

**MINUTES OF THE EMERALD COAST UTILITIES AUTHORITY BOARD MEETING
HELD THURSDAY, OCTOBER 29, 2015 AT 2:00 P.M. IN THE ECUA BOARD
ROOM AT 9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK,
PENSACOLA, FL**

Members present: Lois Benson, Chairman
Larry Walker, Vice Chairman
Vicki Campbell
Elvin McCorvey
Dale Perkins

Counsel present: Bradley S. Odom

Staff present: Stephen E. Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
Tom Dawson, Director of Water Production
Tim Haag, Director of Government Affairs
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
Jim Roberts, Public Information Officer
Patricia Sheldon, Director of Budgets and Cash
Management

ITEM 1 – INVOCATION AND PLEDGE OF ALLEGIANCE

Prior to calling the regular meeting of the Board to order, Dr. Walker provided the invocation and led the Pledge of Allegiance.

ITEM 2 – CALL TO ORDER

Chairman Benson called the regular meeting of the Emerald Coast Utilities Authority Board to order at approximately 2:01 p.m.

ITEM 3 – ADOPTION OF AGENDA

Dr. Walker added "letter from Laurretta Lash" to the agenda.

Mr. Sorrell added Item 13(a) – Resolution 15-19, and advised that a corrective page 33 was before the Board.

A motion was made by Dr. Walker, seconded by Mr. McCorvey, to adopt the agenda as presented and amended. Motion carried 5-0.

Board meeting 10/29/15

ITEM 4 - PUBLIC HEARINGS:

- (a) **2:00 p.m. – Proposed establishment of revised wastewater system industrial surcharges**

Chairman Benson convened the public hearing at approximately 2:03 p.m. There were no comments and the public hearing was closed.

- (b) **Adoption of Resolution 15-16**

A motion was made by Dr. Walker, seconded by Mr. McCorvey, to adopt Resolution 15-16 – A FINAL RATE SETTING RESOLUTION ESTABLISHING REVISED WASTEWATER SYSTEM INDUSTRIAL SURCHARGES AND CARBON CREDIT; PROVIDING AN EFFECTIVE DATE. Motion carried 5-0.

ITEM 5 - OPEN FORUM

(a) Ms. Barbara Albrecht, 1508 E. Brainerd Street, addressed the Board requesting an update on recycling in Escambia County.

Mr. Sorrell provided a summary of things currently occurring within the ECUA system. Mr. Sorrell also advised of some activities that are occurring as undertakings of Escambia County.

(b) Ms. Wilheminia Ladd-Gadson, 2315 N. Tarragona Street, addressed the Board explaining that she has been at her Tarragona Street residence for the past 17 years and paying for sewer service. Further, Ms. Gadson stated her home was just connected to the ECUA sewer on October 6, 2015. Ms. Gadson stated she is requesting reimbursement for the sewer service fees she has paid for the past 17 years. Ms. Gadson also indicated she was appreciative of the assistance the ECUA staff has provided thus far.

This issue was referred to staff for further investigation and evaluation, with several members indicating that if Ms. Gadson is correct in her statements, then she should be reimbursed as she requested.

ITEM 6 - PRESENTATIONS

None.

Board meeting 10/29/15

ITEM 7 - APPROVAL OF MINUTES

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to approve the minutes of the regular Board meeting of September 24, 2015 as presented. Motion carried 5-0.

ITEM 8 - OPERATIONAL ITEMS:

(a) **Disposition of surplus property – Bixby Circle**

A motion was made by Ms. Campbell, seconded by Mr. McCorvey, to (a) approve and concur with the finding of the Executive Director that the subject property is not necessary, useful, or profitable to the operations of ECUA's utility systems; (b) approve and concur that the well house is dilapidated, has a negative value, and should be demolished; (c) authorize disposition of the property in accordance with the *ECUA Code*; and (d) approve the related Resolution and subsequent disposition of the Bixby Circle property once the demolition has been completed. Motion carried 5-0.

