2,715.55	5,000.00	(2,284.45)	54.31%	
5354 DUES/PUBLICATIONS	335.00				
5358 MISC. EXPENSE	0.00	500.00	(500.00)	0.0%	
Total 6 - OPERATING EXPENSES	26,244.29	51,000.00	(24,755.71)	51.46%	
7 - MAINTENANCE					
5346 REPAIRS/MAINTENANCE					
5578 - ARV Maintenance	72,096.51	100,000.00	(27,903.49)	72.1%	
5346 REPAIRS/MAINTENANCE - Other	57,818.97	400,000.00	(342,181.03)	14.46%	
Total 5346 REPAIRS/MAINTENANCE	129,915.48	500,000.00	(370,084.52)	25.98%	
Total 7 - MAINTENANCE	129,915.48	500,000.00	(370,084.52)	25.98%	
Total Expense	698,755.80	1,459,988.00	(761,232.20)	47.86%	
Net Income Includes Depreciation Funding Revenue	1,693,376.25	2,111,454.04	(418,077.79)	80.2%	
OTHER EXPENSE CAPITAL BUDGET ITEMS					
Current Year Budgeted Capital Projects					
Capital Expenditures					
5552 - FM 1 Aloma Ave Force Main	1,370,619.36	1,109,756.00	260,863.36		
Maitland Master		600,000.00	(600,000.00)		
Pump Station/line Projects	61,593.85	800,000.00	(738,406.15)		
Force Main Projects		644,000.00	(644,000.00)		
5573 - Lift Station Repair & Renovation	57,571.00		57,571.00		
5574 - Generator Replacement	56,443.75	300,000.00	(243,556.25)		
Depreciation Fund Capital Exp - Other	0.00				
Total Depreciation Fund Capital Exp	1,546,227.96	3,453,756.00	(1,907,528.04)	44.77%	
Total Capital Expenditures	1,546,227.96	3,453,756.00	(1,907,528.04)	44.77%	
Net OtherExpense Capital	-1,546,227.96	-3,453,756.00	1,907,528.04	44.77%	
Net IncomeAfter Capital Projects Expenditures	147,148.29	-1,342,301.96	1,489,450.25	-10.96%	

Capital Improvement Projects 2021-2025

May

Completed

Capital Improvement Projects 2021-2025										May	
CIP I.D.	Description	Priority	Cost Incurred As of 9/30/20	Year To Date Project Cost Incurred	To Date Project Cost	Total Projected Project Cost	Completed				
							Annual Budgeted CIP				
Force Main Repair and Replacement Projects							Oct 2020 - Sept 2021	Oct 2021 - Sept 2022	Oct 2022 - Sept 2023	Oct 2023 - Sept 2024	Oct 2024 - Sept 2025
C-200 Pipe Replacement Phase I Costs											
FM-1	Aloma Ave. and Dean Rd.	1	\$2,129,280	\$1,370,619	\$3,499,899	\$0	\$0	\$0	\$0	\$0	\$0
LSFM-07	Big Bend Trl. / Thunder Trl.	1			\$3,200,000		\$1,070,720				
FM-023	SR 436 Force Main Loop	4				\$1,751,120		\$1,751,120			
FM-19A	Citus Ave. Easement	1			\$538,000		\$538,000				
LSFM-12	Eastbrook FM	1			\$53,000		\$53,000				
LSFM-17	Monterey FM	1			\$53,000		\$53,000				
FM-10A	Howell Branch Rd. / Old Howell Branch Rd.	1			\$5,795,000					\$2,858,000	\$2,937,000
FM-07B	Kewanee Pedestrian Trail	1			\$85,000						
LSFM-32	Arrow (308) FM	1			\$46,000						
FM-13	Red Bug Lake Rd.	1			\$3,713,000					\$46,000	
FM-12C	Red Bug Lake Rd.	2			\$827,000						
Lift Station Repair and Renovation Projects											
LS-1 ^A	Maitland Master LS	1	\$35,333		\$35,333	\$1,236,000	\$600,000	\$600,000		\$0	\$0
LS-12	Eastbrook	1		\$12,319		\$450,000	\$450,000				
LS-23	Bear Creek	1		\$12,319		\$350,000	\$350,000				
LS-05	Waverly/Indian Hills	1				\$530,000		\$530,000			
LS-24	Aloma Bend	1				\$397,500		\$397,500			
LS-32	Arrow (308)	2				\$381,500			\$381,500		
LS-06	Eagle Circle	2				\$490,500			\$490,500		
LS-08	Howell Creek	2				\$560,000				\$560,000	
LS-25	Aloma Park	2				\$420,000				\$420,000	
LS-26	Central Five	2				\$517,500					\$517,500
LS-11	Winter Park Estates	2				\$632,500					\$632,500
LS-09	Winter Park Central	2				\$708,000					
LS-30	Lake Ann	3				\$472,000					
Generator Repair and Renovation Projects											
LS-29	Clifton Park*	3		\$12,319		\$130,000					
LS-28	Clayton Crossings*	3		\$12,319		\$70,000					
LS-14	Consumers*	4				\$150,000					
LS-36	Tuskawilla Estates*	4		\$12,319		\$80,000			\$150,000		
GEN-15	Forsyth	4		\$56,444		\$100,000			\$80,000		
								</			

