

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

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

**AUTHORITY BOARD MEETING
AGENDA AND PUBLIC NOTICE
Wednesday, September 15, 2021
8:30 AM**

1. Call to Order
2. Introductions
3. Annual Selection of Officers – Section 4 (5) Enabling Act
 - a. Chairman
 - b. Vice Chairman
 - c. Secretary
- 4.. Approval of Action Minutes – July 21, 2021 Meeting
August 18, 2021 Special Meeting
5. Public Comments
6. Review Monthly Financial Reports
7. New Business
 - a. To approve a renewal to CHA Engineering for professional services in accordance with section 6.3.2 of the “South Seminole North Orange County Wastewater Transmission Authority Agreement for General Professional Engineering Services with CHA Engineering, Inc.” This renewal is the first (2) of two (2) periods. Each period being two (2) years in length.
8. Old Business
 - a. Review and consider Amendment 1 of the Executive Director’s Contract.
9. Reports
 - a) Attorney
 - b) Consulting Engineer
 - c) Executive Director
 - d) City of Orlando
10. Adjournment

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July 21, 2021

ACTION MINUTES

A meeting of the South Seminole & North Orange County Wastewater Transmission Authority Board was held on Wednesday, July 21, 2021, 8:30 AM at 410 Lake Howell Road, Maitland FL 32751.

The following members were present:

Randy Knight – Member	City of Winter Park
Paul Zimmerman – Alternate Member	Seminole County
Victor Lutz - Member	City of Casselberry
Mark Reggentin – Member	City of Maitland

Also in Attendance:

Ed Gil de Rubio	Executive Director
Bill Reischmann	Authority Attorney
Tara Lamoureux, PE	City of Casselberry
David Zusi, PE	City of Winter Park
Frank Fernandez	City of Casselberry
Stefano Ceriana	CHA Engineering
Timothy George	CHA Engineering

I. Call to Order

Mr. Knight called the meeting to order at 8:31 AM

II. Introductions

Introductions were made around the room.

III. Approval of Action Minutes – May 19, 2021 Meeting

Mr. Reggentin moved to approve the May 19, 2021 Meeting Minutes. Seconded by Mr. Zimmerman. The Board unanimously approved.

IV. Public Comments

No public comments.

V. Review Monthly Financial Reports

Mr. Gil de Rubio reviewed the monthly financials with the Board.

No action taken.

VI. New Business

RESOLUTION NO. 2021-01

- a. 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.**

Mr. Gil de Rubio reviewed the proposed FY 2021/2022 Budget. Administration will be leveled funded. Operations and Maintenance was reduced by \$99,000. Depreciation was increased from \$2,000,000 to \$2,500,000. This account will level off and should not increase for the next several years. The total proposed budget is \$4,533,892.

Mr. Knight moved to amend the budget giving the Executive Director a 2.5% increase in his salary. The funds for this amount will come from line 59 "Contingency Expense." Seconded by Mr. Lutz. The amendment was unanimously approved.

Mr. Reggentin moved to approve the FY 2021 – 2022 Budget as amended. Seconded by Mr. Lutz. The Board unanimously approved.

Mr. Reggentin moved to approve Resolution NO. 2021-01. Seconded by Mr. Lutz. The Board unanimously approved.

At this point of the meeting Mr. Lutz announced that he will be retiring from the Board this upcoming January 2022. The Board collectively thanked Mr. Lutz for his years of service and wished him and his family a happy retirement.

No action taken.

VII. Old Business

- a. Enabling Act Revisions Update**

Attorney Reischmann informed the Board Governor DeSantis had signed HB 1591. This meeting was the first under the revised Enabling Act. Winter Springs was no longer a member of the Authority.

No action taken

- b. Update REI – CHA Contract – Robert Reiss, Tim George**

Attorney Reischmann informed the Board the REI contract with the Authority was amended and executed by Mr. Knight. CHA was now a party to the contract.

Tim George, Senior Vice President for CHA introduced himself to the Board. Mr. George worked for the City of Indianapolis as the Public Works Director. Moving to the private sector, Mr. George has worked for several engineering firms in the areas of construction

design and project management. Mr. George assured the Board that CHA would continue the same approach that REI had maintained over the past nine years.

