

MINUTES OF MEETING
BAY LAUREL CENTER
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bay Laurel Center Community Development District was held on Tuesday, September 19, 2023 at 10:00 a.m. at Circle Square Commons Cultural Center, 8395 S.W. 80th Street, Ocala, Florida.

Present and constituting a quorum were:

Kenneth D. Colen	Chairman
Paul Brunner	Vice Chairman
William D. McLeod, Jr.	Assistant Secretary
Jo Layman	Assistant Secretary
John Gysen	Assistant Secretary

Also present were:

George Flint	District Manager
Rachel Wagoner	District Counsel
Bryan Schmalz	BLCCDD
Crystal House	BLCCDD
Sarah Burgess	BLCCDD
Tara Hollis	Willdan Financial
Joann Baker	Resident
Pam Peckham	Resident
C. Wall	Resident

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order at 10:00 a.m. and called the roll. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Colen: At this point, I'm going to open the floor for public comments. I see that we have some guests. Now is your opportunity. You have three minutes to talk about matters with the District. If you're here to discuss matters with Stone Creek, Weybourne, Indigo, Candler Hills or On Top of the World (OTOW), you're probably in the wrong location. Does anyone wish to address the Board?

Mr. Flint: Also keep in mind, Mr. Chairman, we have a public hearing on the budget and rates. So, if the comments are related to that, you may want to hold your comments.

Mr. Colen: Right. During the public hearing, we have a public comment period. Hearing none, I will close the public comment period.

THIRD ORDER OF BUSINESS

Notice of Meeting

Mr. Colen: This meeting was properly advertised in the Ocala Star Banner on August 21, 2023.

FOURTH ORDER OF BUSINESS

Presentation of Water, Wastewater & Reclaimed Water Rate Study & Miscellaneous Charge Study

Mr. Colen: If you would, please state your name and address for the record.

Ms. Hollis: My name is Ms. Tara Hollis and I am with Willdan Financial Services. Our address is 200 S. Orange Avenue, Suite 1550, Orlando, Florida 32801.

Mr. Colen: Very good. Thank you.

Ms. Hollis: Thank you for having me here today. We're going to be discussing the Water, Wastewater and Reclaimed Water Rate Study and Miscellaneous Charge Study. This presentation is going to be split into two halves. The first part will be discussing the actual Water, Wastewater and Reclaimed Water Rate Study and the second half will be for the Miscellaneous Charge Study and the update to the Miscellaneous Charges. I don't know your preference. I'm fine if you want to ask questions as I'm talking or wait until the end. With regard to the Water, Wastewater and Reclaimed Water Rate Study, we performed a Water, Wastewater and Reclaimed Water Rate Study. You provide those services to residents within the District. Basically, the issues driving this Rate Study, we typically look at a five-year basis. It is fiscally responsible to perform a comprehensive Rate Study. You just need to make sure that your rates are generating enough revenues to cover your operating expenses, debt service, capital needs, etc. Why we do a Rate Study, is you just took out some additional debt and refinanced debt. We want to make sure that you're able to meet debt service obligations. Everyone knows that costs are going up everywhere on everything. So, we look at your operating costs. It is also to make sure that you are planning for the future, for any capital expenditures that need to be made. We look at a five and ten-year period, to make sure that you are maintaining appropriate reserves for these future capital projects. We also looked at each utility as a combined utility and a