RESOLUTION NO. 2021-01

**A RESOLUTION OF THE SOUTH SEMINOLE AND
NORTH ORANGE COUNTY WASTEWATER
TRANSMISSION AUTHORITY ADOPTING THE FY
2021-2022 BUDGET PURSUANT TO SECTION
189.016, FLORIDA STATUTES.**

WHEREAS, the South Seminole and North Orange County Wastewater Transmission Authority (the "Authority") is a special district, a local unit of government, created by Chapter 78-617 (Senate Bill No. 1341), also known as the ENABLING ACT; and

WHEREAS, Section 189.016, Florida Statutes requires the governing body of each special district in the State of Florida adopt a budget by resolution each fiscal year; and

WHEREAS, the Board of Directors, i.e., the governing body of the Authority, consistent with its ENABLING ACT and with Section 189.016, Florida Statutes, has reviewed and considered the Budget for the Authority for the Budget Year 2021-2022.

NOW THEREFORE, BE IT RESOLVED by the Governing Board of the South Seminole and North Orange County Wastewater Transmission Authority as follows:

SECTION 1. The governing body of the Authority, a special district, pursuant to Section 189.016, Florida Statutes, hereby adopts the Budget for the Authority for the Budget Year 2021-2022 (Exhibit A). The Budget document is available at 410 Lake Howell Road, Maitland, FL 32751.

SECTION 2. The Authority's Executive Director is directed to transmit this Resolution No. 2021-01 and the attached Budget, to the Authority member entities.

SECTION 3. This South Seminole and North Orange County Wastewater Transmission Authority Resolution No. 2020-01 shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 21 day of July, 2021.

**SOUTH SEMINOLE AND NORTH
ORANGE COUNTY WASTEWATER
TRANSMISSION AUTHORITY**

By: _____
Randy Knight \ Chairman

ATTEST:

Terry McCue \ Secretary

EXHIBIT (A)