No action taken.

c. Internet Security Update

Mr. Gil de rubio informed the Board that CHA is currently pricing several contractors to review the Authority's system.

No action taken.

VII. Reports

- a. Attorney – Lift Stations Deeds / Ownership Update -General Update
- b. Consulting Engineer – General Update
- c. Executive Director – General Update

X. Adjournment- Mr. Knight declared the meeting adjourned at 9:43AM.

Submitted By:

Approved By:

Terry McCue \ Secretary

Randy Knight \ Chairman

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August 18, 2021

ACTION MINUTES – SPECIAL MEETING

A special meeting of the South Seminole & North Orange County Wastewater Transmission Authority Board was held on Wednesday, August 18, 2021, 2:00 PM; at 410 Lake Howell Road, Maitland, FL 32751.

The following members were present:

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

Also, in Attendance:

Ed Gil de Rubio	Executive Director
Bill Reischmann	Authority Attorney
Tara Lamoureux, PE	City of Casselberry
Stefano Ceriana	CHA Engineering

Virtual Attendance:

Jason Riegler	City of Winter Park
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I. Call to Order

Mr. Randy Knight, Chairman called the meeting to order at 2:04PM.

II. Introductions

Introductions were made.

III. Public Comments

No public comments.

Mr. Lutz submitted his letter of resignation affective January 19, 2022 to Mr. Knight. Members of the Board individually and collectively thanked Mr. Lutz for his dedication to the Authority. His input will be missed.

IV. Discussion Regarding an Employee Issue.

Mr. Gil de Rubio announced to the Board that due to personal reasons he will be moving out – of – state. Mr. Gil de Rubio requested permission from the Board to work remotely three (3) weeks per month, coming to the office the 3rd week of the month. Mr. Gil de Rubio would assume all additional expenses, travel, lodging, meals etc.

There was a general discussion among Board members regarding this arrangement.

Mr. McCue moved to allow Mr. Gil de Rubio to work remotely three (3) weeks of the month, coming to the office on the 3rd week of the month on a trial seven (7) months period. This motion is contingent on the Board approving an amendment to Mr. Gil de Rubio's contract. Seconded by Mr. Lutz. The Board approved with 3 affirmative and one decent vote.

Mr. McCue moved to allow Mr. Reischmann with the assistance of Mr. knight to memorialize an amendment to Mr. Gil de Rubio's contract and bring the amendment to the Board for approval. Seconded by Mr. Lutz. The Board approved with 3 affirmative and one decent vote.

V. Adjournment – Mr. Knight declared the meeting adjourned at 3:27PM.

Submitted By:

Approved By:

Terry McCue \ Secretary

Randy Knight \ Chairman

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

FIRST AMENDMENT TO EMPLOYMENT AGREEMENT

THIS FIRST AMENDMENT TO EMPLOYMENT AGREEMENT is made and entered into this 15th day of September, 2021, by and between the **SOUTH SEMINOLE AND NORTH ORANGE COUNTY WASTEWATER TRANSMISSION AUTHORITY** (hereinafter referred to as the "Transmission Authority", and **ED GIL DE RUBIO** (hereinafter referred to as "Employee"), together "the Parties", and amends that Employment Agreement, made and entered into on March 28, 2013, as follows:

WITNESSETH:

WHEREAS, the Transmission Authority and Employee, by this reference, incorporate the findings (Whereas...) set forth in the Employment Agreement; and

WHEREAS, the Parties agree to allow the Employee to fulfill and provide his duties as Executive Director remotely from his new residence in Vermont, subject to the following:

NOW THEREFORE, in consideration of the mutual covenants contained in the Employment Agreement and herein, the Parties agree to amend the Employment Agreement as follows:

SECTION 1. RECITALS. The above recitals are true and correct and constitute a part of this Agreement upon which the Parties have relied.

SECTION 2. DUTIES.

(A) Employee shall conduct his duties to the Transmission Authority, as set forth in the Employment Agreement, remotely, i.e. from Vermont (hereinafter "Remote Services"). Notwithstanding, Employee shall provide these duties one week each month, from a location in the Central Florida area. Further, in those months that the Transmission Authority has its Board meetings, Employee shall coordinate his one week a month in Central Florida to coincide with the Board meeting.

