

I - Call to Order

II - Invocation

III - Pledge of Allegiance

IV - Citizens to Be Heard

V - Public Hearing

PH 1 Public Hearing for Adoption of the Miscellaneous Utility Fees

- Melvin Martinez, GSG, presented the adoption of the miscellaneous fees. It includes the developer fees, contract operator expense, five percent of the administrative cost for the utility to be retained on top of the standard price of the meter cost, as well as the connection cost toward benchmarking fees, and overall standard miscellaneous fees. He is asking the board to make a motion to adopt these fees.
- Mr. Hawkins goes over plan review fees and asks if these costs cover GSG reviewing them before it goes to everyone. Does he want to confirm that the counties won't task their staff with something already reviewed by GSG?
- Evan Rosenthal, NGN, replied that this is just utility-related, not planning/zoning.
- Mr. Hawkins said he doesn't want to start going into the planning zone without asking questions about utilities.
- Chairman Brooks asked why the impact fees are not in this proposal.
- Evan Rosenthal, NGN, responded that those fees were adopted back in February when the authority adopted the schedule for retail rates.

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

- Evan Rosenthal, NGN, reminded the board about the motion to approve the resolution that was part of the public hearing.
- Mr. Hawkins replied that he would add the motion to FA 3.
- Chairman Good asked, how is the city covering their cost after these are approved?
- Mr. Hawkins responded that the first resolution passed in February with the impact fees covering those costs.

VI - Minutes

M 1 Approval of May 9, 2022, Board Meeting Minutes

VII - Consent Agenda

CA 1 List of Invoices to be Paid

CA 2 List of Construction Related Invoices to be Paid

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

CA 3 Other Items

VIII - Finance and Administration

FA 1 Finance Report: YTD Budget vs. Actuals through 05/31/2022

- Melvin Martinez, GSG, presents the month-end operating results as of May 31, 2022. Everything is going along as it should. The only area that went a little over was the other operating expenses from what he originally anticipated. Two single audits were not expected. He anticipates only one single audit, but per the audit agreement, there is a \$5,000 charge fee per audit on top of the standard fee. This year's single audit started a little late, with expenses from both grants of \$750,000. This requires two single audits, one for each assignment. This put operating expenses surpassing expectations by only \$2,000.

FA 2 Budget Presentation

- Melvin Martinez, GSG, presented three significant milestones in the project so far, the adopted miscellaneous fees from today's meeting and the operating contract with US Water in March that was signed in effect. The third major milestone was adopting the retail rates back in February. He hopes to add another milestone to get our first customer to connect with the utility line. FY 23 operating expenses are assumed to increase roughly around \$90,000 compared to FY 22 budget. This is because of an anticipation of an increase in water and sewer expenses, but he is hoping to have more customer connections. The more customers we get, the more operating expenses we'll have. Revenues will increase as well. Also, he mentioned the \$30,000 for land use development that was put on the shelf two years ago, hoping to use it this year. Then he went on to talk about member contribution, authority is asking for \$60,00 from each member. They have given a little over \$591,000 total after the FY 23 revenue share agreement signed into effect beginning October 1, 2022. The next big step for this month is to do a final walkthrough to close out the project for this month. After closing out the project, we can begin to close out for DEO and SDOT grants. Afterward, the approval FY 23 contribution from each member will bring us to the September time frame for the proposed budget to be adopted in the September meeting.

FA 3 Other Items

- Mr. Hawkins approved the motion to adopt the resolution discussed in PH 1.

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

IX - Operations

OP 1 Engineering/Project Status Update

- As far as construction, three major parts need to be completed. The master meter was delivered this morning, and they are working on getting it installed today, but it'll take 3 to 4 days to complete. The second part is electrical connections to both lift stations. The electrical connection to the south lift station is by Florida Power & Light. We have the conduit and electrical wire to the pole. We're just waiting on Florida Power & Light to install the transformer and make connections. I talked to them last Thursday or Friday, and they said it'll get done by the end of this week. West Florida Electric is

ready to make the connection to the North Lift Station. We're waiting on GCUC to do the conduit and electric wire to the pole. GCUC said that it would get done by the end of this week. The third one is the asphalt driveways to both lift stations. GCUC said that they would complete it by the end of this week.

- Mr. Hawkins asked if there's any remaining money to pay for GCUC and do they understand the timeline.
- Robert Sheets, GSG, answered that there is money and GCUC understands that they won't get a check until it's completed. There will be a final walk-through this Friday and a special meeting on June 20, 2022, for final invoices approval from the board members.
- Mr. Hawkins asks, are there any final invoices other than GCUC that need to be paid?
- Melvin Martinez states that there will be a final invoice from Melvin Engineering.
- Robert Sheets adds that there will also be one for US Water.
- Cliff, contractor, the survey for the south ride connector was completed the week before last. He submitted the paperwork to DOT. He brought some applications for the board members to sign and hoped to take them to the city to turn in. He will call DEP and explain the situation to see if they can move us to the top of the pile. He will get in contact with Katie, who is a reviewer, to help expedite the process.

OP 2 Payment Approval of Dewberry Work Authorization No. DEW 22-01

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

OP 3 Ratification for Approval of Work Authorization USWSC 22-01 with US Water Services to purchase Water Main and Force Main materials for the Highway 79 Corridor Authority

- Robert Sheets clarifies that this is for the purchase of the pipe.
- Evan Rosenthal states that these are materials for tasks they still intend to accomplish.
- Mr. Hawkins informs the board that they need to waive the purchasing policy, as this was not competitively procured.

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

OP 4 Ratification for Approval of Work Authorization USWSC 22-02 with US Water Services to purchase a 4-inch 2011 pioneer preowned bypass pump for the Highway 79 Corridor Authority

- Robert Sheets states that the cost difference between this preowned pump and a new one is considerable and a much shorter timeframe than a new pump.
- Mr. Hawkins informs the board that the purchasing policy must be waived.

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

OP 5 Request Board Consideration to Waive the Purchasing Policy and Approve a Construction Contract with US Water Services for Construction of a Lateral Crossing Under Hwy 79 and Authorize the General Manager to Issue a Notice to Proceed Upon Securing All Permits

- There will be a not-to-exceed amount of \$62,000, subject to US Water agreeing to complete the project by the grant deadline at risk of not getting paid.
- After GCUC refused the contract, there was no time to go through procurement.

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

OP 6 Other Items

X - System Manager

SM 1 Board Consideration for Adoption of the Policies and Procedures Governing Connection to the Highway 79 Corridor Authority Utility System

- Policies and Procedures Governing Connections outlines rules and regulations that we would go through receiving and reviewing all service applications.

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

SM 2 Board Consideration to Authorize the System Manager to Pay Any Invoices Received after June 13th and Take Such Other Actions as Necessary to Close Out the Project Grants

- Chairman Hawkins gave authorization to Robert Sheet, but there will be a meeting on June 20, 2022, to talk more in detail about the invoices.
- A vote formally authorized the system manager to take the above-stated actions.

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

SM 3 June 20, 2022, Board Meeting assigned.

Moved by Chairman Brooks/Mr. Hawkins Seconded by Mr. Good- Motion Carried

SM 4 Other Items

XI - General Counsel

GC 1 Revenue Sharing Interlocal Agreement Between the Authority, Washington County, and Holmes County

- Evan Rosenthal, NGN, presented the planning result for funding the authority. The first way is funding the authority each year through any revenue generated by the authority utility system. The second way is through any grants that may be available to the head. The third way is that any outstanding expenses the authority needs to fund will come from tax increments revenue within each county's authority area. Finally, if the combined revenues from those sources are insufficient to fund the authority operating expenses, the counties can pay the outstanding balance from any legally available sources of funds. This agreement will not kick in until the next fiscal year.

- Attorneys will look this over and return to discussing it at the next meeting.

GC 2 Other Items

XII - Board Items

BD 1 Other Items

XIII - Adjourn - Chairman Hawkins offered a motion to adjourn