



Tampa Bay Water
August 18, 2014 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 Rob Marlowe, City of New Port Richey
Councilman Charlie Miranda, City of Tampa
Commissioner John Morroni, Pinellas County
Commissioner Sandra Murman, Hillsborough County
Council Member Karl Nurse, City of St. Petersburg
Commissioner Kathryn Starkey, Pasco County

Absent: Commissioner Ken Hagan, Hillsborough County

Staff: Matt Jordan, General Manager

Presenters: Chuck Carden, Chief Operating Officer
Alison Adams, Chief Technical Officer
Christine Owen, Regulatory Compliance Senior Manager

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 9:03 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:

Joel Tew
Mark Klutho

A handwritten signature in cursive script, likely belonging to a board member or official, is located in the bottom right corner of the page.

Christopher Comstock

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

CONSENT AGENDA

A. GENERAL MANAGER

1. Board Minutes for June 16, 2014 Board Meeting – *Approve*
2. Board Meeting Schedule for 2015 - *Approve*
3. Public Affairs
 - a. Federal grants, initiatives, and legislation - *Status Report*

B. GENERAL COUNSEL

1. Amendments to Tampa Bay Water Rules – *Status Report*
2. Special Counsel Current Assignments and Purchase Orders – *Approve*

C. WATER PRODUCTION

1. Energy Management Program – *Status Report*
2. As-Needed Professional Surveying Services Agreement – Consulting Services Selection – Five-year Contracts with 6 Top-ranked Consultants each in the amount of \$300,000- *Approve*
3. Section 21 Wellfield Electrical Components Powerline Demolition - Project No. 07530 – Award Construction Contract No. 2014-060 to the lowest, responsive, responsible bidder, Lavandera Electrical Company – *Approve*
4. Cross Bar Ranch Wellfield Pumps Replacement – Project No. 07152– Award Construction Contract No. 2014-046 to the lowest, responsive, responsible bidder, Florida Design Drilling Corp – *Approve*
5. As-Needed Electrical Contractors – Award Contracts 2014-052 and 2014-053 to the two top ranked qualified contractors- *Approve*
6. As-Needed General Contractors – Award Contracts 2014-047 through 2014-051 to the five top ranked qualified contractors- *Approve*
7. Janitorial Services - Contract No. 2012-001 Exercise Option Year Three (Final) – *Approve*
8. Vehicle Fleet Replacement Program - Fiscal Year 2014 Purchase and Disposal Changes – *Approve*
9. HVAC Maintenance Services – Award Contract No. 2015-013 to the lowest, responsive, responsible bidder, Climate Control – *Approve*
10. Cypress Creek Transmission Main Parcels Adjacent to SR 54 - *Approve*

D. SCIENCE AND TECHNOLOGY

1. Water Use Efficiency Program - Long Term Demand Forecasting Model Redevelopment – *Status Report*
2. Water Use Efficiency Program – Implementation of Resolution 2013-006 – *Status Report*
3. Water Quality Update – *Status Report*
4. Regional Water Supplies and Member Demands – *Status Report*
5. Regional Demand Management and Member Government Water Conservation Activities – *Status Report*
6. Production Update and Hydrologic Conditions Report for June and July 2014 and the past 12-Month Period (August 1, 2013 through July 31, 2014) – *Status Report*
7. Florida Friendly Landscaping Program- One-year Funding Agreements with Pasco, Pinellas, and Hillsborough Counties in the amount of \$404,500- *Approve*
8. Professional Services Agreement – Environmental Monitoring and Assessment Services at the Cypress Creek Wellfield – Contract No. 2015-007 with RS&H, Inc. in the amount of \$524,378 – *Approve*
9. Professional Services Agreement – Environmental Monitoring and Assessment Services at the Morris Bridge Wellfield – Contract No. 2015-008 with Flatwoods Consulting Group, Inc. in the amount of \$324,400 – *Approve*
10. Professional Services Agreement – Environmental Monitoring and Assessment Services at the Starkey and North Pasco Wellfields – Contract No. 2015-010 with Greenman-Pedersen, Inc. in the amount of \$337,790.33 – *Approve*
11. Professional Services Agreement – Environmental Monitoring and Assessment Services at the Northwest Hillsborough, Cosme-Odessa, Eldridge-Wilde, Section 21 and South Pasco Wellfields – Contract No. 2015-009 with Water & Air Research, Inc. in the amount of \$559,528.79 – *Approve*
12. Well Plugging and Abandonment – Award Construction Contract No. 2014-057 to the lowest, responsive, responsible bidder, A.C. Schultes of Florida, Inc. in the amount of \$158,508 – *Approve*
13. Data Logger Purchase from Locher Environmental, Inc. for an amount not to exceed \$155,000 – *Approve*