(B) Employee shall insure that his Remote Services, as aforescribed, shall be efficient and effective, consistent with the Transmission Authority's Enabling Act, the Employment Agreement, the Transmission Authority's Personnel Policy Manual and any Transmission Authority telework policy, previously approved or to be approved.

(C) The Transmission Authority shall provide Employee with a small, portable computer (otherwise known as laptop/notebook computer) in order for Employee to provide his

Remote Services. Employee shall be responsible for the cost to provide adequate internet connectivity to be able to perform his Remote Services.

SECTION 3. TRAVEL EXPENSES.

Employee shall be responsible for any and all travel expenses associated with his compliance with the terms of this First Amendment.

SECTION 4. HEALTH AND LIFE INSURANCE.

Section 9 of the Employment Agreement is replaced in its entirety by the following:

The Transmission Authority agrees to provide \$1,800.00/month to Employee for his use to purchase health insurance, beginning November 1, 2021. Any Transmission Authority obligations, pursuant to Section 9 of the Employment Agreement end effective October 31, 2021; replaced by this Section 4.

SECTION 5. REMOTE SERVICES.

The Transmission Authority and Employee agree that the Employee's Remote Services (as described in Section 2 herein) shall began on _____, 2021, and for a period of seven (7) months thereafter be provided by Employee to allow the Transmission Authority the opportunity to determine whether these trial "Remote Services" provide Employee's necessary compliance with his Employment Agreement. In the event that the Transmission Authority, by and through its Board of Directors, and in its sole discretion, concludes that the "Remote Services" are ineffective and that they fail to comply with Employee's requirements pursuant to the Employment Agreement, the Transmission Authority shall so advise the Employee, who shall have the opportunity to either:

- (1) Agree to relocate (return) to the Central Florida area and provide his duties non-remotely, as previously provided, or
- (2) Decline option (1), e.g. not return to Florida; this second choice shall be deemed a voluntary resignation by Employee such that Employee shall not receive any severance pay, pursuant to Section 3 of the Employment Agreement.

SECTION 6. TERMS AND CONDITIONS.

The terms and conditions of the Employment Agreement shall remain the same and continue unless modified, specifically by this First Amendment.

SECTION 7. GENERAL PROVISIONS.

- (A) The text herein shall constitute the entire agreement between the parties.
- (B) This First Amendment to Employment Agreement shall be binding upon and inure benefits of the successors, heirs, and personal representatives of the respective parties.
- (C) If any provisions or portion of a provision of this First Amendment of Employment Agreement proves to be unconstitutional, invalid, unlawful, or unenforceable, it shall not held to invalidate or impair the validity, force, or effect of any other provisions or part of this First Amendment of Employment Agreement.

(D) In the event of any conflict between the Employee and the Transmission Authority concerning the interpretation or enforcement of the terms of this First Amendment to Employment Agreement, the Employee agrees to pay the Transmission Authority's attorney's fees including, but not limited to, attorney's fees and costs associated with litigation, both at the trial and appellate level.

IN WITNESS THEREOF, the Transmission Authority has caused this First Amendment to Employment Agreement to be signed and executed on its behalf by its Chairman of the Board of Directors and duly attested by its Secretary/Director, and the Employee has signed and executed this First Amendment to Employment Agreement, in duplicate, the day and year first above written.

WITNESSES:

As to Transmission Authority

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

By: _____
Randy Knight, Chairman

ATTEST:

By: _____
Victor Lutz, Vice Chairman

WITNESSES:

As to Employee

EMPLOYEE

ED GIL DE RUBIO

S. Seminole & N. Orange County Wastewater Transmission Auth

CASH

As of August 31, 2021

Aug 31, 21

ASSETS

Current Assets

Checking/Savings

Cash Operating

1050 · O & M 5/3 Bank 3583 1,358,312.49

Total Cash Operating 1,358,312.49

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 3,472.66

1153.02 · I & I Casselberry 74,029.11

1153.03 · I & I Winter Park 81,523.02

1153.04 · I&I Seminole County 1,342,372.67

Total 1153 · I&I Pooled -SBA 1,501,397.46

1154 · R&R - 2004 -SBA 379,715.88

1155 · DEBT SVC-2004 - SBA 1,059,937.16

1157 · DEPREC. & RESERV -2004 - SBA 4,593,763.76

Total Cash Restricted SBA 7,534,814.26

Total Checking/Savings 9,456,186.80

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

		August 2021			
FOR MANAGEMENT USE ONLY		Fiscal YTD	Annual Budget	Budget Variance	% of Budget
Ordinary Income/Expense					
Income					
4311 SEM COUNTY REVENUE		237,443.36	259,029.12	(21,585.76)	91.67%
4312 CASSELBERRY REVENUE		293,567.56	320,255.52	(26,687.96)	91.67%
4313 MAITLAND REVENUE		95,123.49	103,771.08	(8,647.59)	91.67%
4314 WINTER PARK REVENUE		515,529.96	562,396.32	(46,866.36)	91.67%
4369 MISCELLANEOUS		24,960.26			
4371 DEBT SERVICE PRINCIPAL		540,833.26	590,000.00	(49,166.74)	91.67%
4372 DEBT SERVICE INTEREST		196,658.00	214,536.00	(17,878.00)	91.67%
4375 · DEPRECIATION & COVERAGE		1,907,082.98	2,080,454.00	(173,371.02)	91.67%
4390 · INTEREST INCOME			1,000.00	(1,000.00)	0.0%
4391 · 4391 RESTRICTED INTEREST INCOME		8,864.03	30,000.00	(21,135.97)	29.55%
Total Income		3,820,062.90	4,161,442.04	(341,379.14)	91.8%
NO Debt Service Principal		540,833.26	590,000.00	(49,166.74)	91.67%
		540,833.26	590,000.00	(49,166.74)	91.67%
Total Income Less Debt Service Principal		3,279,229.64	3,571,442.04	(292,212.40)	91.82%
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		19,709.42	22,000.00	(2,290.58)	89.59%
5224 WORKERS COMP		577.00	700.00	(123.00)	82.43%
5252 AUTO ALLOWANCE		2,750.00	3,000.00	(250.00)	91.67%
5320 TOTAL EMPLOYEE FICA		3,890.50	4,216.00	(325.50)	92.28%
5321 TOTAL EMPLOYEE MDCR		909.87	986.00	(76.13)	92.28%
5322 FL LEAGUE OF CITIES		22,000.00	24,000.00	(2,000.00)	91.67%
5211 · EXEC DIRECTOR SALARY		60,003.00	65,000.00	(4,997.00)	92.31%
Total 1 · PERSONAL SERVICES		109,839.79	119,902.00	(10,062.21)	91.61%
3 · CONTRACTUAL SERVICES					
5331 PROFESSIONAL SERVICES		239,283.23	355,000.00	(115,716.77)	67.4%
5332 AUDITING/ACCOUNTING		52,470.00	55,000.00	(2,530.00)	95.4%
5334 CONTRACTUAL SERVICES		7,943.61	12,000.00	(4,056.39)	66.2%
5580 · Locates		90,075.00	150,000.00	(59,925.00)	60.05%
6560 · Payroll Expenses		114.00			
Total 3 · CONTRACTUAL SERVICES		389,885.84	572,000.00	(182,114.16)	68.16%
5353 · BANK CHARGES		2,880.83			
5372 · INTEREST EXPENSE		196,658.00	214,536.00	(17,878.00)	91.67%
6 · OPERATING EXPENSES					
5254 DUES/PUBLICATIONS		335.00	1,200.00	(865.00)	27.92%
5341 TELEPHONE		7,033.45	6,000.00	1,033.45	117.22%
5342 POSTAGE		0.00	500.00	(500.00)	0.0%
5343 UTILITY SERVICES		9,844.95	22,000.00	(12,155.05)	44.75%
5345 PROPERTY/LIAB INSURANCE		14,765.00	15,000.00	(235.00)	98.43%
5347 PRINTING/DUPLICATING		0.00	800.00	(800.00)	0.0%
5351 OFFICE SUPPLIES		3,044.31	5,000.00	(1,955.69)	60.89%
5354 DUES/PUBLICATIONS		0.00			
5358 MISC. EXPENSE		0.00	500.00	(500.00)	0.0%
Total 6 · OPERATING EXPENSES		35,022.71	51,000.00	(15,977.29)	68.67%
7 · MAINTENANCE					
5346 REPAIRS/MAINTENANCE					
5578 · ARV Maintenance		113,046.01	100,000.00	13,046.01	113.05%
5346 REPAIRS/MAINTENANCE - Other		68,763.97	400,000.00	(331,236.03)	17.19%
Total 5346 REPAIRS/MAINTENANCE		181,809.98	500,000.00	(318,190.02)	36.36%
Total 7 · MAINTENANCE		181,809.98	500,000.00	(318,190.02)	36.36%
Total Expense		916,097.15	1,459,988.00	(543,890.85)	62.75%
Net Income Includes Depreciation Funding Revenue		2,363,132.49	2,111,454.04	251,678.45	111.92%
OTHER EXPENSE CAPITAL BUDGET ITEMS					
Current Year Budgeted Capital Projects					
Capital Expenditures					
5552 · FM 1 Aloma Ave Force Main		1,450,063.04	1,109,756.00	340,307.04	
Maitland Master			600,000.00	(600,000.00)	
Pump Station/line Projects		86,769.36	800,000.00	(713,230.64)	
Force Main Projects			644,000.00	(644,000.00)	
5573 · Lift Station Repair & Renovation		90,585.40		90,585.40	
5574 · Generator Replacement		57,752.76	300,000.00	(242,247.24)	
Depreciation Fund Capital Exp - Other		10,000.00		10,000.00	
Total Depreciation Fund Capital Exp		1,695,170.56	3,453,756.00	(1,758,585.44)	49.08%
Total Capital Expenditures		1,695,170.56	3,453,756.00	(1,758,585.44)	49.08%
Net OtherExpense Capital		-1,695,170.56	-3,453,756.00	1,758,585.44	49.08%
Net IncomeAfter Capital Projects Expenditures		667,961.93	-1,342,301.96	2,010,263.89	-49.76%

Completed

Capital Improvement Projects 2021-2025										
CIP I.D.	Description	Priority	Cost Incurred As of 9/30/20	YearTo Date Project Cost Incurred	To Date Project Cost	Total Projected Project Cost	Annual Budgeted CIP			
							Oct 2020 - Sept 2021	Oct 2021 - Sept 2022	Oct 2022- Sept 2023	Oct 2023- Sept 2024
Force Main Repair and Replacement Projects										
C-200 Pipe Replacement Phase I Costs										
FM-1	Aloma Ave. and Dean Rd.	1	\$2,129,280	\$1,450,063	\$3,579,343	\$0	\$0	\$0	\$0	\$0
LSFM-07	Big Bend Trl. / Thunder Trl.	1								
FM-023	SR 436 Force Main Loop	4				\$1,751,120		\$1,751,120		
FM-19A	Citus Ave. Easement	1				\$538,000				
LSFM-12	Eastbrook FM	1				\$53,000				
LSFM-17	Monterey FM	1				\$53,000				
FM-10A	Howell Branch Rd. / Old Howell Branch Rd.	1				\$5,795,000			\$2,858,000	\$2,937,000
FM-07B	Kewannee Pedestrian Trail	1				\$85,000				
LSFM-32	Arrow (308) FM	1				\$46,000			\$46,000	
FM-13	Red Bug Lake Rd.	1				\$3,713,000				
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		\$17,354		\$450,000	\$450,000			
LS-23	Bear Creek	1		\$17,354		\$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	\$560,000	
LS-08	Howell Creek	2				\$560,000				
LS-25	Aloma Park	2				\$420,000			\$420,000	\$517,500
LS-26	Central Five	2				\$517,500				\$632,500
LS-11	Winter Park Estates	2				\$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		\$17,354		\$130,000	\$130,000			
LS-28	Clayton Crossings*	3		\$17,354		\$70,000	\$70,000			
LS-14	Consumers*	4				\$150,000		\$150,000		
LS-36	Tuskawilla Estates*	4		\$17,354		\$80,000	\$80,000			
GEN-15	Forsyth	4		\$57,753		\$100,000	\$100,000			
Force Main Project Cost:						\$16,061,120	\$1,714,720	\$1,751,120	\$0	\$2,904,000
Lift Station Project Cost:						\$5,965,500	\$1,400,000	\$1,527,500	\$872,000	\$980,000
Generator Project Costs:						\$530,000	\$300,000	\$80,000	\$150,000	\$0
Total:						\$23,736,620	\$3,414,720	\$3,358,620	\$1,022,000	\$3,884,000
										\$4,087,000

CHA RATES

Personnel Position	2021 Rate	2022 Rate	2023 Rate	2024 Rate
Principal/Officer	\$377.07	\$388.38	\$400.04	\$412.04
Technical Services Leader	\$357.38	\$368.10	\$379.14	\$390.51
Quality Control Lead	\$243.62	\$250.93	\$258.46	\$266.21
Senior Project Manager	\$259.02	\$266.79	\$274.79	\$283.03
Project Manager	\$168.27	\$173.32	\$178.52	\$183.88
Engineer VI	\$232.73	\$239.71	\$246.90	\$254.31
Engineer V	\$177.06	\$182.37	\$187.84	\$193.47
Engineer IV	\$135.48	\$139.55	\$143.73	\$148.05
Engineer III	\$119.17	\$122.74	\$126.42	\$130.22
Engineer II	\$104.38	\$107.51	\$110.73	\$114.06
Engineer I	\$98.44	\$101.39	\$104.43	\$107.57
Principal CADD Designer	\$144.84	\$149.19	\$153.66	\$158.27
Senior CADD Designer	\$118.99	\$122.56	\$126.24	\$130.03
CADD Designer	\$88.73	\$91.39	\$94.13	\$96.96
Administrator	\$89.02	\$91.69	\$94.44	\$97.27



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

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

September 15, 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 Cleanings – CHA Companies, Inc. (CHA) and Danus Inc. have coordinated for the 3rd Quarter ARV Cleanings, scheduled for September 14th and 15th. A material order has been ordered and will arrive ahead of the cleanings.

ARV Repairs – During the 2nd quarter cleanings CHA Companies, Inc. (CHA) discovered two (2) ARVs that required repairs, (1) ARV #50 - Elbow is leaking and (2) ARV#44 - Isolation plug valve requires replacement.

CHA contacted Danus, Inc., who completed the 2nd Quarter Cleanings and obtained a quote for repairs (≈ \$28,000), which was deemed excessive. CHA is coordinating with L7 to obtain an alternate quote for the repairs.

ARV CIP Work – CHA did not receive any bids for the proposed work, which was primarily relocating ARVs from manholes in the middle of the road, to the side of the road, above ground.

It was determined that contractors, in this current economic environment, are busy and will not bid on smaller construction jobs if they are not deemed profitable. Therefore, CHA and the Executive Director agreed that on smaller constructions jobs, like this one, CHA will contact two or three contractors and work with them to obtain bid costs. For this ARV CIP work, CHA is coordinating with L7 and Danus Inc.

ARV Odor Checks – The September odor checks are anticipated to be completed shortly after the 3rd quarter cleanings.

Lakes of Aloma Odor Complaint – CHA coordinated with Seminole County, which performed various cleaning operations at the pump station including a general pressure wash to remove any organic growth, removal of stagnant water in the valve vault and replacement of the odor control media. The odor at the pump station appears to have been addressed. The homeowner closest to the pump station, who originally made the odor complaint, has CHA's engineer phone number, and will reach out if there are any additional odor issues. CHA will add Lakes of Aloma PS to the rotation of odor control checks.

ARV111 – leaking ARV – The ARV has been repaired by CHA and is back online. This agenda item will be closed out.

Status Report – Pump Stations –

Status Report – Winter Park Estates Pump Station –

Repairs – City of Winter Park proposed a modification to the existing piping that provides a partial-bypass and sends flow to the City treatment plan. L7 is updating their fee for the repairs to include the pipeline modifications. The Executive Director and CHA will review the updated fee once received.

VFDs – A new VFD has been installed which replaces one of the existing damaged VFDs. Repair parts/pieces have been ordered to repair the 2nd damaged VFD.

A soft-start that was installed as a remedy did not solve the issue, and System Tech will contact the supplier for a potential refund.

Status Report – Forsyth PS –

Generator Replacement – The generator and ATS were scheduled to be installed on 9/2/21, with the electrical work to be completed afterwards. CHA is waiting for an update from the contractor.

Status Report – Maitland Master Pump Station –

Bid – The City of Maitland SSNOCWTA Board member informed SSNOCWTA that the project has been awarded to SanPik and anticipates construction starting in September 2021.

