



Tampa Bay Water
February 16, 2015 Minutes

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

BOARD MEMBERS PRESENT:

Present: Vice Chairman – Commissioner Ted Schrader, Pasco County
Mayor Rob Marlowe, City of New Port Richey
Commissioner Dave Eggers, Pinellas County
Commissioner Jack Mariano, Pasco County
Commissioner Sandra Murman, Hillsborough County
Council Member Karl Nurse, City of St. Petersburg
Commissioner Kenneth Welch, Pinellas County
Commissioner Ken Hagan, Hillsborough County
Councilman Charlie Miranda

Absent: Commissioner John Morroni

Staff: Matt Jordan, General Manager

Presenters: Chuck Carden, Chief Operating Officer
Alison Adams, Chief Technical Officer
Michelle Biddle, Chief Communications Officer
Christina Sackett, Chief Financial Officer
Peter M. Dunbar, Legislative Counsel
Dave Bracciano, Demand Management Coordinator
John DeSanto, Ernst & Young

**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.

Vice Chairman Schrader called the meeting to order at 9:30 a.m.

PUBLIC COMMENT

Commissioner Schrader 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.

Commissioner Schrader recognized and welcomed Commissioner Eggers who was serving as alternate for Commissioner Morroni.

CONSENT AGENDA

A. GENERAL MANAGER

1. Board Minutes for December 15, 2014 Board Meeting – *Approve*
2. Public Affairs
 - a. Crossbar Ranch Environmental Education Program Funding - *Approve*

B. GENERAL COUNSEL

1. Second Amendment to Special Counsel Contract with Fowler White Boggs, P.A. – *Approve*

C. WATER PRODUCTION

1. Energy Management Program – *Status Report*
2. Cypress Creek Wellfield Surface Water Improvements Project No. 09104 – Award Assignment under Pre-Qualified Contract No.: 2014-049 to the lowest, responsive responsible proposer, QRC, Inc. – *Approve*
3. Cypress Creek WTP Yard Pipe Project No. 07538 – Award Assignment under As-Needed Professional Services Contract No. 2014-008 to Greeley and Hansen, LLC. - *Approve*
4. Real Property Disposition, Mid-Pinellas Property, Parcel No.'s 2601.01.01, .02, .03 & .04 - *Approve*
5. Real Property Disposition - Eastshore Commerce Park-Regional Facilities Site, Purchase and Sale Agreement with Trademark Nitrogen Corp.– *Approve*
6. Cypress Creek Water Treatment Plant (WTP) Chemical Feed Systems Rehabilitation Project No. 50004 (Contract No. 2013-011) – Project Closeout – *Approve*
7. Ground Storage Tanks Modification & Coatings for High Service Pump Station, Repump and Morris Bridge Water Treatment Plant, Goods & Services Contract No.: 2014-037 – Project Closeout - *Approve*

8. Tampa Bay Water Security Guard Service – Award assignment of Guard Services Contract under State Contract Pricing to AlliedBarton Security Services LLC – *Approve*
9. South Pasco Transmission Main – Condition Assessment Services with Pure Technologies U.S. Inc. - *Approve*

D. SCIENCE AND TECHNOLOGY

1. Water Quality Update – *Status Report*
2. Production Update and Hydrologic Conditions Report for December 2014 and January 2015 and the past 12-Month Period (February 1, 2014 through January 31, 2015) – *Status Report*
3. Long-term Demand Forecasting Model Redevelopment – *Status Report*
4. Regional Demand Management and Member Government Water Conservation Activities – *Status Report*
5. Regional Water Supplies and Demands – *Status Report*
6. Long-term Master Water Plan Update and Feasibility Program – *Status Report*

E. FINANCE

1. First Amendment for Contract No. 2014-021 for Brandon Urban Dispersed Well-7 (BUD-7) Chemical Supply Services with The Dumont Company, Inc. to Change Company Name – *Approve*
2. First Amendments for Contracts Nos. 2013-031 for As-Needed Ecological Services and 2014-040 As Needed Land Management Services with Entrix, Inc., to change Company Name – *Approve*
3. General Manager's Travel Quarterly Report – *Approve*
4. Additional Rate Stabilization Account Transfers for Encumbered Funds – *Approve*
5. Fees for Independent Annual Financial Statement Audit and As-Needed Services for FY15 - *Approve*

F. CONSENT DISCUSSION

Vice Chair Ted Schrader announced the Consent Agenda and inquired if any agenda items should be pulled for discussion. No items were pulled. Commissioner Welch asked that the December minutes be revised to reflect that he is located in Pinellas County.

Motion: Councilman Nurse moved for approval of the Consent Agenda. Commissioner Murman seconded the motion.

Vote: The motion carried by a vote of 9-0.

REGULAR AGENDA

G. GENERAL MANAGER

Matt Jordan stated that the Executive Committee did not meet in January and therefore has nothing to report.

H. GENERAL COUNSEL

1. 2015 State Legislative Session – *Presentation*

Barrie Buenaventura introduced Peter Dunbar and Martha Edenfield, Legislative Counsel from the firm of Dean Mead. Peter Dunbar provided a briefing of significant water legislation and funding coming before the Florida Legislature during the 2015 Legislative Session.

Council Member Nurse asked about any commitment to provide greater protection for the rivers from pollution coming from septic or agricultural runoff. Mr. Dunbar explained that both bills have a priority dealing with agricultural use of phosphates and nitrates entering surface water and there are mandates for types of fertilizer ordinances that would be applicable and can be used.

Commissioner Murman thanked Mr. Dunbar for his report and asked if there would be funding for local governments to purchase franchise utilities to improve water quality. Mr. Dunbar responded that there are no specifics on this matter yet.

Commissioner Schrader asked Mr. Dunbar if reclaimed water will participate in any way in the funding projects. Mr. Dunbar responded that it is well within the scope of what is possible.

Commissioner Schrader thanked Mr. Dunbar and Ms. Edenfield for attending the meeting.

I. WATER PRODUCTION

Nothing to report.

J. SCIENCE AND TECHNOLOGY

1. Water Conservation Month Proclamation- *Approve*
2. Five Year Conservation Plan Update- *Presentation*

Matt Jordan recognized Dave Bracciano, the agency's demand management coordinator, for the purpose of presenting a proclamation and presentation.

Dave Bracciano explained that annually since the 1990s, the State of Florida adopts April as Water Conservation Month. Tampa Bay Water has adopted the proclamation and provides a link on the website for the member governments to access. Last year, all of the member governments adopted the proclamation. Staff is recommending adoption of the proclamation.

Commissioner Schrader asked if there were any questions or comments.

Motion: Commissioner Murman moved for approval of J1. Councilman Miranda seconded the motion.

Vote: The motion carried by a vote of 9-0.

Mr. Bracciano provided an update on the Five Year Conservation Plan compilation which tracks the member government active potable water conservation programs and estimates potable water offsets.

Council Member Nurse asked if any communities other than Dunedin have implemented an automatic meter system that would notify residents of excess water usage and asked if there are any source of funding to assist with this type of system. Mr. Bracciano responded that currently none of the agency's six member governments are equipped with this type of system. South Florida Water Management District is considering providing funding in south Florida. Council Member Nurse asked the agency to keep the Board updated on this issue.

Commissioner Mariano asked what role Tampa Bay Water has in the toilet retrofit program. Mr. Bracciano explained that the agency plans and coordinates conservation efforts and provides recommendations on program implementation strategies. Commissioner Mariano suggested a policy for the counties and municipalities to require a retrofit program. Mr. Bracciano stated the agency has invited FGUA to the conservation meetings.

Commissioner Schrader asked if there were any more questions or comments. No action necessary.

K. FINANCE

1. Fiscal Year 2013/2014 Financial Statement Presentation
 - a. Reports of Certified Public Accountants and Audited Financial Statements for the year ended September 30, 2014 – *Presentation*
 - b. Year-end Reporting of Account Transfers for Encumbered and Unencumbered Funds – *Receive Report*
2. Refunding Bonds - Series 2015A/B and 2015C
 - a. 2015AB Bond Refundings – *Presentation*
 - b. Supplemental Bond Resolution No. 2015-001 Refunding Series 2008 Revenue Bonds – *Approve*

Matt Jordan recognized Christina Sackett, Chief Financial Officer. Ms. Sackett introduced John DeSanto of Ernst & Young.

John DeSanto provided a presentation on the audit results for Fiscal Year 2014.

Commissioner Schrader asked if there were any questions or comments. No action necessary.

Christina Sackett provided a presentation of the year-end reporting of account transfers for fiscal year 2014.

Commissioner Schrader asked if there were any questions or comments. No action necessary.

Christina Sackett provided a presentation of the 2015AB bond refunding. Commissioner Schrader congratulated Ms. Sackett and her team for their efforts.

Christina Sackett provided a brief presentation on Supplemental Bond Resolution No. 2015-001 Refunding Series 2008 Revenue Bonds.

Motion: Commissioner Murman moved for approval of K2b. Councilman Nurse seconded the motion.

Vote: The motion carried by a vote of 9-0.

L. CONSENT DISCUSSION, OLD BUSINESS AND OTHER ADMINISTRATIVE MATTERS

1. Election of Officers for 2015 - *Approve*
2. Appointment to Board Executive Committee - *Approve*

Commissioner Schrader passed the gavel to General Manager Matt Jordan. Mr. Jordan opened the nominations for the Chair position for the Tampa Bay Water Board. Council Member Nurse nominated Commissioner Schrader as Chair, Commissioner Murman seconded. Mr. Jordan asked if there were any other nominations. Councilman Miranda moved that the nominations be closed. Mr. Jordan asked for a vote.

Vote: The motion carried by a vote of 9-0.

Commissioner Schrader opened the nomination for Vice Chair of Tampa Bay Water.

Motion: Commissioner Murman moved for appointment of Council Member Nurse as Vice Chair. Councilman Miranda seconded the motion.

Vote: The motion carried by a vote of 9-0.

Commissioner Schrader asked for volunteers for the Tampa Bay Water Board Executive Committee. Commissioner Murman and Council Member Nurse volunteered to stay on the committee. Commissioner Schrader said an alternate will be appointed at a later date; if any board members are interested, they should let Commissioner Schrader or General Manager Matt Jordan know.

M. RECEIVE & FILE

1. Human Resources Activity Report for December 2014 and January 2015
2. General Counsel Activity Report
 - a. Legal Services Activity Report for December 2014 and January 2015
 - b. Legal Services Budget Report for December 2014 and January 2015
3. Public Affairs Activity Report for December 2014 and January 2015
4. Finance Activity Report:
 - a. Finance and Administration Activity Report for December 2014 and January 2015
 - b. Comprehensive Check List with delegated Check Approval for November and December 2014
 - c. Investment Schedule for November and December 2014
 - d. Financial Statements and Fund Analysis for November and December 2014


- e. Disposition of Assets through December 2014
- f. Vendor Status Report through June 2014
- g. Quarterly Budget Report on Transfers & Amendment through December 2014
- 5. Water Production Activity Report for December 2014 and January 2015
- 6. Science and Technology Activity Report for December 2014 and January 2015

Motion: Councilman Miranda moved for approval of Receive and File items. Commissioner Mariano seconded the motion.

Vote: The motion carried by a vote of 9-0.

Adjournment:

The Board adjourned at 10:04 a.m.

Attest: 
Matt Jordan, General Manager/Secretary

Date: 4/20/15