(b) **Adoption of Resolution 15-17**

A motion was made by Mr. Perkins, seconded by Mr. McCorvey, to adopt Resolution 15-17 - A RESOLUTION FINDING THE ABANDONED WELL SITE ON BIXBY CIRCLE AS WELL AS THE REMNANTS OF THE WELL HOUSE ON THAT SITE TO BE NO LONGER USEFUL, NECESSARY, OR PROFITABLE IN THE OPERATION OF THE UTILITY SYSTEMS OF THE EMERALD COAST UTILITIES AUTHORITY; APPROVING AND CONCURRING IN THE FINDINGS OF THE EXECUTIVE DIRECTOR; AUTHORIZING THE DEMOLITION OF THE STRUCTURE ON THE PROPERTY; AUTHORIZING THE DISPOSITION OF THE PROPERTY AFTER DEMOLITION; PROVIDING AN EFFECTIVE DATE. Motion carried 5-0.

(c) **Property exchange/sale between ECUA and the Santa Rosa Island Authority**

A motion was made by Mr. Perkins, seconded by Mr. McCorvey, to (a) concur with the finding of the Executive Director that Parcel A is no longer necessary, useful, or profitable in the operation of ECUA's utilities (assuming easements for ECUA's existing utilities are retained), and approve the related Surplus Declaration and disposition of Parcel A; (b) approve the property exchange between the ECUA and the Santa Rosa Island Authority through a re-assignment of ECUA's lease to the SRIA for the portion of ECUA property designated as Parcel A, in exchange for a lease of the SRIA's property designated as Parcel B; (c) approve payment of the following related expenses \$1,175 for ECUA's portion of the appraisal and \$4,000 payment to the SRIA for

Board meeting 10/29/15

the value differential established through the appraisals; and (d) authorize staff and ECUA counsel to finalize and execute the documents related to the said property exchange – with ECUA retaining easements for its facilities on Parcel A. Motion carried 5-0.

(d) Adoption of Resolution 15-18

A motion was made by Mr. Perkins, seconded by Ms. Campbell, to adopt Resolution 15-18 - A RESOLUTION FINDING A PORTION OF THE PENSACOLA BEACH POTABLE WATER STORAGE TANK AND BOOSTER PUMP STATION SITE TO BE NO LONGER NECESSARY, USEFUL, OR PROFITABLE IN THE OPERATION OF UTILITY SYSTEMS OF THE EMERALD COAST UTILITIES AUTHORITY; APPROVING AND CONCURRING IN THE FINDINGS OF THE EXECUTIVE DIRECTOR; AUTHORIZING THE DISPOSITION OF THAT PORTION OF PROPERTY BY WAY OF PRIVATE SALE TO THE SANTA ROSA ISLAND AUTHORITY IN RETURN FOR OTHER PROPERTY; PROVIDING AN EFFECTIVE DATE. Motion carried 5-0.

(e) Award of bid – Summer Lakes drainage easement repair

A motion was made by Mr. Perkins, seconded by Dr. Walker, to award the contract for the Summer Lakes Drainage Easement Repair to BKW, Inc., the lowest bidder, for the Base Bid in the total amount of \$172,825.20, with funding from Operating Contingency with an eventual reimbursement from FEMA. Motion carried 5-0.

(f) Award of bid – Carriage Hills Tank and Water Treatment Facility

A motion was made by Ms. Campbell, seconded by Mr. Perkins, to award the contract for Carriage Hills Tank and Water Treatment Facility project to Vision Construction Ent., LLC, the lowest bidder, for the Base Bid in the total amount of \$3,531,050.00, with funding from CIP Project RW066 and a transfer of \$620,000.00 from CIP Project RW717 - Tank Maintenance. Motion carried 5-0.

(g) Award of bid – Dunaway Water Treatment Facility replacement

A motion was made by Dr. Walker, seconded by Mr. McCorvey, to award the contract for Dunaway Water Treatment Facility Replacement to Vision Construction Ent., Inc., the sole bidder, for the Base Bid in the total amount of \$1,137,100, with funding through transfers to CIP Project RW414 in the amounts of \$940,000 from Project Contingency and \$360,000 from CIP Project RW916R –

Board meeting 10/29/15

Water Treatment Facility Rehabilitation for the Base Bid and any contingencies.
Motion carried 5-0.

(h) Award of bid – Installation of GAC vessel piping at OLF-4A well

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to award the contract for installation of GAC vessel piping at the OLF-4A well to Vision Construction Ent., LLC. the lowest bidder, for the Total Base Bid in the total amount of \$254,500, and authorize transfer of funds in the amount of \$270,000 from CIP Project No. RW038 to CIP Project No. RW417. Motion carried 5-0.