standalone, to make sure that each enterprise was self-sufficient. Each fund is generating enough to cover your water operating expenses and needs and the wastewater is generating enough for wastewater and reclaimed, enough to cover reclaimed. We are continuing to promote resource conservation. Water is a limited supply and you only get so much of an allowance when you're doing your Consumptive Use Permit from the Water Management District. So, we want to make sure that you're putting your rate structure in place and it's promoting the water resource conservation. I know that you have programs within the District for your toilets and showers, etc. The District does a great job in trying to promote that resource conservation. The basic principle of rate setting, is that rates must be fair, just, equitable and non-discriminatory, so, you're not trying to give a special preferred rate to one type of a customer, class, etc. There should be a direct relationship between the costs of service and the customer receiving the benefit. Customers should pay for what they use. There shouldn't be any free water. No free service. They need to pay for what they are using. They must recover the appropriate cost of service. Each year we would go through how much is recovered from your Base Charge versus your Account Charge versus your Gallonage Charge. They must provide the revenue required to provide for the health, safety and welfare of the customers being serviced. You need to provide rates that are going to cover you being able to provide decent water, clean the wastewater like it needs to be treated. So, you need to make sure that you have the revenues to do that. Basically, when we start the Rate Study, we always talk about the primary objectives of the study. You want full cost recovery of the utility expenditures, looking at a cost-based rate structure and that there is equity among the customer classes. You want something that is administrative efficiency for your billing system, but also for the public to understand. We always start with a five-year financial plan, to continue to provide for the financial health of the utility. Finally, we want to consider consistency with common industry standards. So, what's the process that we went through? Basically, when we are developing our models, you have your inputs and your outputs. Your inputs are your customer accounts and usage or volume. We bring that in and reconcile your customer data, apply the rates to make sure that it matches up with your unaudited revenues. We come up with first, what the revenues are under the existing rates. We also have other revenues, which are your Miscellaneous Charges, interest income, any of those type of items that would offset some of your fiscal requirements. We look at the total revenue requirements, which are your operating and maintenance (O&M) expenses, debt service and

capital expenditures. Basically, we come up with the rates and what your needs are. So, we are going to look at your numerator, how much you need to generate, how many customers and the flow that you're going to generate it from. Then we come up with what your rates need to be and what the overall increase needs to be. I know that we keep going over the same thing, but for the Rate Study, we look at common industry standards, your existing rate structure, the impact on existing customers, to make sure that you're meeting all water conservation rules. We look at current growth projections in our five-year proforma. We are going to show you a comparison with some of the neighboring utilities and the impact on future economic development. The procedures that were followed, basically your rates, are in a three-part structure. You have a Base Charge, which is a per meter connection. The Volumetric Rate is applied per 1,000 gallons of meter and available flow. Then the Customer Account Charges, are basically your billing, customer service, those types of items. Those were identified separately and the costs were segregated separately and then we develop that Customer Account Charge. For the existing rates, the Monthly Base Charge is based on an Equivalent Residential Connection (ERC) basis. Residential ERCs are based on the meter size. The American Water Works Association (AWWA) has a set of meter equivalency factors. Those are what you use to develop the residential customers. Multi-family usage is slightly different than residential. We look at them as a fraction of an ERC per dwelling unit. Right now, you really don't have any multi-family customers, but we have that set up, such if you add multi-family customers, they would be billed a fraction of a dwelling unit, because their usage patterns are slightly different than a residential customer. Commercial and irrigation ERCs, are basically determined by District staff at the time of connection. The customer would come in and go over with staff, what the projected usage is going to be and then those ERCs are determined, for both water and wastewater. For water, its 350 gallons per day, which is a typical equivalency for water and wastewater is 250 gallons per day. The Volumetric Charges on the water side, you have an inclining rate structure. That is typically used to promote resource conservation. So, the more water you use, the more expensive that water becomes at higher usage levels. There are slightly different water allowances for residential and commercial customers. For Wastewater Volumetric Charges, you pay the same rate for all of the gallonage. On the residential side and multi-family side, you are capped at 5,000 gallons per month. The logic behind that, is that is what you are doing for indoor usage. We don't meter wastewater separately. It's based off of your water flow. Typically, the rest of