SOUTH SEMINOLE & NORTH ORANGE COUNTY WASTEWATER TRANSMISSION AUTHORITY
SCHEDULE I

FISCAL YEAR 2021 - 2022

REVENUES

ACCOUNT	DESCRIPTION	AMENDED FINAL FY 16-17	ADOPTED FY 17-18	ADOPTED FY 18-19	ADOPTED FY 19-20	ADOPTED FY 20-21	PROPOSED FY 21-22
SEWER UTILITY OPER REVENUE							
511	SEMINOLE COUNTY	\$165,500	\$162,718	\$206,140	\$248,630	\$259,029	\$238,439
512	CASSELBERRY	\$204,620	\$201,180	\$254,865	\$307,399	\$320,256	\$294,799
513	MAITLAND	\$66,302	\$65,188	\$82,583	\$99,605	\$103,771	\$95,522
514	WINTER PARK	\$359,330	\$353,290	\$447,565	\$539,818	\$562,396	\$517,692
515	WINTER SPRINGS	\$0	\$0	\$0	\$0	\$0	\$0
	SEWER UTILITY OPER REVENUE	\$795,752	\$782,376	\$991,153	\$1,195,452	\$1,245,452	\$1,146,452
CAPITAL IMPROVEMENTS							
103.50	COVERAGE FACTOR	\$106,598	\$80,124	\$80,047	\$79,813	\$80,454	\$80,676
	DEPRECIATION RESERVE	\$500,000	\$525,000	\$1,000,000	\$1,500,000	\$2,000,000	\$2,500,000
	TRANSFER TO CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0
		\$606,598	\$605,124	\$1,080,047	\$1,579,813	\$2,080,454	\$2,580,676
ESTIMATED DEBT SERVICE							
521	PRINCIPAL	\$805,000	\$550,000	\$570,000	\$580,000	\$590,000	\$605,000
522	INTEREST	\$260,978	\$251,235	\$230,466	\$218,127	\$214,536	\$201,764
	DEBT SERVICE	\$1,065,978	\$801,235	\$800,466	\$798,127	\$804,536	\$806,764
SEWER UTILITY MISC. REVENUES							
430-361.100	INTEREST EARNINGS	\$2,000	\$2,000	\$1,000	\$1,000	\$1,000	\$1,000
430-369.300	RESTRICTED INTEREST EARNINGS	\$7,000	\$7,000	\$100,000	\$100,000	\$30,000	\$12,000
	Miscellaneous Revenue	\$918					
	MISCELLANEOUS REVENUE	\$9,918	\$9,000	\$101,000	\$101,000	\$31,000	\$13,000
CHARGES FOR SERVICE							
		\$2,468,328	\$2,188,735	\$2,871,666	\$3,573,392	\$4,130,442	\$4,533,892
	TOTALS	\$2,478,246	\$2,197,735	\$2,972,666	\$3,674,392	\$4,161,442	\$4,546,892
GRAND TOTALS							
		\$2,478,246	\$2,197,735	\$2,972,666	\$3,674,392	\$4,161,442	\$4,546,892

SCHEDULE I

SCHEDULE II

FISCAL YEAR 2021-2022

SOUTH SEMINOLE & NORTH ORANGE COUNTY WASTEWATER TRANSMISSION AUTHORITY

EXPENDITURES

ACCOUNT	DESCRIPTION	AMENDED FINAL FY 16-17	ADOPTED FY 17-18	ADOPTED FY 18-19	ADOPTED FY 19-20	ADOPTED FY 20-21	PROPOSED FY 21-22
ADMINISTRATION							
535-5211	EXECUTIVE SALARY	\$77,000	\$81,000	\$65,000	\$65,000	\$65,000	\$65,000
20	FICA	\$4,960	\$5,208	\$4,216	\$4,216	\$4,216	\$4,216
21	MEDICARE	\$1,160	\$1,218	\$986	\$986	\$986	\$986
22	FL. LEAGUE OF CITIES	\$12,000	\$8,000	\$24,000	\$24,000	\$24,000	\$24,000
23	LIFE & HEALTH INS.	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000
24	WORKMANS COMPENSATION	\$700	\$700	\$700	\$700	\$700	\$700
31	FISCAL AGENT FEES	\$550	\$550	\$550	\$550	\$550	\$550
40	TRAVEL & TRAINING	\$0	\$0	\$0	\$0	\$0	\$0
52	AUTOMOBILE ALLOWANCE	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
54	DUES/PUBLICATIONS	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
ADMINISTRATION		\$122,370	\$122,676	\$121,452	\$121,452	\$121,452	\$121,452

OPERATIONS & MAINTENANCE							
31	PROFESSIONAL SERVICES	\$120,000	\$150,000	\$255,000	\$305,000	\$355,000	\$255,000
32	ACCOUNTING & AUDITING	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$56,000
34	OTHER CONTRACTUAL SERVICES	\$6,500	\$6,500	\$9,500	\$12,000	\$12,000	\$12,000
34	LOCATES	\$75,000	\$75,000	\$75,000	\$150,000	\$150,000	\$150,000
41	TELEPHONE	\$3,300	\$4,200	\$5,200	\$6,000	\$6,000	\$8,000
42	POSTAGE	\$500	\$500	\$500	\$500	\$500	\$500
43	UTILITY SERVICE	\$19,500	\$22,000	\$22,000	\$22,000	\$22,000	\$20,000
45	INSURANCE	\$11,000	\$13,000	\$14,000	\$15,000	\$15,000	\$15,000
46	REPAIRS & MAINTENANCE	\$375,000	\$325,000	\$425,000	\$500,000	\$500,000	\$500,000
47	PRINTING & DUPLICATING	\$800	\$800	\$800	\$800	\$800	\$800
51	OFFICE SUPPLIES	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
54	DUES/MEMBERSHIPS	\$200	\$200	\$200	\$200	\$200	\$200
58	MISCELLANEOUS	\$500	\$500	\$500	\$500	\$500	\$500
59	CONTINGENCY EXPENSES	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
OPERATIONS & MAINTENANCE		\$674,300	\$659,700	\$869,700	\$1,074,000	\$1,124,000	\$1,025,000

CAPITAL IMPROVEMENTS							
5456	COVERAGE	\$106,598	\$80,124	\$80,047	\$79,813	\$80,454	\$80,676
5456	DEPRECIATION	\$500,000	\$525,000	\$1,000,000	\$1,500,000	\$2,000,000	\$2,500,000
64	EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL IMPROVEMENTS		\$606,598	\$605,124	\$1,080,047	\$1,579,813	\$2,080,454	\$2,580,676

DEBT SERVICE							
71	PRINCIPAL	\$805,000	\$550,000	\$570,000	\$580,000	\$590,000	\$605,000
72	INTEREST	\$260,978	\$251,235	\$230,466	\$218,127	\$214,536	\$201,764
DEBT SERVICE		\$1,065,978	\$801,235	\$800,466	\$798,127	\$804,536	\$806,764
TOTAL		\$2,469,246	\$2,188,735	\$2,871,665	\$3,573,392	\$4,130,442	\$4,533,892

Removed Locates in prior years from Repairs & Maintenance for Comparison

SCHEDULE II

SOUTH SEMINOLE & NORTH ORANGE COUNTY WASTEWATER TRANSMISSION AUTHORITY
SCHEDULE III

BUDGET EXPLANATION

FISCAL YEAR 2021-2022

ACCOUNT DESCRIPTION

EXPENSE JUSTIFICATION

II AMENDED II
FINAL
I FY 16-17 FY 17-18 FY 18-19 FY 19-20 FY 20-21 FY 21-22

ADMINISTRATION

535-512.11 EXECUTIVE SALARY

20 FICA

21 MEDICARE

22 FLORIDA LEAGUE OF CITIES PENSION

23 LIFE & HEALTH INS.

24 WORKMAN'S COMPENSATION

31 FISCAL AGENT FEES

40 TRAVEL & TRAINING

52 AUTOMOBILE ALLOWANCE

54 SUBSCRIPTIONS & MEMBERSHIPS

@ 6.2% Gross Wages Paid (includes auto)	\$77,000	\$81,000	\$65,000	\$65,000	\$65,000	\$65,000
@ 1.45% Gross Wages Paid (includes auto)	\$4,960	\$5,208	\$4,216	\$4,216	\$4,216	\$4,216
@ 12.30% Regular Wages Paid	\$1,160	\$1,218	\$986	\$986	\$986	\$986
@ \$1900 X 12 months Spouse included Life Ins Inc \$1,300/Altaf Reimb	\$12,000	\$8,000	\$24,000	\$24,000	\$24,000	\$24,000
@ Annual Salary X Adj Factor	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000
Fiscal Agent Fees	\$700	\$700	\$700	\$700	\$700	\$700
@ \$250.00 per month x 12 months	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
GFOA-585 FCCMA-306 FASID-175 FGIQA-25 - Misc Renewals	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
ADMINISTRATION	\$122,370	\$122,676	\$121,452	\$121,452	\$121,452	\$121,452