(i) Award of bid – Orthophosphate

A motion was made by Mr. Perkins, seconded by Mr. McCorvey, to award the contract for orthophosphate to Carus Corporation, the lowest bidder, at \$7.66 per gallon, with an anticipated expenditure of \$183,744.00 for the contract period, with funding from the appropriate budget line item. This contract is for a period of one-year with an option to renew for two consecutive one-year periods at the current rate. Motion carried 5-0.

(j) Award of bid – Generators

A motion was made by Mr. McCorvey, seconded by Mr. Perkins, to (1) affirmatively find that the bid submitted by Emergency Standby Power is non-responsive and therefore not the best one received, and (2) award the bid to Cummins Mid-South, LLC, Mobile, AL, the lowest responsive bidder, in the total amount of \$391,190, with funding from CIP Project CS514B, Generators. Motion carried 5-0.

(k) Award of construction services – Naval Air Station Pensacola and Lift Station No. 378 perimeter access road relocation

A motion was made by Dr. Walker, seconded by Mr. McCorvey, authorize the award of a construction services contract for the relocation of the perimeter access road at NAS Pensacola and the gate for Lift Station No. 378 to W. D. Rogers Mechanical, Inc., Pensacola, FL, the lowest responsive proposal, in the total amount of \$81,590.00, with funding in the amount of \$90,000.00 from CIP Project RS849D to cover construction costs plus a contingency. Motion carried 5-0.

Board meeting 10/29/15

(l) Award of Purchase – Replacement vehicles – Fiscal year 2016

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to (1) approve waiving the normal purchasing procedures and utilize the Florida Sheriff's Association Contract to purchase two replacement vehicles from Rush Truck Center, Mobile, AL, and piggyback pricing of a Pasco County, FL, competitive-bid contract to purchase 12 additional vehicles from Hub City Ford of Crestview, FL, for fiscal year 2016 in the total amount of \$1,378,368, with funding from CIP Project RA610; and (2) that all vehicles listed for replacement be declared surplus and approved to be auctioned once the replacement vehicles are delivered. Motion carried 5-0.

(m) Purchase of unleaded and diesel/bio diesel fuel contract extension

A motion was made by Mr. Perkins, seconded by Ms. Campbell, to approve staff to continue to utilize the Santa Rosa County School Board's existing contract with McPherson Oil, Inc., Pensacola, FL, for the purchase of diesel fuel and unleaded gasoline, with funding provided in the appropriate budget line items for fiscal year 2016. Motion carried 5-0.

(n) Infiltration and inflow reduction – Initiate projects for fiscal year 2016

A motion was made by Ms. Campbell, seconded by Mr. Perkins, to authorize the Executive Director to proceed with tasks associated with CIP Project RS624 - Infiltration and Inflow Reduction, with funds available through the fiscal year 2016 budget utilizing ECUA standard procurement policies and procedures. Motion carried 5-0.

(o) Central Water Reclamation Facility Biosolids Composting - Change Order No. 3

A motion was made by Ms. Campbell, seconded by Mr. McCorvey, to (a) approve Change Order No. 3 with Utility Service Co., Inc., in the total amount of \$343,673.79, for the CWRP Biosolids Composting with funding from – CIP Project CS425; and (b) authorize the transfer of funds in the amount of \$400,000.00 from Project Contingencies (CZ999) to CWRP Biosolids Composting - CIP Project CS425. Motion carried 5-0.

(p) Interlocal agreement for Escambia County CDBG Fire Hydrant Program – 2015 Program Year

Board meeting 10/29/15

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to authorize the Executive Director to enter into a contract with Escambia County for work related to the 2015 CDBG Fire Hydrant Program and proceed through bidding, with funding through the County's CDBG Program. Motion carried 5-0.

(q) Interlocal agreement with Escambia County

A motion was made by Mr. Perkins, seconded by Ms. Campbell, to approve the Interlocal Agreement between the ECUA and Escambia County to define the terms and conditions that will allow the ECUA to lease a portion of the Compost Pad at the Perdido Landfill to construct the ECUA Interim MRF and authorize the Executive Director to execute the agreement on behalf of the ECUA following review and acceptance of the final document by ECUA Counsel. Motion carried 5-0.