the water flow, is for outdoor or other uses and not being put back into the wastewater system. For commercial, you have a separate irrigation meter for outside, but it is not capped. It's a flat rate for all usage. We did a Fiscal Requirements Operating Analysis, looking at O&M, debt service, Reserve Fund requirements, any transfers you might need and your long-term Capital Improvement Plan (CIP), as well as your pay as you go capital. Then we look at other fiscal needs and Revenue Analysis. Again, we want to offset that with any miscellaneous revenues that you might have or any other grants or loans or any short-term financing that might come in, to offset that. Then we did a five-year projection. We take your current budget and sit down with staff and go through any major changes that are going to occur, if you are going to add any additional staff, etc. or a different type of process that is coming into place. So, we take those into account. We also go through every line item and look at if it's going to be impacted by inflation or customer growth. Labor is a slightly higher adjustment than just inflation, because you have merit increases in there, as well as cost of living increases. Fuel and electricity seem to trend slightly higher than general inflation as well as any other factors such as supplies or if you have a contract that's going to call for a higher increase or different increase, we model that in. Then we have a model that we go through and we can run different scenarios with staff. Based on our analysis and the Proposed Budget that you're going to be discussing today, we develop a test year, which is 2024 and a proforma for each year through 2028. You can see the O&M expenses, debt service, which you just refinanced and additional debt for 2022. That debt service is built in. You have a requirement to set aside so much for renewal and replacement (R&R) each year. We went through your Capital Project and programs that are going to be paid as you go. That is your capital from rates. We are also recommending that you put a percentage away each year for your Capital Reserve Fund. That helps offset larger rate increases later, as you have big projects. For example, we know that you have a Water Treatment Plant (WTP) that is going to be coming right after the end of this five-year period. So, we want to make sure that you started to put away funds to help build that WTP. The Rate Stabilization Fund transfer is 1% of revenues each year, to help offset and mitigate, if you have increases and inflation that is expected. That helps so you're not having to do a huge rate increase one year to help offset that or if you have a large increase in expense one year that is going to go away, that is what that Rate Stabilization Fund is for. Then, any other transfers and expenses and then miscellaneous revenues, which includes AFPI Charges. You can see at the beginning; we have \$15.5 million as our total fiscal

requirements to be recovered from rates. Because of a larger pay as you go capital in 2027, that jumps up a little higher to \$22 million. Then it goes back down to more level, about \$21 million in 2028. So, the proposed annual rate adjustments, we are looking at what we proposed before, which is to maintain a 3% on water and 4% on wastewater and not increase the reclaimed water at this time. These were the same projections that were included when you did your bond issue. So, the two bond issues and the Rate Study that was included in there, we have the same percentages in our proforma at that time. That's the same that you went to the bond market with and when you took out your last two fundings. What does that mean? This is showing you the net operating results. Again, in that one year, 2027, you are taking a little bit more for pay as you go capital, but you're able to use reserves for that and you have reserves showing a negative. You are actually able to use your R&R funding reserves to help pay for that. You can see that we're generating a net flow of approximately \$1 million to \$1.9 million over the time period. Again, this meets all of your revenue requirements, all of your debt service coverage requirements, etc. So, what does that mean to the rate structure? Basically, these are just showing your existing rates and then if they would go up by the 3% for water and 4% for wastewater for the Customer Charge, Base Facility and Gallonage Charges. Those are also included in the Rate Study. Another schedule that we put together is what does that mean to a customer for next year. We had a 1,000 to 30,000 gallons of usage, which would bump up by 5,000-gallon increments towards the end, but it's showing your existing bill for water and sewer, proposed bill with the rate increase and what that would mean on a monthly basis. So, if you're using 5,000 gallons, your bill would be going up \$3.49 per month. If you're using 15,000 gallons, which is what we show in other rate comparisons, your bill would be going from \$117.23 to \$121.49, for an increase of \$4.26. There are not too many residential customers using 55,000 gallons per month, but they would be getting a \$16.41 increase per month. The new two slides are in tabular form, showing the existing and proposed rates at 15,000 gallons for Bay Laurel Center and other comparable utilities within the region. This was based on rates that were in effect, I believe for this current fiscal year. These may have rate increases coming in Fiscal Year 2024, but these are really more in comparison to what your existing rates are. Next, we are showing the average of all of the utilities. You can see you're slightly less than the average. You can see where each utility follows. When you are looking at comparable rates, we don't know how other utilities have been funded. One question that came up, is Marion County is lower than you. I looked it up

