MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD WEDNESDAY, NOVEMBER 13, 2013 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT 9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL

Members present:
Lois Benson, Chairman
Elvin McCorvey, Vice Chairman
Vicki Campbell (arrived at 2:10 p.m.)
Tim Common
Chuck Kimball
Dale Perkins (left at 3:02; returned at 3:20 p.m.)
Louise Ritz
Hurey Smith
Kelley Thompson
Larry Walker (left at 2:34 p.m.)

Members absent:
Deborah Benn

Staff present:
Steve Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
Debra Buckley, Director of Finance
Tom Dawson, Director of Water Production
Tim Haag, Director of Government Affairs
Mike Hamlin, Manager of Utility Development
Steve Holcomb, Director of Wastewater Infrastructure
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
Ned McMath, Deputy Executive Director-Utility Operations
Don Palmer, Director of Wastewater Reclamation
Gerry Piscopo, Director of Maintenance & Construction-Utility Operations
Brian Reid, Project Engineer
Jim Roberts, Public Information Officer
Randy Rudd, Deputy Executive Director-Shared Services
Patricia Sheldon, Director of Budgets and Cash Management

ITEM A - CALL TO ORDER

Chairman Benson called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:00 p.m.

ITEM B - INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Ritz provided the invocation and led the Pledge of Allegiance.

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ITEM C - ADOPTION OF AGENDA

Mr. Sorrell added the following items to the agenda:

M(1) – Award of Bid – Eastgate Lift Station (LS #12) Replacement
M(2) – Interlocal Agreement – Escambia County CDBG Fire Hydrant Program – 2012 Program Year
M(3) – Navy Federal Credit Union site expansion – ECUA cost-sharing participation
M(4) – Navy Federal Credit Union site expansion – Impact fees

Mr. Sorrell also advised that an addendum to Exhibit "A" of Item I was before the Committee.

Chairman Benson added to the agenda item M(5) – Request from United Way.

A motion was made by Mr. Common, seconded by Mr. McCorvey, to adopt the agenda as presented and amended. Motion carried 8-0.

ITEM D - OPEN FORUM

There were no comments from the audience.

ITEM E - APPROVAL OF MINUTES

A motion was made by Ms. Ritz, seconded by Mr. Kimball, to approve the minutes of the regular meeting of October 16, 2013 as presented. Motion carried 9-0.

ITEM F - PRESENTATION/DISCUSSION – LIFT STATION OPERATING CONCERNS

Staff members Bill Johnson and Gerry Piscopo presented information on lift station operating concerns, outlining various issues that ECUA is dealing with and the cost associated with those issues. Changes and specifications that have been implemented relative to site requirements and equipment were also outlined.

Staff indicated they would be bringing additional information/ recommendations back to the Committee in February. Chairman Benson stated that in February she would like to see the numbers/costs associated with rehabilitating the older lift stations presented. Chairman Benson also requested

that staff make the Homebuilders aware of the February meeting and provide today's presentation via e-mail to the Committee members.

ITEM G - PRESENTATION/RECOMMENDATION – PROFESSIONAL SERVICES FOR DEVELOPMENT OF A CWRF MASTER PLAN AND DESIGN-GENERATOR MAINTENANCE AND ODOR CONTROL BUILDING

Staff member Gerry Piscopo provided an overview of the plans and projected schedules relative to a generator maintenance and odor control building, as well as conceptual costs.

Mr. Barry Tweedie addressed the Committee expressing his concerns relative to the building design plans and associated costs.

A motion was made by Mr. Kimball, seconded by Mr. McCorvey, that the Board authorize the Executive Director to sign the contract with BDI for professional services for the Generator Maintenance & Odor Control Building and to provide the CWRF Master Plan, with funding in the amount of $184,964 from CIP Project CS418 and $53,000 from the MTBE Settlement Funds, for a total of $237,964. Motion carried 9-0.

ITEM H - PRESENTATION/RECOMMENDATION – CWRF POTABLE WATER WELLFIELD EVALUATION – ENGINEERING SERVICES

Staff members Ned McMath and Tom Dawson provided a presentation on the proposed potable water wellfield to be located at the Central Water Reclamation Facility, outlining the current status of ECUA wells and operation and maintenance costs associated therewith. Staff also outlined the feasibility and schedules of the project.

A motion was made by Mr. McCorvey, seconded by Ms. Thompson, that the Board authorize the Executive Director to enter into a contract with CDM-Smith to provide engineering services to assist ECUA with the next phase in the review of the feasibility of utilizing property owned by ECUA at the CWRF for potable water wells at a not-to-exceed cost of $206,000. Funds are available from the MTBE Settlement Funds for this work, with possibly supplementation of funds through a Water Supply Development Community Assistance Initiative grant, if approved by the Northwest Florida Water Management District. Motion carried 9-0.

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ITEM I - ECUA/ESCAMBIA COUNTY SITE LEASE – BARCELONA ELEVATED WATER STORAGE TANK

Mr. Perkins expressed his concern that due to the present relationship with the County, that the County may take the proposed changes the wrong way and feel that ECUA is using those changes to make things difficult. Staff assured Mr. Perkins that this was not the case and the changes made were necessary legal changes for ECUA's protection.