E. FINANCE

1. Intra-agency Courier Services Option Year 1 Renewal to Contract 2014-014 with FCX, LLC - *Approve*
2. Tampa Bay Water Insurance Program – Delegation of authority for selection of Fiscal Year 2015 Insurance Program – *Approve*
3. General Manager's Quarterly Travel Report – *Approve*
4. Year-end Reporting of Rate Stabilization Account and Fund Transfers for Encumbered and Unencumbered Funds – *Approve*
5. Management and Performance Audit Schedule for Implementing the Recommendations – *Status Report*
6. Management & Performance Audit – Release of Request for Proposals (RFP) and Confirmation of Board's Audit Objectives - *Approve*

Chair Susan Latvala announced the Consent Agenda and inquired if any agenda items should be pulled for discussion. Matt Jordan, General Manager, asked that Items A2, C4 and C10 be pulled for discussion.

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 7-0. (Commissioner Kathryn Starkey was not in attendance for the vote.)

Agenda Item A2

The General Manager recommended moving the December 21, 2015 board meeting to December 14, 2015 due to the holiday.

Motion: Commissioner John Morroni moved for approval of changing the December 21, 2015 board meeting to December 14, 2015. Commissioner Sandra Murman seconded the motion.

Vote: The motion carried by a vote of 7-0. (Commissioner Kathryn Starkey was not in attendance for the vote.)

Agenda Item C4

Matt Jordan, General Manager, announced that Agenda Item C4 was inadvertently placed on the Consent Agenda and should have been placed on the Regular Agenda due to the amount for approval.

Motion: Commissioner Ted Schrader moved for approval of Agenda Item C4. Councilman Charlie Miranda seconded the motion.

Vote: The motion carried by a vote of 7-0. (Commissioner Kathryn Starkey was not in attendance for the vote.)

Agenda Item C10

Barrie Buenaventura, General Counsel, recommended that the agenda item is appropriate and in the best interest of Tampa Bay Water.

Commissioner Schrader thanked staff for working with the developer and commented on the good relationship between the developer and Pasco County schools.

Commissioner Starkey removed herself from voting due to conflict of interest (Form 8B attached).

Motion: Commissioner Ted Schrader moved for approval of Agenda Item C10. Councilman Charlie Miranda seconded the motion.

Vote: The motion carried by a vote of 6-0. (Commissioner Kathryn Starkey removed herself from this item due to conflict of interest. Form 8B is attached.)

Chair Latvala mentioned that the pulled consent items will be moved to the end of the consent agenda for discussion.

REGULAR AGENDA

F. GENERAL MANAGER

1. Executive Committee Report and Minutes – July 21, 2014

Matt Jordan gave an update on the Executive Committee meeting which was held on July 14, 2014 in the Tampa Bay Water offices. He gave a brief description of each item.

A copy of the full report can be found in the agency's Records Department.

Commissioner Murman asked for clarification from Alison Adams, Chief Technical Officer, on the reclassification effort for the Tampa Bypass Canal and the Alafia River. Dr. Adams responded that this has been ongoing for a number of years and a petition has been filed with DEP to reclassify the two bodies of water to Class 1 which is drinking water.

G. GENERAL COUNSEL

No items were presented to the Board.

H. WATER PRODUCTION

1. Regional Reservoir Update – *Presentation*

Chuck Carden, Chief Operating Officer, gave an update on the C.W. Bill Young Regional Reservoir and announced that filling to the halfway point, or 7.5 billion gallons, began on July 25, 2014. Construction is ongoing and is scheduled to be completed by the end of 2014.

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

There were no comments from the Board members.

I. SCIENCE AND TECHNOLOGY

1. Professional Services for the Long-Term Master Water Plan Feasibility Study and 2018 Long-Term Master Water Plan Update, Contract No: 2015-011 with Hazen and Sawyer, P.C. in the amount of \$3,580,000 - *Approve and Presentation*

Alison Adams, Chief Technical Officer, gave a presentation on professional services for the Long-Term Master Water Plan Feasibility Study and 2018 Long-Term Master Water Plan Update and recommended that the Board approve Contract No: 2015-011 with Hazen and Sawyer, P.C.

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

Council Member Nurse made a suggestion to investigate landscaping practices compared to other choices and add that to the scope.

Chair Latvala commented that each board member will have to work back in their local jurisdictions to encourage conservation.

Commissioner Murman requested that staff formally invite representatives from each member government to participate in Tampa Bay Water's planning process.

Councilman Miranda commented that reclaimed or indirect water use should be looked as a potable water supply.

Commissioner Schrader requested that staff focus on educating SWFWMD Governing Board members regarding the need for continued funding of water supply or conservation projects in the Tampa Bay region; educating local legislative leaders; adding reclaimed water use needs to the mix, include in the Hazen and Sawyer scope to evaluate the availability of reclaimed water now and in the future within the region to address Councilman Miranda's request and also for lawn irrigation use.

Commissioner Starkey commented that using newest technology in water conservation should be included in the evaluation.

Chair Latvala commented that the Board has no authority over reuse water or reclaimed water. It belongs to the local governments. So this is going to require great partnerships with not only the member governments, but the other cities and counties that have their own systems.

Motion by Councilman Nurse – Add the feasibility of using reclaimed water for both indirect potable reuse and active conservation into the Long-term Master Water Plan scope of services. **Amended by Councilman Miranda** to limit which of the current 7 feasibility projects are evaluated further or just put back on the shelf. **Councilman Miranda's amendment** specifically requested a comprehensive plan presented to the Board's executive committee to determine which of the 7 projects to study further along with reclaimed water use.

The Board approved adding into the Long-term Master Water Plan scope of services for Hazen and Sawyer, that a "serious look at reclaimed reuse be included in the Study".

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

Chair Latvala asked the board to approve the contract as amended.

Motion: Commissioner Ted Schrader moved for approval of Contract 2015-011 with Hazen and Sawyer, P.C., as amended. Commissioner John Morroni seconded the motion.

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

2. Surface Water Quality Challenges and Treatments – *Presentation*

Christine Owen, Regulatory Compliance Senior Manager, gave a presentation on water quality challenges and treatments related to blue green algae blooms.

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

Council Member Nurse asked if the solution is to reduce the amount of nitrogen and phosphorus in the water. Ms. Owen answered that is correct.

Chair Latvala commented that Pinellas County was the first county to pass an ordinance banning the sale of fertilizer with phosphorus and nitrogen during the rainy season and many counties have since done the same.

Commissioner Murman asked if algae blooms have been noticed in the canals. Ms. Owen answered that this agency does not monitor the salt water canals because they are not part of our raw water system and those types of algae are different species of algae.

Commissioner Murman asked if they are the same species and Ms. Owen responded that they are different species.

J. FINANCE

No items were presented to the Board.

K. CONSENT DISCUSSION, OLD BUSINESS AND OTHER ADMINISTRATIVE MATTERS

There were no items listed for discussion.

L. RECEIVE & FILE

1. Human Resources Activity Report for June and July 2014
2. General Counsel Activity Report
 - a. Legal Services Activity Report for June and July 2014
 - b. Legal Services Budget Report for June and July 2014
3. Public Affairs Activity Report for June and July 2014
4. Finance Activity Report:
 - a. Finance and Administration Activity Report for June and July 2014
 - b. Comprehensive Check List with delegated Check Approval for May and June 2014
 - c. Investment Schedule for May and June 2014
 - d. Financial Statements and Fund Analysis for May and June 2014
 - e. Disposition of Assets through June 2014
 - f. Vendor Status Report through June 2014
 - g. Quarterly Budget Report on Transfers & Amendment through June 2014

5. Water Production Activity Report for June and July 2014
6. Science and Technology Activity Report for June and July 2014

Motion: Councilman Miranda moved for approval of Receive & File. Commissioner Ted Schrader seconded the motion.

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

Adjournment:

The Board adjourned at 10:17 a.m.

Attest: _____


Matt Jordan, General Manager/Secretary

Date: _____

10/20/14