and they have not increased their rates in several years. You have been consistent with updating and maintaining to help mitigate the impacts to your customers due to inflation and other items as you have been increasing your rates on an annual basis. What happens is some of these will potentially have to do a large rate increase, such as a 30% to 40% rate increase at some point, because they haven't been keeping up with rates. I think someone else mentioned that Gainesville Regional was going to have to do a large increase. That's why when we're doing these, we like to look at the comparison, but we don't go into detail of when their last rate increase was, their capital and funding sources, etc. The findings from the Rate Study for the Wastewater and Reclaimed Water Rate Study is, again, we have a good administrative management that continues to look for ways of improving service and reducing costs. I met with staff several times and they know the system like the back of their hand. They are doing anything and everything they can to help look at ways to promote the resource conservation. It is a well maintained and well operated system. You are in the process of improving your wastewater system with your bond issue, building a new WTP. Again, you're going to have to be looking at a new WTP coming soon. It's outside of the five-year period, but we want to make sure that you're positioning yourself for that. The proposed adjustments are just and equitable and result in typical service charges that are in line with other nearby utilities. Like I said, you were below the average of the other utilities. Our recommendation is first to adopt the proposal annual rate adjustments, with the first increase effective October 1, 2023. The 3% for water and 4% adjustment for wastewater and reclaimed would continue at the current level. You continue to fund the Capital Reserve Fund for ongoing and anticipated capital improvements. For the wastewater side, you were able to use some of that money so you didn't have to take out as much debt service. You helped to mitigate the additional increases for a higher debt service. We also recommended that you continue having a Rate Stabilization Reserve Fund, to help mitigate future rate increases necessary to meet debt service needs and to help fund large capital expenditure, as well as fluctuations with inflation, etc., changes in processes and then continue to provide for a comprehensive review of your rates, a minimum of every five years. If you have something else major that comes in, a new ruling and you have to build a new type of WTP or upgrade your WTP, you will potentially need to do this sooner, but at a minimum, you should be looking at it every five years. So that's on the Rate Study. Are there any questions or do you want me to wait until the end?

Mr. Colen: Just continue on.

Ms. Hollis: Okay. Regarding Miscellaneous Charges, I'm not going to go through every charge, but basically we identified existing Miscellaneous Charges, talked with staff and identified any additional Miscellaneous Charges that may be needed. What went into the Miscellaneous Charges, when we sat down and went through pretty much every charge, we looked at your labor costs, capital equipment costs, supplies and also some mileage. You have to recover some of those direct operating expenses that should be attributed to the Miscellaneous Charges. So, we've done that. We've updated that listing. We break them into four categories: preliminary, service, administrative and other types of Miscellaneous Charges. So, we kept that same breakdown, what is in your Uniform Service Policy. You updated that recently, explaining in detail these charges. We sat down with staff. These labor costs are fully loaded. They are not just the direct hourly rate. They also include benefits. So, you would know basically, how much it costs for each type of personnel that's having to help do the service or the former service that's being recovered. Like I mentioned, the capital equipment is the truck usage. You will see when we do any of the After-Hour Charges, you pay staff to drive here to come and get the vehicle, to go out to do the after-hours cost. So, that also gets added on. If its after-hours, you also pay overtime. So, we have to look at a loaded rate for overtime for any of those after-hour service calls. Under basic supplies, we have meter costs, the meter box, meter connections and then there are the different meter sizes that will just stay on those fees that needed to be added on. So, whatever that cost is, you are passing it on in this fee. These basically just lists the different types, existing and proposed. Again, most of these, we sat down with staff to discuss a few of them, the actual time to perform the services, which led to some of the adjustments, some up/some down, as well as the labor cost changing and the meter cost changing. I don't know if you want me to go through each one of these, but this shows your Preliminary or Plan Review Charges, Customer Account Charges, Deposits and Meter Installation Charges. Service Charges are things like turning on and turning off service, disconnecting for violation, your meter accuracy test and meter change out fees. Under the administrative charges, there is an Account Transfer Fee. That one did go up because it is taking them more time. When they actually sat down, they were looking at the amount of time. It does take them more time to do some of that. Return Check Fee is basically a statutory provision in the Florida Statutes. Other Miscellaneous Charges include things like illegal water use, if they have to come out. For the first offense,

there's a charge as well as for a repeat offence. The Private Fire Protection Changes are in line with what a typical base charge is per meter size. The Consumption Charge is the Block 2 Rate, which is what your using for fire protection. You are billed at the Block 2 Rate. Those are actually updated each year, which is going to be increased by the 3% each year for the Private Fire Protection Charge. We have an AFPI Charge, because you have a new WTP coming on for wastewater. You did acquire the WTP, so, we had to make updates based on what those costs are, because it is driven by the cost of the facility. For findings and recommendations, you have a thorough and comprehensive list of Miscellaneous Charges. We've gone through it and worked with you multiple times to put that list together. Some of them need to be updated, based on those changes and costs. So, our recommendation is that you adopt these with the proposed date of October 1, 2023. Again, in line with the Rate Study, you look at reviewing these every five years. We did add one or two minor changes. You would need to update the Uniform Service Policy for those updates. Are there any questions?

Mr. Colen: Does this Board have any questions for our consultant? Hearing none, thank you. You've done a very comprehensive presentation.

Mr. Brunner: Thank you very much.

FIFTH ORDER OF BUSINESS

Continued Public Hearing

Mr. Colen: At this time, I'm going to open the continued public hearing.

A. Consideration of Resolution 2023-06 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations

Mr. Colen: Before the Board is Resolution 2023-06 and the short title is:

“THE ANNUAL APPROPRIATION RESOLUTION OF THE BAY LAUREL CENTER COMMUNITY DEVELOPMENT DISTRICT (“THE DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; AND PROVIDING AN EFFECTIVE DATE.”

Mr. Colen: Because this is a public hearing, I'm going to take public comment. Is there anyone who wishes to address this agenda item? Hearing none, we'll bring it back to the Board. Board Members, you the Proposed Budget in draft form. I don't believe there has been any changes to it, as no changes occurred since you last saw it. So, what is your pleasure?

Mr. Brunner MOVED to adopt Resolution 2023-06 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations and Mr. Gysen seconded the motion.

Mr. Colen: Is there any discussion? Hearing none, did we need a voice vote?

Mr. Flint: It's not required.

Mr. Colen: Okay. Very good.

On VOICE VOTE with all in favor Resolution 2023-06 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations was approved.

Mr. Flint: Mr. Chairman, just for the audience's benefit, you originally approved a Proposed Budget in the Spring at a noticed meeting, the public hearing for August 15th. Then at the August 15th meeting, you continued the public hearing for today to allow for the rate presentation and the rate hearing. You've seen this budget a couple of times and it's been discussed at Board meetings. So, the fact that there is not a detailed discussion today, is a result of the fact that you've already seen this a couple of times. I just wanted to point this out.

Mr. Colen: Thank you for clarifying that.

SIXTH ORDER OF BUSINESS

Public Hearing

Mr. Colen: The next public hearing is to adopt Resolution 2023-08 and the short title is:

"A RESOLUTION OF THE BAY LAUREL CENTER COMMUNITY DEVELOPMENT DISTRICT ADOPTING A PROPOSED RATE SCHEDULE FOR WATER AND WASTEWATER IN ACCORDANCE WITH CHAPTER 190 FLORIDA STATUTES AND PROVIDING AN EFFECTIVE DATE."

A. Consideration of Resolution 2023-08 Adopting the Utility Rates for Fiscal Year 2024

Mr. Colen: This is another public hearing, which I'm going to open for public comments. Anyone who wishes to come forward and speak to this resolution, is welcome to come up to the microphone. If you choose to speak, please state your name and address for the record. Is there anyone who wishes to speak on this item? Hearing none, I'll close the public comment period and we'll bring it back to the Board. Is there any Board discussion on this matter? I would like to thank all of the people at Willdan, particularly Ms. Tara Hollis and her team as well as Tiffany,

who came today and made a high view presentation. I appreciate that. I know you put a lot of work into this. Thank you so much for that. I also want to thank Bay Laurel staff who did a lot of research in pulling things together to provide to the consultant, so we can have this comprehensive Rate Study. I think that it correctly affects the operational status and operational needs of the District. So, thank you for that. Alright, I'll bring it back to the Board.

Mr. Brunner: I would accept the resolution based on the rates and costs shown earlier. I would back up what Mr. Colen said. Thank you very much. That was quite a presentation.

Mr. Brunner MOVED to adopt Resolution 2023-08 Adopting the Utility Rates for Fiscal Year 2024 and Mr. Gysen seconded the motion.

Mr. Colen: Is there any discussion? Hearing none, did we need a voice vote?

Mr. Flint: It's not required.

Mr. Colen: Okay. Very good.

On VOICE VOTE with all in favor Resolution 2023-08 Adopting the Utility Rates for Fiscal Year 2024 was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal for Services Related to Sholom Park Water System Wells

Mr. Colen: Alright. The next item is related to the water services for Sholom Park that is provided by the Bay Laurel CDD to maintain their public water supply. This is the proposed rate. Would you like to address that, Mr. Schmalz?

Mr. Schmalz: Yes. Mr. Bryan Schmalz, Utility Director for Bay Laurel Center. The District provides services to the Horticultural Arts & Park Institute also known as Sholom Park, which has a private public water system that they own directly and is not Bay Laurel's property. So, we provide those maintenance services to them. The current cost has increased slightly, due to the new adopted cost associated with labor by the District, as well as they have a tank inspection coming up this year, which is required to be every five years per the Florida Department of Environmental Protection. The proposal is in the amount of \$8,685.25 for one year. It will end on September 30, 2024.

Mr. Colen: Alright. Thank you. I must point out that I have a conflict of interest, since I serve on their Board.

Mr. Gysen MOVED to approve the proposal for water services for Sholom Park as provided by the Bay Laurel CDD in the amount of \$8,685.25 and Mr. Brunner seconded the motion.

Mr. Colen: Is there discussion?

Mr. Brunner: No.

On VOICE VOTE with Ms. Layman, Mr. McLeod and Mr. Brunner in favor and Mr. Colen abstaining, the proposal for water services for Sholom Park as provided by the Bay Laurel CDD in the amount of \$8,685.25 was approved (Motion Passed 4-1)

EIGHTH ORDER OF BUSINESS

Consideration of Proposal from Evoqua for Lift Station No. 7 Odor Control

Mr. Colen: Next is the proposal from Evoqua for odor control for Lift Station No. 7. I'm impressed with this.

Mr. Schmalz: Yes. The quotation provided in your agenda package is for a biological odor control system to be installed at Lift Station No. 7, which is located at the intersection of SW 99th Street Road and SW 94th Street in the amount of \$73,351. The budget was just approved, including \$80,000 for the purchase of this equipment. It was necessary as there was new development to the west and eight total lift stations are connected to that pump to Lift Station No. 7. The time that the wastewater is in transit to that Lift Station has increased, which creates odors. This unit is a biological scrubber that will remove Hydrogen Sulfide gasses and has a carbon scrubber to remove the organic smells associated with wastewater at the site.

Mr. Colen: How does this compare with the model that was just installed behind the Canopy Oaks lift station, which I think is No. 22 or 23.

Mr. Schmalz: It is No. 21. The tank that was recently installed at Lift Station No. 21, which is behind the Canopy Oaks shopping center, Publix area, is a chemical called Bioxide, which is on a timer and is dripped into the wet well. It prevents the formation of Hydrogen Sulfide gasses, causing damage to equipment downstream. It works in high H₂S areas where it can cause damage to equipment. We try to minimize our use of it due to the cost as its almost \$3 per gallon. We are currently spending \$10,000 per month on that product, putting it into the wastewater to prevent Hydrogen Sulfide odors in the system, to try to be nice neighbors.

