

Tampa Bay Water
December 16, 2013 Minutes

The Board of Directors of Tampa Bay Water met in their offices, 2575 Enterprise Road, Clearwater, Florida 33763.

BOARD MEMBERS PRESENT:

Present: Chairman – Susan Latvala, Pinellas County
Vice Chairman – Commissioner Ted Schrader, Pasco County
Mayor Robert Consalvo, City of New Port Richey
Councilman Charlie Miranda, City of Tampa
Commissioner John Morroni, Pinellas County
Commissioner Sandra Murman, Hillsborough County
Council Member Kail Nurse, City of St. Petersburg
Commissioner Ken Hagan, Hillsborough County

Absent: Commissioner Kathryn Starkey, Pasco County

Staff: Matt Jordan, General Manager

Presenters: Ivana Blankenship
Amanda Rice
Alison Adams

General

Counsel: Barrie Buenaventura, General Counsel

A list of others present who signed the attendance roster was filed in the permanent files of Tampa Bay Water. Staff and Consultants presenting to the Board are listed above.

Chairman Latvala called the meeting to order at 9:00 a.m.

PUBLIC COMMENT

Commissioner Latvala opened the meeting to the public for comment. The following speaker(s) made public comment to the Board of Directors:

Mark Klutho

Public comment was duly recorded and is filed in the permanent files of Tampa Bay Water.

Chair Latvala welcomed Commissioner Ken Hagan to the Tampa Bay Water Board of Directors. She also mentioned that Commissioner Kathryn Starkey from Pasco County is also joining the Board.

CONSENT AGENDA

A. GENERAL MANAGER

1. Board Minutes for October 21, 2013 Board Meeting – *Approve*
2. Public Affairs
 - a. Legislative Priorities for 2014 Session - *Approve*
 - b. Regional Demand Management and Member Government Water Conservation Activities – *Status Report*

B. GENERAL COUNSEL

1. Special Counsel Services Contracts
 - a. Special Counsel Contract with Dean, Mead, Egerton, Bloodworth, Capouano & Bozarth, P.A. – *Approve*
 - b. Amendments to Special Counsel Contracts – *Approve*

C. WATER PRODUCTION

1. Water Use Efficiency Program
 - a. Implementation of Resolution 2013-006 - *Status Report*
 - b. Water Use Efficiency Program - Long Term Demand Forecasting Model Redevelopment – *Status Report*
2. Energy Management Program – *Status Report*
3. Chemical Supply Services – Contract Renewal by Option Year / Amendment
 - a. Aqueous Ammonia Supply Services Contract No. 2011-023 with Airgas Specialty Products – Option Year 3 (Final) - *Approve*
 - b. Quicklime Supply Services Contract No. 2011-024 with Carmeuse Lime & Stone, Inc. – Option Year 3 (Final) - *Approve*
 - c. Sodium Hypochlorite Supply Services Contract No. 2011-026 with Odyssey Manufacturing Company - Option Year 3 (Final) - *Approve*
 - d. Diatomaceous Earth Supply Services Contract No. 2011-029 with Umvar USA. – Option Year 3 (Final) - *Approve*
 - e. Sodium Bisulfite Supply Services Contract No. 2013-022 with Southern Ionics, Inc. – Option Year 1 - *Approve*
 - f. Sodium Hydroxide Supply Services – Contract No. 2012-021 with Allied Universal Corporation - Option Year 2 - *Approve*
 - g. Sodium Chlorite Supply Services – Contract No. 2012-024 with International Dioxide, Inc. - Option Year 2 - *Approve*
 - h. Coagulation Aid Polymer Supply Services Contract No. 2012-022 with Polydyne, Inc. - Option Year 2 - *Approve*
 - i. Residual Dewatering Polymer Supply Services Contract No. 2012-023 with Polydyne, Inc. - Option Year 2 - *Approve*
 - j. Sulfuric Acid Supply Services Contract No. 2012-013 with Sulphuric Acid Trading Company, Inc. – Amendment 2 and Option Year 2 - *Approve*
 - k. Calcium Hydroxide Supply Services Contract No. 2012-016 with Chemical Lime Company of Alabama, LLC. - Option Year 2 - *Approve*
 - l. Liquid Oxygen Supply Services – Contract No. 2013-013 with Matheson Tri-Gas, Inc. (Primary Contract) and Contract 2013-014 with Air Liquide Industrial US LP (Secondary Contract) - Option Year 1 - *Approve*

- m. Carbon Dioxide Supply Services – Contract No. 2013-015 with Air Liquide Industrial US LP – Option Year 1- *Approve*
- 4. Chemical Supply Services – Award
 - a. Brandon Urban Dispersed Well-7 (BUD-7) Chemical Supply Services – Award Contract No. 2014-021 to the lowest, responsive, responsible bidder – The Dumont Company, Inc. - *Approve*
 - b. Ferric Chloride Supply Services Award Contract No. 2014-022 to the lowest, responsive, responsible bidder – PVS Technologies, Inc. - *Approve*
 - c. Ferric Sulfate Supply Services Award Contract No. 2014-032 to the lowest, responsive, responsible bidder – Kemira Water Solutions, Inc. - *Approve*
- 5. As-Needed Surveying Services Agreement – Surveying Requirements at Starkey Wellfield – Task Assignment under Contract No. 2009-092 with Florida Design Consultants, Inc. - *Approve*
- 6. Hydrogen Sulfide Treatment Facility Maintenance – Award Contract No. 2014-029 to the lowest, responsive, responsible bidder, Veolia Water North America – South, LLC - *Approve*
- 7. Information Technology Professional Services – Award Contract 2014-025 to EPIC Engineering & Consulting Group, LLC - *Approve*
- 8. Computerized Maintenance Management System – Purchase of Maximo Software – *Approve*
- 9. As-Needed Mechanical and Metal Fabrication Contractor – Award Contracts 2014-027 and 2014-028 to the two lowest, responsive, responsible bidders – *Approve*
- 10. Cypress Bridge/BUD-7 VFD Replacement, Project No. 50006 (Contract 2013-007) – Project Closeout - *Approve*
- 11. Eldridge-Wilde Wellfield Fiber-Optic Communications Project – Award Construction Contract No.: 2014-015 to the lowest, responsive, responsible bidder, CI Integrated Solutions- *Approve*

D. REGULATORY COMPLIANCE

- 1. Water Quality Update – *Status Report*
- 2. Production Update and Hydrologic Conditions Report for October 2013 and November 2013 and the past 12-Month Period (December 1, 2012 through November 30, 2013) – *Status Report*

E. FINANCE

- 1. As-Needed Comprehensive Emergency Management Plan and Safety Program Services – Contracts -Award Contract 2014-031 to the lowest, responsive, responsible bidder, in an amount Not to Exceed \$229,275.00 – *Approve*
- 2. Janitorial Services Contract No. 2012-001 with S and C Janitorial, Inc. – Amendment 2 - *Approve*
- 3. Budget Transfer Fiscal Year 2014 – Environmental Monitoring Equipment – *Approve*
- 4. General Manager’s Travel Quarterly Report - *Approve*

Chair Susan Latvala announced the Consent Agenda and inquired if any agenda items should be pulled for discussion. No items were pulled.

Motion: Commissioner Ted Schrader moved for approval of the Consent Agenda. Councilman Charlie Miranda seconded the motion

Vote: The motion carried by a vote of 8-0.

REGULAR AGENDA

F. GENERAL MANAGER

F1. Long-Term Master Water Plan 2013 Update– *Approve*

Ivana Blankenship presented an update on the Long-Term Master Water Plan 2013. She stated that the plan has been completed, the seven projects from the 2008 plan will move forward for additional study and a reliability analysis of the regional system has been added. Additionally, in response to a question from Councilman Nurse at the October meeting, the city of Oldsmar has been contacted and the O&M cost for their newly constructed RO plant will be available in January.

A copy of the full presentation can be found in the agency Records Department.

There were no comments.

Motion: Commissioner Schrader moved for approval of the Final 2013 Long-Term Master Water Plan. Councilman Miranda seconded the motion.

Vote: The motion carried by a vote of 8-0

F2. Source Water Protection Mini Grant Program Update – *Presentation*

Ivana Blankenship gave an overview of the Source Water Protection Mini Grant Program. Each year the agency offers between \$500 and \$5,000 to non-profit groups, schools, universities and community groups for projects that relate to source water protection with the service area.

A copy of the full presentation can be found in the agency Records Department.

Chair Latvala asked if this was the first year that the agency has done social media. Ms. Blankenship answered that this was the first year. Chair Latvala asked if that may be why there were so many more program applications. Ms. Blankenship answered yes.

No Board action was requested on this item.

G. GENERAL COUNSEL

No items were presented for discussion to the Board under this item.

H. WATER PRODUCTION

H1. Regional Reservoir Construction Update – *Presentation*

Amanda Rice presented an update on the Reservoir Renovation construction.

A copy of the full presentation can be found in the agency Records Department.

Chair Latvala asked if the Gabion basket and drainage system was what we were lacking before. Ms. Rice responded yes. Chair Latvala stated that it was a good report.

Council Member Nuise asked when the installation of soil cement would be going to the day shifts as well. Ms. Rice responded that it has not yet started but with the cooler weather here it will be starting soon.

Commissioner Schrader asked when the Board tour would be scheduled. Mr. Jordan responded that the tour would be scheduled for late January or early February.

No Board action was requested on this item.

H2. Regional Water Supplies and Member Demands

Alison Adams presented an updated on the Regional Supplies and Member Demands.

A copy of the full presentation can be found in the agency Records Department.

No Board action was requested on this item.

H3. Annual Demand Forecast Evaluation and Long-term Demand Forecast Update

Alison Adams presented an update on the Annual Demand Forecast Evaluation and Long-term Demand Forecast.

A copy of the full presentation can be found in the agency Records Department.

Commissioner Schrader asked what year does demand exceed the capacity that we are currently producing. Dr. Adams responded that could happen around 2025.

Commissioner Schrader also asked when the Tampa Bay Water Board would have to begin implementation projects in order to meet those demands. Dr. Adams responded that probably by 2018.

No Board action was requested on this item.

I. REGULATORY COMPLIANCE

No items were presented for discussion to the Board under this item.

J. FINANCE

No items were presented for discussion to the Board under this item.

K. CONSENT DISCUSSION, OLD BUSINESS AND OTHER ADMINISTRATIVE MATTERS

K1. Election of Officers for 2014 – *Approve*

Mr. Jordan informed the Board that it was time to elect a Chair and Vice-Chair for a one-year term of office. He explained that Commissioner Latvala has served as chair for one year and Commissioner Schrader has served as Vice-Chair for one year.

Motion: Commissioner Murman moved to re-elect Commissioner Latvala as Chair and Commissioner Schrader as Vice-Chair. Councilman Miranda seconded the motion.

Vote: The motion carried by a vote of 8-0.

K2. Creation of Executive Committee of the Board of Directors – *Approve*

Chair Latvala presented the creation of the Executive Committee of the Board of Directors.

Commissioner Murman likes the concept but would like to see each government represented on committee.

Chair Latvala commented that the Chair and Vice-Chair are usually from different counties.

Councilman Miranda made a motion that Sandy Murman be on the committee.

Councilmember Nurse stated he would be willing to be on the committee.

Motion: Chair Latvala moved for the establishment of an Executive Committee. Mayor Consalvo seconded the motion.

Vote: The motion carried by a vote of 8-0.

Councilman Miranda asked what would happen in a 2-2 vote. Mr. Jordan stated that all recommendations would come back to the Board for a final vote.

Commissioner Schrader said that representatives should be from all 3 counties.

Commissioner Morroni suggested that Councilman Nurse be an alternate.

Mr. Jordan asked if the policy needs to be reapproved. Ms. Buenaventura suggested the board approve the policy with the new recommendations.

Motion: Commissioner Morroni moved to append the Executive Committee to consist of the Chair, Vice Chair, and Commissioner Murman representing Hillsborough County and Council Member Nurse as an alternate. Mayor Consalvo seconded the motion.

Vote: The motion carried by a vote of 8-0.

L. RECEIVE & FILE

1. Human Resources Activity Report
2. Information Technology Activity Report
3. General Counsel Activity Report
 - a. General Counsel Activity Report for October & November 2013
 - b. Legal Services Budget Report for October & November 2013
 - c. Final Legal Services Budget Report for FY 2013
4. Public Affairs Activity Report for October & November 2013
5. Finance Activity Report:
 - a. Finance Activity Report for October & November 2013
 - b. Comprehensive Check List with delegated Check Approval for September & October 2013
 - c. Investment Schedule as of September & October 2013
 - d. Financial Statements and Fund Analysis for September & October 2013
 - e. Disposition of Fixed Assets through October 2013
 - f. Vendor Status Report for September & October 2013
 - g. Quarterly Budget Report on Transfers & Amendment Fourth Quarter Fiscal Year 2013
6. Water Production Activity Report
7. Regulatory Compliance Activity Report for October and November 2013

Motion: Commissioner Sandra Murman moved for approval of Receive & File. Councilman Charlie Miranda seconded the motion.

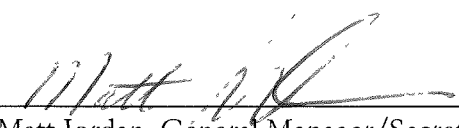
Vote: The motion carried by a vote of 8-0.

Vice Chair Schrader announced that a rebate check was received for Tampa Bay Water from Withlacoochee River Electric in the amount of \$87,722.97.

Mr. Jordan recognized Chuck Carden for receiving the George Warren Fuller Award at the recent Annual American Water Works Association Conference in Orlando.

Adjournment:

The Board adjourned at 10:15 a.m.

Attest: 
Matt Jordan, General Manager/Secretary

Date: 2/17/14