(r) Budget amendment – water and wastewater and sanitation systems

A motion was made by Dr. Walker, seconded by Mr. McCorvey, to approve the following budget amendment in the not-to-exceed amounts for the Water and Wastewater Systems and Sanitation System for fiscal year 2015. Motion carried 5-0.

Sources:

Water and Wastewater System	
Monthly Charges-Water	\$ 717,725
Monthly Charges-Wastewater	(2,451,700)
Connection Fees	70,600
Sewer Improvement Fees	(244,000)
Impact Fees	244,400
Grant Funds	1,627,300
Interest Income	406,400
Other Income	383,000
Sanitation System	
Sanitation-Residential	(678,275)
Sanitation-Commercial	(68,675)
Grant Funds	41,020
Recyclables	(811,457)
Interest Income	(7,192)
Other Income	7,058

Board meeting 10/29/15

Uses:

Water and Wastewater System	
Debt Service	\$ (843,275)
Operating Expenditures	1,597,000
Sanitation System	
Operating Expenditures	1,553,544
Intrafund Loan	(1,541,054)
Unrestricted Reserves	(1,530,011)

Chairman Benson suggested that perhaps ECUA needs to reach out to our customers in Santa Rosa County to sign up for ECUA garbage and recycling pickup.

ITEM 9 - INFORMATIONAL REPORTS

None.

ITEM 10 - EXECUTIVE DIRECTOR'S REPORT:

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

- (a) Notification of Emergency Purchase – Northwest force main cleaning

Mr. Sorrell provided updates on the Pensacola Beach reclaimed water system; progress with the Innerarity Island water and sewer systems; FDOT Nine Mile Road Project; FDOT Bay Bridge project; and the timber management project. Mr. Sorrell also provided an overview of the events that occurred as a result of the past Sunday-Monday rain event and its impact on the system.

Chairman Benson advised that a meeting is scheduled for November 3 at 6:00 p.m. at the Perdido Bay Methodist Church regarding the Innerarity Island system.

ITEM 11 - ATTORNEY'S REPORT

Mr. Odom reported that the Public Records Training sessions have been going well and that the next one is scheduled for 7:15 a.m., October 30, at the Central Water Reclamation Facility.

Board meeting 10/29/15

Mr. Odom also reported that a case will be closed out next week, and it is projected that the closing on the Palafox property will occur later this year.

ITEM 12 - UNFINISHED BUSINESS

None.

ITEM 13 - NEW BUSINESS

(a) **Adoption of Resolution 15-19**

A motion was made by Mr. Perkins, seconded by Dr. Walker, to adopt Resolution 15-19 - A RESOLUTION FINDING THAT SPECIFIC VEHICLES WILL NO LONGER BE NECESSARY, USEFUL, OR PROFITABLE IN THE OPERATION OF THE UTILITY SYSTEMS OF THE ECUA ONCE ECUA ACCEPTS DELIVERY OF THEIR REPLACEMENTS; AUTHORIZING DISPOSITION OF THOSE SURPLUS VEHICLES VIA ON-LINE PUBLIC AUCTION; PROVIDING AN EFFECTIVE DATE. Motion carried 5-0.

(b) **Letter from Laretta Lash (Walker)**

Dr. Walker stated that in Ms. Lash's letter, she expresses her displeasure with the replacement of her damaged garbage can, as well as having to call customer service several times and being told a supervisor would return her call but never did.

Mr. Sorrell informed the Board that staff has already taken care of Ms. Lash's concern regarding her can, stating that her damaged can was replaced with another can of the same volume but slightly different design. Ms. Lash wanted the exact same-type can she had that was damaged so staff found one just like what she had originally and accommodated her wishes.

Several Board members expressed their concerns with customers not being called back when it is indicated they will be and asked that staff make any improvements necessary to make sure those promises are met. It was also expressed that Customer Service overall does a very good job.

ITEM 14 - BOARD COMMUNICATIONS

Mr. Perkins stated that he would like for staff to look into why on-line pay for ECUA takes five to six days whereas at other agencies it only takes a day or two.

Board meeting 10/29/15

ITEM 15 - ADJOURNMENT

There being no further business to come before the regular meeting of the Emerald Coast Utilities Authority Board, Chairman Benson declared the meeting adjourned at approximately 3:39 p.m.

Respectfully submitted,



Stephen E. Sorrell
Executive Director and
Secretary

APPROVED BY THE ECUA BOARD
IN REGULAR SESSION ON 11/19/15.

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