Mr. Colen: Are you adding Bioxide to Lift Station No. 7, in addition to the filtration?

Mr. Schmalz: No. At this point, they just treat the existing odors at the site. When we put in an OdaLog Unit, which measures the Hydrogen Sulfide levels, the levels were actually not that high as far as H2S, at that station. That is primarily what Bioxide treats. So, that’s why at this particular location, we decided to go with a biological scrubber followed by a carbon scrubber. So, that way we are removing organic smells that the Bioxide would not typically remove.

Mr. Colen: Okay. Do you use any Bioxide upstream of this lift station?

Mr. Schmalz: We do not at this time. Again, when we put the OdaLog in at Lift Station No. 7 to measure the incoming H2S levels from the upstream lift stations, it wasn’t at an amount that justified the Bioxide.

Mr. Colen: Very good. Are there any other questions? Hearing none, what is required here? We need a motion to accept the proposal for Evoqua for odor control at Lift Station No. 7.

Mr. Brunner MOVED to approve the proposal from Evoqua for Lift Station No. 7 odor control in the amount of \$73,351 and Mr. McLeod seconded the motion.

Mr. Colen: Is there any discussion on the motion?

Mr. Brunner: Coming in under budget, is a good thing.

Mr. Colen: It is a good thing. Thank you for pointing that out.

On VOICE VOTE with all in favor the proposal from Evoqua for Lift Station No. 7 odor control in the amount of \$73,351 was approved.

NINTH ORDER OF BUSINESS

Ratification of Amendment #4 to Agreement with Kimley-Horn & Associates for Engineering Services Related to North Water Reclamation Facility (NWRF)

Mr. Colen: Mr. Schmalz?

Mr. Schmalz: This is related to an architectural subconsultant performing additional services, which included relocating a fire riser room. We ended up relocating it closer to the exterior of the building to minimize the amount of mainline running under a building. We also had to make some lintel modification and changes in exterior elevations, roof plan and building sections. So, this amendment covers those changes.

Mr. Colen: Alright, so these are simply structural and engineering design changes.

Mr. Schmalz: Correct. Yes, sir. Alright, we need a motion for ratification of Amendment #4 to an agreement between Kimley-Horn & Associates, Inc. and the Bay Laurel Center CDD.

On MOTION by Mr. McLeod seconded by Mr. Brunner with all in favor Amendment #4 to the Agreement with Kimley-Horn & Associates for Engineering Services Related to North Water Reclamation Facility was approved.

Mr. Colen: Just a note, I signed this as Chairman because of critical timing, as it could delay things. In a large project, every step is dependent on the preceding step.

TENTH ORDER OF BUSINESS

Ratification of Series 2022B Requisitions #26 - #31

Mr. Colen: We have Requisitions #21 through #31 for Series 2022B.

Mr. Brunner: Requisitions #26 through #31.

Mr. Colen: Thank you for that correction. Alright. Are there any comments on this?

Mr. Schmalz: Only if the Board has questions.

Mr. Colen: Does the Board have any questions on these requisitions?

Mr. Brunner: No.

Mr. Colen: I reviewed them.

Mr. Brunner: Its self-explanatory.

Mr. Colen: It is indeed. We need a motion ratifying the Series 2022B requisitions.

Mr. Brunner MOVED to ratify Requisitions #26 through #31 for Series 2022B and Mr. Gysen seconded the motion.

Mr. Colen: Are there any questions? Hearing none,

On VOICE VOTE with all in favor Requisitions #26 through #31 for Series 2022B were ratified.

ELEVENTH ORDER OF BUSINESS

Other Business

A. Approval of Fiscal Year 2024 Meeting Schedule

Mr. Colen: Do we have any other business to come before this Board?