Engineering Services \$225,000, Attorney Fees @ \$110 per hr \$15,000

System Technology \$15,000 (change in classification some services)

Annual Audit Fees (inc +CPI index @ 2.3%) + Accounting Fees \$35,000

Lawn Maintenance @ \$100 per Month = \$1200

Termix @ \$295-Annual Termite Contract + Regular pest @ \$340 annual

Janitorial Services @ \$45.00 per week period = \$2340

Window Cleaning \$180 month \$2,160

Website Maintenance \$2,000

Sunshine One Call @ \$ 200 per month = \$2400

Removed Locales in prior years from Repairs & Maintenance for Comparison

BrightHouse Internet/phone Connection @ \$ 290.00 per month = \$3500

Ed cell @ \$50.00 per month = \$600 Cell Data Collection \$4000 Verizon

Duke Energy @ \$ 1,200 per month = \$15,000

Seminole Water S Sewer @ \$ 15 per month = \$180

Casberry Utilities @ \$ 40 per month = \$480

WCA @ \$ 50 per month = \$600

Property/Liability @ \$ 15,000

Meter Calibration \$25,000 & Repair

Valve Exercising Program \$100,000 Pump Maintenance \$100,000

Air Release Valve Maintenance-\$100,000 + Emergency Station Repair/Maint \$200,000

CAFR

OPERATIONS & MAINTENANCE
ADMINISTRATION & O&M

\$674,300	\$659,700	\$869,700	\$1,074,000	\$1,124,000	\$1,025,000	\$2,000
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\$796,670	\$782,376	\$991,152	\$1,195,452	\$1,245,452	\$1,146,452	\$2,000
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\$106,598	\$80,124	\$80,047	\$79,813	\$80,454	\$80,676	\$80,676
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\$500,000	\$525,000	\$1,000,000	\$1,500,000	\$2,000,000	\$2,500,000	\$2,500,000
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\$606,598	\$605,124	\$1,080,047	\$1,579,813	\$2,080,454	\$2,580,676	\$2,580,676
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\$805,000	\$550,000	\$570,000	\$580,000	\$590,000	\$605,000	\$605,000
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\$260,978	\$251,235	\$230,466	\$218,127	\$214,536	\$201,764	\$201,764
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\$1,065,978	\$801,235	\$800,466	\$798,127	\$804,536	\$806,764	\$806,764
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\$2,469,246	\$2,188,735	\$2,871,665	\$3,573,392	\$4,130,442	\$4,533,892	\$4,533,892
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SOUTH SEMINOLE & NORTH ORANGE COUNTY WASTEWATER TRANSMISSION AUTHORITY
SCHEDULE IV

FY 2021-2022

PRELIMINARY SCHEDULE OF RATES AND CHARGES

Annual Depreciation Reserve FY 15-16	\$500,000
Annual Depreciation Reserve FY 16-17	\$500,000
Annual Depreciation Reserve FY 17-18	\$525,000
Annual Depreciation Reserve FY 18-19	\$1,000,000
Annual Depreciation Reserve FY 19-20	\$1,500,000
Annual Depreciation Reserve FY 20-21	\$2,000,000
Annual Depreciation Reserve FY 21-22	\$2,500,000

ENTITY	CAPACITY %	Series 2016B %	Series 2016A %	Depreciation Reserve %	2016 Bond(2004)		2016 Bond A		10%	TOTAL	O & M	Depreciation	TOTAL	TOTAL	PERCENTAGE	INCREASE
					Principal Debt Service FY 21-22	Interest Debt Service FY 21-22	Principal Debt Service FY 21-22	Interest Debt Service FY 21-22	Cov Factor All Debt Serv FY 21-22	DEBT SVC w/Coverage Factor FY 21-22	Charges FY 21-22	Reserve CHARGES FY 21-22	CHARGES FY 21-22	CHARGES FY 20-21	of Change	(DECREASE)
Casselberry	25.714%	46.886%	32.450%	25.714%	\$152,380	\$48,561	\$90,860	\$31,863	\$32,366	\$356,030	\$294,799	\$642,850	\$1,293,679	\$1,189,263	8.78%	\$104,416
Maitland	8.332%	15.191%	10.480%	8.332%	\$49,371	\$15,734	\$29,344	\$10,291	\$10,474	\$115,213	\$95,522	\$208,300	\$419,035	\$385,201	8.78%	\$33,834
Seminole County	20.798%	37.923%	0.000%	20.798%	\$123,250	\$39,278	\$0	\$0	\$16,253	\$178,780	\$238,439	\$19,950	\$937,169	\$852,436	9.94%	\$84,733
Winter Park	45.156%	0.000%	57.070%	45.156%	\$0	\$0	\$159,796	\$56,038	\$21,583	\$237,418	\$517,692	\$1,128,900	\$1,884,009	\$1,703,542	10.59%	\$180,467
Total	100.000%	100.000%	100.000%	100.000%	\$325,000	\$103,572	\$280,000	\$98,192	\$80,676	\$887,440	\$1,146,452	\$2,500,000	\$4,533,892	\$4,130,442		\$403,450
PRIOR YEAR					\$315,000	\$110,376	\$275,000	\$104,160	\$80,454	\$884,290	\$1,245,452	\$2,000,000		\$4,130,442		

SCHEDULE IV

South Seminole & North Orange County Wastewater Transmission Authority

SCHEDULE V

FISCAL YEAR 2021 - 2022

DEPRECIATION RESERVE FUND

Depreciation Reserve Fund - Funds Available

Estimated Balance as of 9/30/21	\$4,500,000
Depreciation Revenues FY 2021-2022	\$2,500,000
Interest earnings FY 2021-2022	\$11,000
Available Balance FY 2021-2022	<u>\$7,011,000</u>

Proposed Budgeted Expenditures

	TOTAL Estimated Project cost	Work In Progress September 30, 2021	FY 2021- 2022 Project cost
Citrus Avenue Easement Force Main	\$538,000		\$538,000
Eastbrook FM	\$53,000		\$53,000
Monterey FM	\$53,000		\$53,000
SR 436 FORCE Main Loop	\$1,751,120		\$700,000
LS 1 Maitland Master	\$1,235,334	35,334	\$1,200,000
Aloma Bend	\$397,500		\$397,500
Arrow	\$381,500		\$381,500
Eagle Circle	\$490,500		\$490,500
Tuskawilla Estates Generator	\$80,000		\$80,000

Depreciation Expenditures 2019-2020

\$3,893,500

Estimated Fund Balance as of 9/30/21

\$3,117,500

Minimum Fund Balance

\$3,117,500

\$2,000,000

SCHEDULE V



**SOUTH SEMINOLE & NORTH ORANGE COUNTY
WASTEWATER TRANSMISSION AUTHORITY**

• 410 Lake Howell Road • Maitland, FL 32751
• Telephone 407-628-3419 • Fax 407-628-0153

July 21, 2021

To: Authority Board Members

From: Ed Gil de Rubio
Executive Director

Subject: Agenda Report

Status Report – Air Release Valve (ARV) Cleanings and Replacements –

ARV Quarter Cleanings – CHA Companies, Inc. (CHA) completed the 2nd quarter ARV Cleanings on June 29th and 30th. During the cleanings two issues were discovered:

- 1) ARV #50 - Elbow is leaking
- 2) ARV#44 - Isolation plug valve requires replacement

CHA will coordinate with Danus Inc., the ARV cleaning contractor, for repair quotes.

ARV CIP Work – In the past, ARV repairs were typically assigned to one of the continuing contractors; however, with the proposed work, all the contractors were invited to bid on these ARV relocations to obtain the best possible cost.

The final addendum was issued to the contractors on July 14th and bids are due on August 4th.

ARV Odor Checks – The odor checks were completed on July 14th and no major odor issues were found.

ARV021 (Dickies ARV) continues to have low odor readings (low H₂S) however; other odor related issues have arisen, the most prominent being the oxidation of the vault hatch. Eventually the hatch will require replacement or coating. CHA staff will continue to monitor the hatch until further action is required.

A new Multi Gas Detector, capable of measuring H₂S and Oxygen, will be purchased for when odor checks or repairs, need take place inside of vaults.

ARV111 – leaking ARV – On Tuesday July 6th, CHA received an afterhours call that ARV111 was leaking. CHA responded, isolated the ARV, and cleaned the surrounding area that was impacted by the leak. The ARV is currently off and will be repaired by CHA.

Status Report – Pump Stations –

Status Report – Winter Park Estates Pump Station –

Repairs – Bids were received and were still above the allowable budget. CHA, per direction from the Executive Director, reached out to the low bidder, L7 Contractors, to obtain an updated bid for only the guiderail replacement. The additional work that was considered will be removed from the scope and completed later.

Weed Growth in Easement – CHA is contacting two (2) landscapers to obtain quotes to maintain the easement free of weeds and overgrowth.

Status Report – Forsyth PS –

Generator Replacement – Danus Inc., the contractor for the installation of the new generator is in the process of obtaining permits from Orange County.

Status Report – Maitland Master Pump Station –

Bid – CHA is waiting for additional information from the City of Maitland.

Status Report – Winter Park Central Pump Station –

Surge Units – CHA and System Tech LLC have coordinated with the City of Winter Park, which will relocate the surge protectors. Once relocated, the city will inform System Tech LLC, who will replace the surge protectors.

Access Code – The City of Winter Park will provide an access code for the Winter Park Public Works compound so that SSNOCWTA personnel and CHA can access the PS site.

Pump Replacement – A Purchase Order was issued for a pump replacement. The City of Winter Park received the pump from Xylem Pump and installed the new pump. This agenda item will be installed.

ATS Repair – The generator ATS experienced some issues, which required repairs. The City of Winter Park contacted its ATS repair company and SSNOCWTA issued a Purchase Order to complete the repairs. The repairs have been completed and the ATS is functioning properly once again. This agenda item will be closed out.

Status Report – Slovak Gardens Development – CHA reviewed various design updates of the proposed pump station / site and provided comments. City of Casselberry and CHA have been coordinating on comments and a final set of comments will be reviewed when the proposed plans are submitted for City Engineering approval.

Status Report – FY2020/21 PS Improvements and Generator Additions – CHA has been updating plans and specs per comments received. A site visit that was completed in June 2021, discovered additional construction scope items that need to be addressed and an amendment is being developed.

Status Report – SSNOCWTA Pipelines –

Status Report – Easement Surveys –

Antilles Drive – The SSNOCWTA Attorney has informed CHA that the easement is close to being finalized.

Eagle Circle – No Activity.

Status Report – Aloma/Dean Sewer Reconnection – The project is currently waiting on two items:

- 1) Replacement of the traffic loops, in which Orange County has helped. CHA and SanPik (the contractor) are coordinating with Orange County to complete the work. As of July 13, 2021, CHA is still waiting for Orange County coordination.
- 2) Installation of the new electrical pole. Duke Energy requires an easement for its new service pole to be installed. CHA is coordinating with Seminole County for permission to obtain an easement within the County ROW and coordinating with a surveyor to obtain the easement sketch and description.

Status Report – FY20/21 Pipeline Replacement CIP Project – CHA is coordinating with its surveyor and environmental sub-consultant. Within the preliminary phase of the project, the surveyor will determine property ownership and easements along the pipeline route, and the environmental sub will review the requirements for the pipeline to cross the stream.

Aloma Bend Flow Meter – On July 12th, CHA was informed that a car hit the Aloma Bend Meter cabinet. Upon arriving at the site, it was discovered that the flow meter cabinet had been completely removed from its original location. The cabinet is currently being stored at the Marigold PS. System Tech LLC is verifying the functionality of all the parts and pieces to determine which will need replacement. CHA is following up with the Sheriff's office to determine if the driver had insurance.



Status Report – Scope –

Status Report – Howell Branch FM Assessment – The scope has been approved but will be executed at the beginning of the next fiscal year.

The scope will assess the Howell Branch FM including ultrasonic testing at multiple locations along the Howell Branch FM and a preliminary design report / tech memo to study the feasibility of extending the SSNOCWTA FM along SR436, between Howell Branch Road and the southern extent of the SSNOCWTA system.

Status Report – REI As-Needed Services –

Enabling Act – Has been updated!

Seminole County / Waverly PS – No Activity.

Seminole County Master Plan – No Activity.

Status Report – 811 Sunshine – In the month of June 2021, there were 184 locate tickets called in. This is the 4th highest number of tickets in the last 6 months, and below the 6-month running average of 188 tickets.

Status Report – Cyber Security – SSNOCWTA's new IT Consultant will review the current IT security parameters of the SSNOCWTA office and determine the next appropriate step.

Financial Report – Enclosed are the Financial Reports and the updated Capital Improvement Projects Report. As of May 31, 2021, there is a net income of \$306,406.80 for the year.

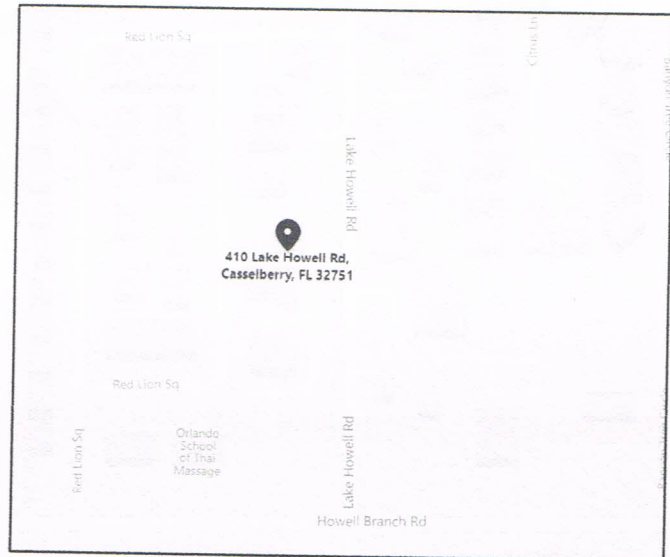
Flow Reports – Overall the daily metered system flows for the month of June 2021 averaged 8.67 MGD for a monthly total of 26.015 MG. This is a 0.001% decrease over the May 2021 flows.

Monthly Board Meeting

SSNOCWTA OFFICE

**FACE MASKS
REQUIRED IF NOT
VACCINATED**

**Wednesday
July 21, 2021
8:30AM**



**SSNOCWTA Office
410 Lake Howell Road
Maitland, FL**

REVISED
AUTHORITY BOARD MEETING SCHEDULE
2020/2021

Regular Board meetings for South Seminole & North Orange County Wastewater Transmission Authority are scheduled for the third (3th) Wednesday of every other month, beginning at 8:30 A.M., in the Authority Board Office located at 410 Lake Howell Road as follows:

~~COVID UPDATE~~
~~UNTIL FURTHER NOTICE MEETINGS HAVE BEEN MOVED TO~~
~~WINTER PARK CITY HALL CITY COMMISSION CHAMBERS 2nd FLOOR~~
~~401 S Park Avenue~~

November 12, 2020
January 28, 2021
March 17, 2021
May 19, 2021 At Iron Bridge Wastewater Treatment Facility
July 21, 2021
September 15, 2021
November 10, 2021 1 Week Earlier because of Thanksgiving