Status Report – Winter Park Central Pump Station –

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.

Odor Control – CHA has met with 3 of the 4 odor control manufacturers it contacted. CHA is waiting to receive proposals from the 3 and attempting to schedule the 4th and final odor control manufacturer for a site visit.

Status Report – Slovak Gardens Development – CHA received the final development drawings on 9.7.21. CHA will review and provide comments back to the City of Casselberry.

Status Report – FY2020/21 PS Improvements and Generator Additions – CHA is coordinating with the City of Casselberry and Seminole County to set up meetings for the week of September 13th and deliver 90% drawings the week of September 20th.

Status Report – SSNOCWTA Pipelines –

Status Report – Easement Surveys –

Antilles Drive – CHA is coordinating with the SSNOCWTA Attorney to determine the status of the easement as the developer is asking about the easement.

Deer Run / Eagle Circle – No Activity.

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

- 1) As of September 07, 2021, CHA has not received any direction from Orange County – traffic loop repairs are currently on hold.
- 2) CHA has obtained the permit application from Duke Energy and updated the drawing for the electrical service to be directionally drilled under Dean Road. CHA has sent the drawing to its electrical engineer EMI for review and SanPik to develop an updated quote.

Status Report – FY20/21 Pipeline Replacement CIP Project – CHA received the initial survey from ECHO surveying, with the property lines, property owners and existing easements. CHA is reviewing the survey to determine the best route for the pipeline replacement including the need for any existing and new easements.

Aloma Bend Flow Meter – System Tech Inc. has been concentrating their efforts on the repairs at the Winter Park Estates and has not had a chance to replace the flow meter at Aloma Bend. The bollards are anticipated to be installed the week of September 13th, and the flow panel installed following the bollard installation.

Status Report – Scope –

Status Report – Howell Branch FM Assessment – CHA's subconsultant has started coordination with Seminole County Public Works for work to be completed within the County right-of-way at Howell Branch Road.

Status Report – FY20/21 Drawdowns – The CHA scope for the FY20/21 drawdowns was approved by the Executive Director. CHA is in the process of opening the project and anticipates the drawdowns to begin towards the end of September / beginning of October.

Status Report – REI As-Needed Services –

Seminole County / Waverly PS – No Activity.

Seminole County Master Plan – No Activity.

Status Report – 811 Sunshine – In the month of August 2021, there were 143 locate tickets called in. This is the lowest number of tickets in the last 6 months, and below the 6-month running average of 174 tickets (last month running average was 186).

Financial Report – Enclosed are the Financial Reports and the updated Capital Improvement Projects Report. As of August 31, 2021, there is a net income of \$456,049.50 for the year.

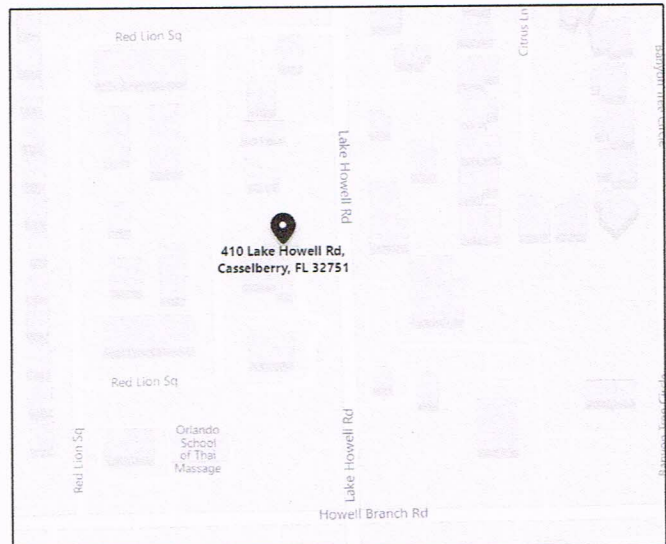
Flow Reports – Overall the daily metered system flows for the month of August 2021 averaged 11.35 MGD for a monthly total of 35.199 MG. This is a 0.039% increase over the July 2021 flows.

Monthly Board Meeting

SSNOCWTA OFFICE

**FACE MASKS
REQUIRED IF NOT
VACCINATED**

**Wednesday
September 15, 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