A motion was made by Mr. Common, seconded by Mr. Kimball, that the Board: (1) direct the Executive Director to notify the County in writing that ECUA will not renew the existing Site Lease Agreement, dated July 1, 1985, for the Barcelona Tank; and (2) direct the Executive Director to offer the County a new Tower Space Lease Agreement for its communication equipment on ECUA's Barcelona Elevated Water Storage Tank; and (3) authorize the Executive Director to negotiate terms of the agreement and execute a new Tower Space Lease Agreement which is generally consistent with Exhibit "A". Motion carried 8-1 with Mr. Perkins voting against the motion.

ITEM J - BUDGET AMENDMENT – WATER AND WASTEWATER AND SANITATION SYSTEMS

A motion was made by Ms. Ritz, seconded by Mr. Kimball, that the Board approve the following budget amendment in the not-to-exceed amounts for the Water and Wastewater Systems and Sanitation System for fiscal year 2013. Motion carried 9-0.

Sources:

Water and Wastewater System	
Monthly Charges-Water	$(4,295,000)
Monthly Charges-Wastewater	994,000
Connection Fees	85,600
Sewer Improvement Fees	(372,000)
Impact Fees	1,044,813
Interest Income	19,700
Other Income	685,000
Sanitation System	
Sanitation-Residential	286,500
Sanitation-Commercial	202,260
Fuel Recovery Fee	(420,000)

Recyclables Commodities	(36,100)
Interest Income	1,375
Other Income	116,500

Uses:

Water and Wastewater System	
Operating Expenditures	$(1,837,887)
Sanitation System	
Operating Expenditures	1,275,535
Unrestricted Reserves	(1,125,000)

ITEM K - INFORMATIONAL REPORTS:

The following reports were presented for information only and did not require action.

(1) Regional Services report – October 2013
(2) Water Production report – October 2013
(3) Water Reclamation report – September 2013
(4) Water Reclamation report – October 2013

ITEM L -UNFINISHED BUSINESS

None.

ITEM M - NEW BUSINESS

(1) Award of Bid – Eastgate Lift Station (LS #12) Replacement

A motion was made by Mr. McCorvey, seconded by Mr. Common, that the Board: (1) award a contract to Morgan Contracting, Inc., Baker, FL, the low bidder, in the total amount of $1,003,300.00 for the base bid, for the Eastgate Lift Station (LS #12) Replacement - CIP Project RS034; and (2) transfer funds in the amount of $850,000.00, from Lift Station Replacement & Upgrading (CIP Project RS121). Motion carried 9-0.

(2) Interlocal Agreement – Escambia County CDBG Fire Hydrant Program – 2012 Program Year

A motion was made by Ms. Thompson, seconded by Mr. Kimball, that the Board authorize the Executive Director to enter into a contract with

Escambia County for work related to the 2012 CDBG Fire Hydrant Program. Motion carried 9-0.

Chairman Benson stated that she would like for staff to look at the issue of lines that would not allow the installation of a fire hydrant due to the size.

(3) Navy Federal Credit Union site expansion – ECUA cost-sharing participation

A motion was made by Mr. McCorvey, seconded by Mr. Kimball, that the Board establish a project and budget in the approximate amount of $300,000 for cost-sharing associated with the NFCU expansion, and to authorize the Executive Director to execute the Utility Service Agreement that outlines the cost- sharing arrangements. Motion carried 9-0.

(4) Navy Federal Credit Union site expansion – Impact fees

A motion was made by Ms. Thompson, seconded by Mr. Common, that the Board:

(1) determine that the expansion of the Navy Federal Credit Union site constitutes an expansion by an existing user of its water and wastewater utility systems which will provide a significant benefit to the community in terms of increased job opportunities, economies of scale, and economic development in the area;

(2) approve the reduction of capacity impact fees for the planned expansion of the Navy Federal Credit Union facilities on Nine Mile Road by 16% for water and 21% for sewer in accordance with Table 4 of the Policy on Impact Fee Charges for Large Volume Customers adopted at the October 2013 ECUA Board meeting; and

(3) adopt a resolution articulating the anticipated economic benefits justifying this reduction.

Motion carried 9-0.

(5) Request from United Way (Benson)

Ms. Angela Krieger of United Way addressed the Committee requesting that ECUA allow the agency to insert information to go out with ECUA

bills, or in the *ECUA Pipeline* newsletter, informing the public about the service the agency provides, free of charge to qualified individuals, relative to tax preparation.

Chairman Benson informed the Committee that legal counsel has advised against allowing the request.

A motion was made by Ms. Campbell, seconded by Mr. McCorvey, that staff work with this agency to accomplish what they are requesting as long as there is no cost to ECUA. Motion carried 8-1 with Mr. Common voting against the motion.

(6) Chairman Benson introduced Mr. Charles Green, informing the Committee that she intends to appoint Mr. Green to the Committee at the ECUA Organizational Board meeting November 21.

ITEM N - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Benson declared the meeting adjourned at approximately 4:13 p.m.

Respectfully submitted,

Stephen E. Sorrell
Executive Director and
Secretary

APPROVED BY THE ECUA CITIZENS' ADVISORY COMMITTEE IN A MEETING ON 02/19/14.

(X) Without corrections/amendments.
( ) With corrections/amendments being: