

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, DECEMBER 9, 2015 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT
9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

Members present: Vicki Campbell, Chairman
Larry Walker, Vice Chairman
Deborah Benn
Lois Benson
Tim Common
Chuck Kimball
Dale Perkins
Randy Ponson
Louise Ritz
Hurey Smith

Members absent: Elvin McCorvey
Kelley Thompson

Staff present: Steve Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
John Daane, Director of Information Technology
Tim Haag, Director of Government Affairs
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
Jim Roberts, Public Information Officer
Kimberly Scruggs, Human Resources Generalist
Patricia Sheldon, Director of Budgets and Cash
Management
Wade Wilson, GIS Manager

ITEM A - INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. Kimball provided the invocation and led the Pledge of Allegiance.

ITEM B - CALL TO ORDER

Chairman Campbell called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:02 p.m.

ITEM C - ADOPTION OF AGENDA

Mr. Ritz requested an update on the issue of "rags" in the sewer system.

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A motion was made by Mr. Common, seconded by Mr. Perkins, to adopt the agenda as presented and amended. Motion carried 10-0.

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 Ms. Benn, to approve the minutes of the regular meeting of September 16, 2015 as presented. Motion carried 10-0.

ITEM F - NETWORK CIRCUITS UPGRADE

A motion was made by Mr. Perkins, seconded by Mr. Kimball, that the ECUA Board: (1) waive the competitive bid process and approve the proposal from Southern Light and Fiber, under GSA Schedule GS-35F-524BA, with reduced pricing, to upgrade the network circuits; and (2) authorize the Executive Director to sign the agreement for the selected proposal, with annual funding of \$45,372, from the appropriate budget line items. Motion carried 10-0.

ITEM G - MICROSOFT ENTERPRISE AGREEMENT AND LICENSE RENEWALS

A motion was made by Mr. Kimball, seconded by Ms. Benn, that the ECUA Board: (1) waive the competitive bid process and approve the proposal from SHI, under Florida State Contract #252-001-09-1, to enter into the Microsoft Enterprise Agreement and purchase 400 CALs; and (2) authorize the Executive Director to sign the purchase contract for the selected proposal, with funding of \$102,360 over three years, or \$34,120 annually from the appropriate budget line item. Motion carried 10-0.

**ITEM H - PURCHASE CONSULTING SERVICES ASSISTANCE FOR REQUEST
FOR PROPOSAL PROCESS FOR THE ENTERPRISE RESOURCE
PLANNING APPLICATIONS**

A motion was made by Dr. Walker, seconded by Ms. Benn, that the Board waive competitive bidding and accept GFOA's proposal as allowed under Section 13.3(d) of the *ECUA Code*, - an exemption for bid requirements is afforded on contracts for professional and technical services - and authorize the Executive Director to initiate the purchase of the GFOA proposal, with funding of \$119,555 from CIP Project CA605, IT Master Plan. Motion carried 10-0.

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ITEM I - INFORMATIONAL REPORTS:

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

- (1) Presentations:
 - (a) New ECUA Information Technology Systems by John Daane, IT Director
 - (b) Capabilities of the ECUA Geographic Information System by Wade Wilson, GIS Manager
- (2) Financial reports for the year ended September 30, 2015
- (3) Regional Services monthly report – September 2015
- (4) Regional Services monthly report – October 2015
- (5) Regional Services monthly report – November 2015
- (6) Water Production monthly report – September 2015
- (7) Water Production monthly report – October 2015
- (8) Water Production monthly report – November 2015
- (9) Water Reclamation monthly report – August 2015
- (10) Water Reclamation monthly report – September 2015
- (11) Water Reclamation monthly report – October 2015

ITEM J - UNFINISHED BUSINESS

- (a) Update – Rags in the sewer system (Ritz)

Mr. Sorrell provided an overview on the issue of “rags” being in the sewer system and the problems they are causing. Mr. Sorrell stated that staff is making some progress in preventing this problem; however, it will always be a problem. Further, the FOG program is very successful in educating the public about disposing of grease in the sewer system which causes “grease” blocks and sewer backups.

Mr. Perkins suggested that perhaps part of the budgeted funding for the public information program could be directed for public education about these issues.

Ms. Ritz inquired if something could be placed in the stores that sell the flushable wipes asking consumers not to dispose of them through flushing. Mr. Sorrell indicated that he did not think that was possible and that staff is putting the prevention information out to the public as much as possible.

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ITEM K - NEW BUSINESS

(a) Mr. Smith inquired about the proper agency to contact regarding sinking areas of the roads. Mr. Sorrell explained that the depressions in the roads could be caused by many reasons and explained the process that ECUA follows if it is possibly the result of ECUA water or sewer lines.

Mr. Smith also expressed his concern about a hole in a particular road in his area that has barricades around it. Further, should someone remove the barricades, the hole is large enough that it could cause damage to a vehicle. Mr. Sorrell asked that Mr. Smith get with him after the meeting and provide the location he is referring to.

ITEM L - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Campbell declared the meeting adjourned at approximately 3:28 p.m.

Respectfully submitted,

Stephen E. Sorrell
Executive Director and
Secretary

**APPROVED BY THE ECUA CITIZENS' ADVISORY
COMMITTEE IN A MEETING ON _____.**

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