Mr. Flint: Mr. Chairman, the annual meeting schedule is the last item. This contemplates the Board having two meetings per month. I don't know, Bryan, if you think it's still needed going forward. There are also some conflicts on the first meetings of the month in three cases.

Mr. Schmalz: I don't believe that having two meetings per month is still necessary. We will potentially have one more Guaranteed Maximum Price (GMP) for the North Water Reclamation Facility (NWRP), which is the portion associated with the decommissioning of the South Wastewater Treatment Facility (SWTF), but that can be scheduled with a meeting or a special meeting that can be called at that time, if necessary.

Mr. Colen: Alright. Where are we in the process with the plant percentagewise?

Mr. Schmalz: I would say that we're nearing 40% of the facility. The water tank structures have really taken off. The ground storage tank is done. The EQ tank is done. The oxidation ditches are completed. The filter pads are done. The biosolids building is starting to take shape. We are taking delivery of a lot of the large equipment, the clarifier mechanism components. Some of the requisitions that you just approved were associated with us paying for the equipment. We are starting to see the pumps show up. That's when really everybody can start moving. The electrical and plumbing is done on the operations building and everything is moving along nicely. We are on track, still looking at testing for November of 2024 and bringing it online hopefully within the first quarter of 2025 at the latest.

Mr. Colen: I don't want to wish away the present, but I'm looking forward to that.

Mr. Brunner: Yes.

Mr. Colen: Alright, are there any questions or comments on the meeting schedule? We will probably have to find another date for the December 5th meeting.

Mr. Flint: If we eliminate the first Tuesday meetings, then we won't need it. My recommendation would be based on that, we just go back to meeting on the third Tuesday and eliminate the first Tuesday, so you're only meeting once a month. The only conflict then, would be your February 20th meeting.

Mr. Colen: We can change the location on that.

Mr. Flint: Yeah, you can change the location. We can actually include it in the notice, if you want to meet somewhere else. You can move it to February 27th.

Mr. Colen: Its getting dangerously close to ski time.

Mr. Flint: Yeah. We can just contemplate a change in location and leave it.

Mr. Colen: Okay. Do we need to have that address now or can it come at the time? We can note in our motion that the February 20th meeting is going to be at a different location to be determined.

Mr. Flint: Yeah. I think we can note it or I can get with someone before we publish it and see if I can nail down a room.

Mr. Colen: Do you know the address?

Mr. Brunner: It will be in Cypress Hall.

Ms. Layman: 8413 SW 80th Street.

Mr. Colen: Thank you.

Ms. Layman: George, are you going to take out these extra meetings?

Mr. Flint: Yes. We'll take the first Tuesday off of here and we'll send you a revised notice.

Ms. Layman: Thank you.

Mr. Colen: Alright. Very good. We need a motion adopting the meeting schedule for Fiscal Year 2024, with the provision that we delete the meetings for the first Tuesday of every month and relocating the February 20th meeting to 8413 SW 80th Street.

On MOTION by Mr. Brunner seconded by Mr. Gysen with all in favor the Fiscal Year 2024 meeting schedule, deleting the first Tuesday of the month meetings and moving the February 20, 2024 meeting to Cypress Hall, 8413 SW 80th Street was approved.

TWELFTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Colen: The only request that I have is to recognize Mr. Schmalz' leadership and the efforts of the Bay Laurel community development team in their work on water conservation. If you would, please tell us about the award that the department just received. It is a statewide award.

Mr. Schmalz: Thank you for that. We just received an award from the Florida Irrigation Society for the efforts of the public utility related to the water conservation efforts that Bay Laurel has in place, everything from the new construction standards to the programs that we provide to our residents and providing them the tools for water conservation.

Mr. Colen: That is a great recognition.

Mr. Schmalz: It is.

Mr. Colen: It has been a long time coming.

Mr. Schmalz: Agreed.

Mr. Colen: That's great. Congratulations!

Mr. Colen: Thank you. Are there any other director's requests? Hearing none, we need a motion to adjourn.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Brunner seconded by Mr. McLeod with all in favor the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman