

P.O. Box 15311 · 9255 Sturdevant Street · Pensacola, FL 32514-0311 · Phone: 850 476-5110 · Fax: 850 494-7346

Elizabeth S. Campbell
District One

Lois Benson
District Two

Elvin McCorvey
District Three

Dale Perkins
District Four

Larry Walker
District Five

ECUA Mission Statement

The Mission of the Emerald Coast Utilities Authority is to promote the quality of life of the Emerald Coast by providing water, wastewater, and sanitation services in an effective and efficient manner.

A G E N D A

A REGULAR MEETING OF THE
ECUA CITIZENS' ADVISORY COMMITTEE
WEDNESDAY, APRIL 20, 2011
ECUA BOARD ROOM
9250 HAMMAN STREET
ELLYSON INDUSTRIAL PARK
2:00 P.M.

Members: Lois Benson, Chairman
 Dale Perkins, Vice Chairman
 Deborah Benn
 Curtis Brotherton
 Elizabeth Campbell
 Tim Common
 James Ditterline
 James Kirkland
 Elvin McCorvey
 Charlie Nichols
 Louise Ritz
 Larry Walker

Staff Advisor: Stephen E. Sorrell, Executive Director

-
- A. Call to Order
 - B. Invocation and Pledge of Allegiance
 - C. Adoption of Agenda

- D. Open Forum
- E. Approval of Minutes: Regular meeting of February 16, 2011, pg. 4
- F. Presentation by Saltmarsh, Cleaveland & Gund - Comprehensive Annual Financial Report – Fiscal Year Ended September 30, 2010
- G. Presentation by ECUA staff and IdeaWorks - ECUA web site design
- H. Award of bid – Security guard services, pg. 7
- I. Surplus equipment, pg. 9
- J. Informational Reports:
 - (1) Regional Services report – February 2011, pg. 12
 - (2) Regional Services report – March 2011, pg. 13
 - (3) Water Production report – February 2011, pg. 14
 - (4) Water Production report – March 2011, pg. 15
 - (5) Water Reclamation report – October 2010, pg. 16
 - (6) Water Reclamation report – November 2010, pg. 17
 - (7) Water Reclamation report – December 2010, pg. 18
- K. Unfinished Business
- L. New Business
- M. Adjournment

The next regular meeting of the ECUA Citizens' Advisory Committee is scheduled for **Wednesday, May 18 at 2:00 p.m.** in the ECUA Board Room at 9250 Hamman Street, Ellyson Industrial Park.

Pursuant to the U.S. Americans with Disabilities Act the ECUA will make reasonable modifications for access to ECUA services, programs, and activities by any qualified individual with a disability. Please call (850) 476-5110 (voice callers) or 1-800-955-8771 (TDD) for further information. Requests must be made at least 48 hours in advance of the event in order to allow the ECUA sufficient time to provide the requested accessibility.

GUIDELINES FOR OPEN FORUM

1. *Presentations are limited to **three** minutes.*
2. *The Chairman may extend the time allowed if the Chairman determines an extension is necessary in order to allow sufficient time for a presentation. In this event, all persons addressing the same issue shall be allowed a similar extension of time.*
3. *If a large number of persons have indicated their desire to speak, the Chairman may reduce the time allowed for presentations in order to avoid unduly prolonging the meeting.*
4. *Presentations are limited to agenda items or other issues related to ECUA.*
5. *Comments of a personal nature concerning any individual or comments or actions which are disruptive will not be permitted.*

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, FEBRUARY 16, 2011 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT
9250 HAMMAN STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

Members present: Lois Benson, Chairman
Dale Perkins, Vice Chairman (arrived at 2:13 p.m.)
Deborah Benn
Curtis Brotherton
Elizabeth Campbell
Tim Common
James Ditterline (arrived at 2:10 p.m.)
James Kirkland
Elvin McCorvey
Charlie Nichols
Larry Walker

Staff present: Steve Sorrell, Executive Director
Rick Anderson, Director of Human Resources
Nathalie Bowers, Public Information Officer
Debra Buckley, Director of Finance
Tim Haag, Director of Communications and
Intergovernmental Relations
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
Jim Roberts, Public Information Officer

ITEM A - CALL TO ORDER

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

ITEM B - INVOCATION AND PLEDGE OF ALLEGIANCE

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

Chairman Benson congratulated Mr. Sorrell on receiving the "Professional Leader of the Year" PACE award.

Chairman Benson also informed the Committee that member Logan Fink has resigned from the Committee effective February 14, stating that he would be campaigning for the District One ECUA Board seat and felt it would not be appropriate to continue on the Committee.

ITEM C - ADOPTION OF AGENDA

**ECUA Citizens' Advisory
Committee meeting 02/16/11**

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

ITEM D - OPEN FORUM

Mr. Barry Tweedie, 10395 Old Dairy Lane, addressed the Committee concerning the fluoride levels in the ECUA water.

ITEM E - APPROVAL OF MINUTES

A motion was made by Mr. Brotherton, seconded by Mr. Common, to approve the minutes of the regular meeting of January 19, 2011 as presented. Motion carried 10-0.

**ITEM F - SEWER EXPANSION PROGRAM – PROPOSED CUSTOMER
CONNECTION POLICY**

A motion was made by Mr. Common, seconded by Mr. Brotherton, that the Board adopt a policy whereby:

All properties with active septic tanks adjacent to a newly constructed ECUA sewage collection system which must, by law, connect to the new system with one year of notice of availability but have not done so, shall be assessed a monthly charge for sewer service in the amount of \$25.00, which charge would be terminated upon actual connection to the system and establishment of a regular account for sewer service.

If the customer connects the property to the new sewer system and properly abandons the existing septic tank within two years of the date of commencement of the \$25.00 service charge, then the customer may receive a credit against the payment of the required ECUA Sewage Capacity Impact Fee in an amount equal to the service charge collected to-date.

Motion carried 9-2 with Messrs. Kirkland and Perkins voting against the motion.

ITEM G - REVIEW - LEVEL OF FLUORIDATION

ECUA Citizens' Advisory
Committee meeting 02/16/11

Information only – no action taken. Staff explained the process of adding fluoride to the water and the level of fluoride that is in the water system.

ITEM H - INFORMATIONAL REPORTS:

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

- (1) Financial reports for the period ended December 31, 2010
- (2) Regional Services report – January 2011
- (3) Water Production report – January 2011

ITEM I - UNFINISHED BUSINESS

None.

ITEM J - NEW BUSINESS

None.

ITEM K - 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 2:38 p.m.

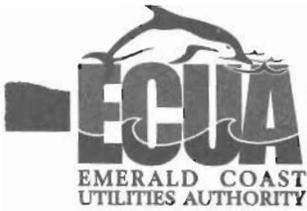
Respectfully submitted,



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:



MEMORANDUM

TO: ECUA Citizens' Advisory Committee
DATE: April 20, 2011
SUBJECT: Award of Bid: Security Guard Services

Background:

Since 2004, ECUA has contracted for security guard services at the Ellyson customer service location and at the Main Street Wastewater Treatment Facility. We awarded the current contract in 2009, and the contract allows for two one-year extensions. The current contract with the service provider, G4S Secure Solutions (formerly Wackenhut), expires July 31, 2011. G4S Secure Solutions has indicated they would like to exercise their extension option for another year with no increase in the rate.

Issue:

The issue is to extend the current contract for security guards with G4S Secure Solutions for one additional year, as allowed in the contract.

Option 1:

Renew the current contract with G4S Secure Solutions to provide security service at the Ellyson Complex and the Main Street WWTP.

Supporting Data:

G4S Secure Solutions began in Florida 55 years ago and has had a branch office in Pensacola for over 16 years with a large presence in the Panhandle area that includes industrial, military, health care and governmental projects. The G4S Secure Solutions is the U.S.-based division of the largest security company in the world and has extensive resources, experience, and commitment that will best fulfill ECUA's security needs. They will also provide short notice emergency response services, roving patrol, security assessments and other security-related services at the request of ECUA.

Option 2:

Take some other action.

ECUA Citizens' Advisory Committee
Page 2
April 20, 2011
Subject: Award of Bid: Security Guard Services
Supporting Data:

N/A.

Policy Implications:

None.

Financial Impact:

Funds are budgeted and available from respective department line items. The total amount of this contract is estimated to be \$75,048.

Origin:

Staff, this is an annual, recurring service.

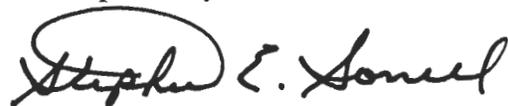
Staff Contact:

Rick Anderson, Director of Human Resources and Administrative Services, 969-3319.

Recommendation:

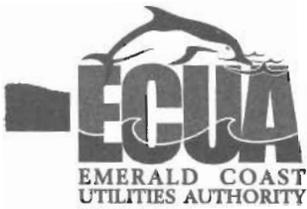
That the Board award a one-year extension to the current contract for security guard services to G4S Secure Solutions at a combined anticipated annual cost of \$75,048, with funding from the appropriate budget line item(s).

Respectfully submitted,



Stephen E. Sorrell
Executive Director

SES:RA:rl



MEMORANDUM

TO: ECUA Citizens' Advisory Committee

DATE: April 20, 2011

SUBJECT: Surplus Equipment

Background:

The ECUA Code, Section 2-16, regarding the disposition of surplus property, requires the concurrence of the Board in order to dispose of such property when the estimated value is \$1,000 or more.

The ECUA has recently upgraded our telephone system and replaced our antiquated Nortel, Inc., system. We have replaced the Nortel system and equipment with a Siemens Black Box Voice over Internet Protocol (VOIP) System.

Issue:

The issue is disposition of the old Nortel telephone system and equipment through a surplus property declaration of the ECUA Board.

Option 1:

Concur with the findings of the Executive Director and authorize disposition of the old Nortel telephone system.

Supporting Data:

We have purchased a replacement telephone system and it is in operation.

Option 2:

Retain old telephone system.

Supporting Data:

This system and the associated equipment are out of service and will continue to deteriorate and lose potential sales value.

ECUA Citizens' Advisory Committee
Page 2
April 20, 2011
Subject: Surplus Equipment

Policy Implications:

None.

Financial Impact:

Sale of the system would provide additional income to ECUA.

Origin:

Staff.

Staff Contact:

Steve Burgess, Deputy Executive Director of Shared Services, 969-3334.

Recommendation:

That the Board concur in the findings of the Executive Director and authorize disposition of the old Nortel telephone system and equipment by public auction or sale to other interested governmental entities as authorized by ECUA Code, Section 2-16, and adopt the appropriate resolution.

Respectfully submitted,



Stephen Sorrell
Executive Director

SES:SAB:sh

Attachment



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Elizabeth S. Campbell
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April 14, 2011

TO WHOM IT MAY CONCERN:

Re: Nortel Option 11 Telephone System, Telephones, & Associated Equipment

ECUA has upgraded its telephone system, and the former system which is known as the Nortel Option 11 Telephone System, Telephones, & Associated Equipment (hereinafter collectively referred to as the "Former Telephone System") no longer serves a useful purpose for ECUA. As a result, I am of the opinion that the Former Telephone System is no longer necessary, useful, or profitable in the operation of the utility systems of the ECUA. I am making this finding in writing pursuant to Section 2-16.A.2 of the ECUA Code because the Former Telephone System is tangible personal property which has a value of \$1,000 or more but not in excess of \$100,000.

In consideration of the best interests of the ECUA as well as the value, age, and condition of the Former Telephone System, I am of the opinion that it should be disposed of either by public auction or sale to other interested governmental entities, in accordance with Section 2-16.B.1 of the ECUA Code.

Sincerely,

Stephen E. Sorrell
Executive Director

**REGIONAL SERVICES MONTHLY REPORT
FEBRUARY 2011**

<u>ACTIVITY</u>	<u># ORDERS WORKED</u>	<u>2010</u>
<u>Customer Services:</u>		
Turned On	1,422	1,496
Turned Off	1,159	1,192
Cut for Non Payment	2,013	2,236
Meter Miscellaneous: stopped meter;broken house line; set meter riser;...	251	324
Flushing		
Routine & Dead End Flushing	376	351
Problem Flushes	<u>35</u>	<u>49</u>
Total	411	400
 <u>Water Maintenance Activity:</u>		
Service Repairs	225	279
Water Main Repairs	20	16
New Services Installed	21	28
Fire Hydrants Installed	2	0
Fire Hydrants Repaired	26	22
Service Renewal	23	13
 <u>Sewer Maintenance Activity:</u>		
New Services Installed	6	2
New Services Located	31	36
Services Repaired	12	11
Sewer Mains Repaired	2	7
Sewer Chokes	60	76
Miscellaneous: GPS manholes; install rain guards smoke/dye test, etc.	51	66
 <u>Line Spotting for Other Utilities:</u>	 696	 687
 <u>Total Orders:</u>	 10,765	 11,385


Ernest Dawson
Regional Services Director

3-3-11
Date
Phone: 969-6667

REGIONAL SERVICES MONTHLY REPORT

MARCH 2011

<u>ACTIVITY</u>	<u>ORDERS WORKED</u>	<u>2010</u>
<u>Customer Services:</u>		
Turned On	1,737	1,539
Turned Off	1,454	1,300
Cut for Non Payment	2,154	2,486
Meter Miscellaneous: Stopped meter;broken house line;set meter riser;...	323	437
Flushing		
Routine & Dead End Flushing	443	440
Problem Flushes	<u>20</u>	<u>32</u>
Total	463	472
 <u>Water Maintenance Activity:</u>		
Service Repairs	324	271
Water Main Repairs	16	16
New Services Installed	20	61
Fire Hydrants Installed	0	0
Fire Hydrants Repaired	12	23
Service Renewal	38	24
 <u>Sewer Maintenance Activity:</u>		
New Services Installed	4	5
New Services Located	32	60
Services Repaired	16	10
Sewer Mains Repaired	12	10
Sewer Chokes	89	95
Miscellaneous: GPS manholes; install rain guards; miscellaneous maint.; smoke/dye test	62	66
 <u>Line Spotting for Other Utilities:</u>	 808	 769
 <u>Total Orders:</u>	 12,711	 12,564


 Ernest Dawson
 Regional Services Director

4-11-11
 Date
 Phone: 969-6667

Emerald Coast Utilities Authority Utility Operations (Water Production)

Monthly report for:
February-11

	Monthly Total Million Gallons	Daily Maximum MGD	Daily Minimum MGD	Daily Average MGD
Total Monthly Production	723.324	28.665	23.377	25.833
Sold To:				
Pensacola Beach	25.265	1.201	0.674	0.902
Saufley Field	2.566	0.151	0.051	0.092
Perdido Key	27.194	1.067	0.886	0.971

Larry H. McCurley

Larry H. McCurley
Water & SCADA Operations Manager
FDEP License # A0004926

Emerald Coast Utilities Authority Utility Operations (Water Production)

Monthly report for:
March-11

	Monthly Total Million Gallons	Daily Maximum MGD	Daily Minimum MGD	Daily Average MGD
Total Monthly Production	947.177	39.036	23.731	30.554
Sold To:				
Pensacola Beach	37.975	1.523	0.890	1.225
Saufley Field	2.888	0.166	0.048	0.093
Perdido Key	35.437	1.337	0.857	1.143

15

Larry H. McCurley
Larry H. McCurley

Water & SCADA Operations Manager
FDEP License # A0004926

J(4)



Emerald Coast Utilities Authority

Water Reclamation

Monthly Report for Oct-10

Wastewater Treated

Wastewater Facility	Permitted Flow (MGD)	Oct-10 Flow (MGD)	Oct-09 Flow (MGD)	% Change Last Year	3 Month Avg. Flow (MGD)	3 Month Avg.		12 Month Avg.	
						% of Permitted Capacity	% of Permitted Capacity	Flow (MGD)	% of Permitted Capacity
Main Street WWTP	20	11.74	16.40	-28.41%	14.54	72.72%	16.06	80.29%	
Bayou Marcus WRF	8.2	5.36	6.40	-16.24%	6.09	74.28%	6.34	77.31%	
Pensacola Beach WWTP	2.4	0.77	1.01	-24.41%	0.92	38.43%	0.88	36.78%	
Central WRF	22.5	2.49	0.00	NA	0.83*	3.69%	0.21*	0.92%	
Totals	53.1	20.351	23.808	-14.52%	22.38666667	42.16%	23.49	44.23%	

* Average to date

Sludge Hauled from Plants

Source	Dry Tons	Dry Tons Processed This Year
Bayou Marcus WRF	148.45	148.45
Pensacola Beach WWTP	17.46	17.46
Totals	165.91	165.91

Dry Product Produced

Dry Product Produced this Month	Dry Tons
Dry Product Produced This Year	0
Dry Product Sold This Year	0

Dry Product Sold

Buyer	Dry Tons	Rate per ton	Income
Zachary	0.00	5.25	0

Monthly Totals

Wastewater Treated	20.351
Sludge Received	165.91
Dry Product Produced	0.00
Income	0

Donald C. Palmer, P.E.
 Water Reclamation Director



Emerald Coast Utilities Authority

Water Reclamation

Monthly Report for Nov-10

Wastewater Treated

Wastewater Facility	Permitted Flow (MGD)	Nov-10 Flow (MGD)	Nov-09 Flow (MGD)	% Change Last Year	3 Month Avg. Flow (MGD)	3 Month Avg.		12 Month Avg.	
						% of Permitted Capacity	% of Permitted Capacity	Flow (MGD)	% of Permitted Capacity
Main Street WWTP	20	6.67	16.11	-58.60%	11.18	55.88%	15.27	76.36%	
Bayou Marcus WRF	8.2	5.97	6.40	-6.75%	5.83	71.09%	6.30	76.87%	
Pensacola Beach WWTP	2.4	0.76	0.85	-10.51%	0.83	34.64%	0.88	36.47%	
Central WRF	22.5	8.51	0.00	NA	3.67*	16.29%	0.92*	4.07%	
Totals	53.1	21.899	23.354	-6.23%	21.502	40.49%	23.37	44.01%	

* Average to date

Sludge Hauled from Plants

Source	Dry Tons This Year	Dry Tons Processed This Year
Bayou Marcus WRF	212.71	361.16
Pensacola Beach WWTP	6.03	23.49
Totals	218.74	384.65

Dry Product Produced

Dry Product Produced this Month	Dry Tons
Dry Product Produced This Year	0
Dry Product Sold This Year	0

Dry Product Sold

Buyer	Dry Tons	Rate per ton	Income
Zachary	0.00	5.25	0

Monthly Totals

Wastewater Treated	21.899
Sludge Received	384.65
Dry Product Produced	0.00
Income	0

Donald C. Palmer, P.E.
Water Reclamation Director



Emerald Coast Utilities Authority

Water Reclamation

Monthly Report for Dec-10

Wastewater Treated

Wastewater Facility	Permitted Flow (MGD)	Dec-10 Flow (MGD)	Dec-09 Flow (MGD)	% Change Last Year	3 Month Avg.		12 Month Avg.	
					Flow (MGD)	% of Permitted Capacity	Flow (MGD)	% of Permitted Capacity
Main Street WWTP	20	5.79	17.69	-67.27%	8.07	40.33%	14.28	71.40%
Bayou Marcus WRF	8.2	5.36	7.20	-25.49%	5.56	67.83%	6.15	75.01%
Pensacola Beach WWTP	2.4	0.63	0.80	-21.75%	0.72	29.85%	0.86	35.87%
Central WRF	22.5	8.73	0.00	NA	6.58	29.22%	1.64*	7.31%
Totals	53.1	20.51	25.689	-20.16%	20.92	39.40%	22.94	43.19%

* Average to date

Sludge Hauled from Plants

Source	Dry Tons	Dry Tons Processed This Year
Bayou Marcus WRF	182.23	543.39
Pensacola Beach WWTP	0.00	23.49
Totals	182.23	566.88

Dry Product Produced

	Dry Tons
Dry Product Produced this Month	0.00
Dry Product Produced This Year	0
Dry Product Sold This Year	0

Dry Product Sold

Buyer	Dry Tons	Rate per ton	Income
Zachary	0.00	5.25	0

Monthly Totals

Wastewater Treated	20.51
Sludge Received	566.88
Dry Product Produced	0.00
Income	0

Donald C. Palmer, P.E.
Water Reclamation Director