

RESOLUTION 2022-05
Fiscal Year 2022 Budget Amendment
Wednesday, May 11, 2022

WHEREAS, the Spring Lake Improvement District (hereinafter "District") was created by the Florida Legislature and codified in Chapter 1971-669, Laws of Florida, as amended by Chapter 2005-342, Laws of Florida, as amended by Chapter 2012-264, Laws of Florida, pursuant to the authority granted therein and;

WHEREAS, the Board of Supervisors, hereinafter referred to as the "Board", of the District, adopted a Budget for fiscal year 2021-2022, and;

WHEREAS, Section 10.02.06 of the District Financial Policies directs the Administrator to prepare budget amendments, and;

WHEREAS, the Board desires to move funds according to the attached Exhibit "A"

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SPRING LAKE IMPROVEMENT DISTRICT THE FOLLOWING:

1. The Fiscal Year 2022 Budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 11th day of May, 2022 and shall be reflected in the monthly and fiscal year end 9-30-2022 Financial Statements and Audit Report of the District.

Spring Lake Improvement District

By: _____
Tim McKenna, Chairman

Attest:

By: _____
Kay Gorham, Secretary

Exhibit "A"

Wastewater Fund

From:

Operating Reserves (101900)

To:

Wastewater Maintenance (535460)

\$4750.00 for Wastewater Treatment Plant FDEP Permit

FLORIDA RURAL WATER ASSOCIATION

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April 13, 2022

Mr. Clay R. Shrum, Director of Operations
Spring Lake Improvement District
115 Spring Lake Blvd.
Sebring, Florida
Phone: 863-655-1715 / 863-443-1617
Email: cshrum@springlakefl.com

**Re: Wastewater Treatment Plant FDEP Permit Renewal (Expires 23-Oct-22)
Spring Lake Improvement District, Highlands Co., Facility No.: FLA014315**

Dear Mr. Shrum:

Thank you for requesting Florida Rural Water Association assistance. We understand that the Spring Lake Improvement District Wastewater Treatment Plant FDEP Permit expires on 23-Oct-22-- the renewal application should be submitted to FDEP by 14-Apr-22. If this project description is inaccurate please let us know by return mail – we want to clearly understand your project and expectations.

FRWA is here to help you. As a FRWA Membership benefit we ask that you provide a **\$4,750** contribution to FRWA in aid of engineering assistance – \$2,850 upfront, remainder to be invoiced as work progresses. *If you had not been a FRWA member we would have asked for a \$6,500 contribution.* Consultants often charge anywhere from \$8,000 to \$10,000 for this type of assistance.

The existing Wastewater Treatment Plant (WWTP) has a permitted capacity of 50,000 gpd (0.05 MGD) and is a Type IIIC Facility¹. The permit renewal application fee with be \$1,000 [the fees to be confirmed by the FDEP South District], which you would be responsible for paying directly to the Florida Department of Health in Highlands County. We will submit both the Wastewater Treatment Plant Replacement and Renewal Applications together to attempt to lower the total permit fees combined.

FRWA's Scope of Work. In accordance with your request and as required by Florida Department of Environmental Protection, FRWA will perform the following tasks. FRWA may need your assistance with obtaining some records and assistance with tasks.

1. **Prepare an Application for Wastewater Treatment Plant FDEP Permit Renewal (Form 1 & Form 2)** in conjunction with a requested ten (10) Year permit renewal.

¹ Per FDEP Rule 62-4.050(4)(b)1., F.A.C. Wastewater Permit PDR for Types I, II, and III domestic WWTPs

2. **Field Evaluation & Inspection for Operation & Maintenance Performance Report.** Your FRWA Wastewater Circuit Rider will perform the plant evaluation / inspection. Please have an operator available to assist with this activity.
3. **10-years of DMRs (2012 thru 2022).** FDEP requires that we include monthly average daily flows, three-month average daily flows (three-month rolling average daily flows for the WWTF), and annual average daily flows for the past five years or for the length of time the facility has been in operation, whichever is less [62-600.405(6)].
 - We will download this information from the FDEP database.
4. **Copy of Previous Application Package.** We will download a copy of the previous Wastewater Treatment Plant Permit Renewal package. This should include:
 - All Permit Forms
 - Capacity Analysis Report
 - If not included in the Capacity Analysis Report, please provide a treatment **Process Flow Diagram** reflecting how wastewater is currently routed through plant process components.
 - Operation and Maintenance Performance Report
5. **Prepare a Capacity Analysis Report.** The report will include an evaluation of WWTP flows, actual capacity in relation to permitted capacity, seasonal variations, future conditions, population projections, flow projections, updated flow and loading information, summary and conclusions, time required for the three-month average daily flow to reach the permitted capacity, recommendations for expansion, and expansion schedules.
6. **Respond to FDEP Requests for Additional Information (RAI).** FRWA will respond to RAIs.

Information Required From You. Before we begin work on your project we must have all the listed information about your system. If you have any questions please ask for clarification. The FRWA Circuit Rider can also work with you and confirm you included everything prior to sending.

1. **Sign and return the Attached Agreement.** Please sign the FRWA Specific Assistance Agreement below and return it to FRWA.
 - Once we have the signed agreement we will send an invoice with a link to pay the \$2,850 contribution on-line (or you can mail a check for that amount)
 - *The remainder to be invoiced as work progresses.*
2. **Groundwater Monitoring Reports.** If required by FDEP permit, please provide Groundwater Monitoring Reports covering the past five years or period since last renewal.
3. **Effluent Flow Meter Calibration Record** for calendar year 2022.
4. **Reduced Pressure Zone Backflow Preventer Inspection Record** for calendar year 2022.

Options for Your Project: As we described, you have several options to obtain the required Specific Assistance needed for your system:

1. You can hire a consulting firm at ANYTIME to do the work for you!
 - If you need immediate assistance and cannot wait for FRWA Engineers to get to your project.
2. If you request FRWA assistance as a membership benefit:
 - Make a **\$4,750 contribution** to support FRWA's Engineering Program.
 - Please provide \$2,850 upfront
 - *The remainder to be invoiced as work progresses.*
 - You must **commit to collecting the data listed above**
 - You must be a **FRWA Member** and commit to long-term membership
 - We ask that you **be patient** – we have lots of work and few engineers
 - You agree to hold FRWA and consultants harmless for our assistance efforts (*does not apply to cities, counties, and governmental entities*)

Please sign the enclosed FRWA Specific Assistance Agreement and return it to FRWA for our files.

Sincerely,

Sterling L. Carroll, P.E. Digitally signed by Sterling L. Carroll, P.E.
Date: 2022.04.13 09:00:26 -04'00'

Sterling L. Carroll, P.E.
FRWA State Engineer

Copy: John D. Hermann, Arminius Consultants, LLC
Allen Slater, FRWA Wastewater Circuit Rider
Peyton Piotrowski, FRWA Engineer

Please review sign and return the acknowledgment below:

FRWA Specific Assistance Agreement / Acknowledgment

The Spring Lake Improvement District (hereafter referred to as "FRWA Member") requests FRWA's assistance and by doing so willingly and freely enters into this agreement for FRWA membership assistance with Wastewater Treatment Plant Permit Renewal.

This agreement is made upon the express condition that the FRWA Member agrees to hold the Florida Rural Water Association, its agents, employees, and consultants harmless for any loss, damage, expense, cost, or legal liability.-The FRWA Member understands it can hire a consulting firm to do the work at any time in lieu of making a \$4,750 contribution to support FRWA's Engineering Program.

Please send \$2,850 upfront and the remainder to be invoiced as work progresses. Once we have the signed agreement we will send an invoice with a link to pay the \$2,850 contribution on-line (or you can mail a check for that amount).

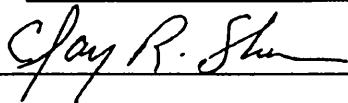
The FRWA Member is responsible for paying all permit application fees directly to the Agency. When work is complete, FRWA will send a Final Draft along with a final invoice. Once final payment is received, FRWA will release the signed and sealed Final Deliverable to you and FDEP.

The FRWA Member acknowledges that FRWA is non-profit membership association dedicated to assisting water and wastewater systems provide Floridians with an ample affordable supply of high quality water.

Further the FRWA Member agrees to commit to gather the data, maps, and information about its own system; and recognizes the backlog of work and is willing to be patient until FRWA can get to its project; and appreciates this membership service.

The FRWA Member has the option to hire an engineering consultant at any time, if the project cannot wait for FRWA Engineers' availability – FRWA would be happy to provide a refund.

FRWA Member: Spring Lake Improvement District

Signature: 

Date: April 13, 2022

Please RSVP ASAP! Because FRWA engineering services are in high demand we ask for your response to this offer within 30-days.

If you need more time for your decision-making process just let us know!

We understand if you choose to proceed in another way and support you in that decision. We're always here to assist water and wastewater systems. Please drop a quick line to let us know or sign the agreement and return it to us. If we have not heard from you within 30-days we will assume that this offer has expired and remove your system off our list of utilities desiring FRWA engineering services.