



Tampa Bay Water
Regular Meeting
October 16, 2017 Minutes

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

BOARD MEMBERS PRESENT:

Present: Chairman – Councilman Karl Nurse, City of St. Petersburg
Vice Chair - Commissioner Sandra Murman, Hillsborough County
Commissioner Dave Eggers, Pinellas County
Commissioner Pat Gerard, Pinellas County
Commissioner Ken Hagan, Hillsborough County
Commissioner Jack Mariano, Pasco County
Mayor Rob Marlowe, City of New Port Richey
Councilman Charlie Miranda, City of Tampa
Commissioner Ron Oakley, Pasco County

Staff: Matt Jordan, General Manager

Presenters: Peter Dunbar, Legislative Counsel
Chuck Carden, Chief Operating Officer
Ken Herd, Construction and Contracts Senior Manager
Tirusew Asefa, Planning and Decision Supporting Manager
Dave Bracciano, Demand Management Coordinator
Christine Owen, Water Quality Services 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 Karl Nurse called the Regular Meeting to order at 9:30 a.m.

PUBLIC COMMENT

Chairman Nurse opened the regular Board meeting public comment. The following speaker(s) made public comment to the Board of Directors:

Mark Klutho
David Ballard Geddis, Jr.

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

CONSENT AGENDA

A. GENERAL MANAGER

1. Board Minutes for August 21, 2017, Regular Board Meeting – *Approve*
2. Board Meeting Schedule for 2018 – *Approve*
3. Public Affairs
 - a. Communications Plan/Water Quality Campaign Update – *Status Report*
 - b. Professional Services Contracts - As-Needed Design and Creative Services Contracts 2018-016, 2018-018, 2018-019 in the amount of \$50,000 per year, per contract – *Approve*

B. GENERAL COUNSEL

No items were presented to the Board.

C. WATER PRODUCTION

1. Energy Management Program - *Status Report and Approve*
2. Capital Improvement Program – Task Order Authorization - *Approve*
3. Real Property Acquisition- Agreement to Modify Rights Held by Tampa Bay Water for Property Owned by Hillsborough County – *Approve*
4. South Central Hillsborough County Demand Projections and Potential Changes for Point(s) of Delivery- *Status Report*
5. Aqueous Ammonia Supply Services – Amendment No. 1 to Contract 2015-036 with Airgas Specialty Products, Inc. – Add new required standard contract terms and Option Year 3 - *Approve*.
6. Liquid Carbon Dioxide Supply Services – Award Contract No.: 2018-004 to the lowest, responsive responsible bidder, Airgas USA, LLC - *Approve*.
7. Sulfuric Acid Supply Services – Award Contract No.: 2018-006 to the lowest, responsive responsible bidder, Sulfuric Acid Trading Company, Inc. – *Approve*
8. Ferric Chloride Supply Services – Award Contract No.: 2018-007 to the lowest, responsive responsible bidder, PVS Technologies, Inc. - *Approve*
9. Ferric Sulfate Supply Services – Award Contract No.: 2018-009 to the lowest, responsive responsible bidder, Kemira Water Solutions, Inc. - *Approve*
10. Liquid Ammonium Sulfate & Liquid Sodium Hypochlorite Supply Services at Brandon Urban Dispersed Well No. 7 – Award Contract No.: 2018-008 to the lowest, responsive responsible bidder, Hawkins, Inc. – *Approve*
11. Sodium Hypochlorite Supply Services – Contract No. 2015-042 with Odyssey Manufacturing Company – Price Amendment and Option Year 3 - *Approve*

D. SCIENCE AND TECHNOLOGY

1. Hydrologic Conditions Update – *Status Report*
2. Digital Imagery and Remote Sensing Services– First Amendment for Name Change, Contract No. 2016-001 – *Approve*
3. Long Term Demand Forecast Model Redevelopment – *Status Report*
4. Regional Demand Management and Member Government Water Conservation Activities – *Status Report*
5. Long-Term Master Water Plan and Feasibility Studies Update – *Status Report*
6. FY2018 Joint Funding Agreement with the U.S. Geological Survey for Hydrologic Monitoring Services - *Approve*

E. FINANCE

1. Contract Renewals – *Approve*
2. Fiscal Year 2018 Insurance Program – Ratify Insurance Coverage
3. Fiscal Year 2018 Employee Insurance Program – Ratify Insurance Coverage
4. Water Research Foundation Membership – Payment of Annual Dues – *Approve*
5. ESRI Enterprise Advantage Program – SSP No. 2017-517 – *Approve*
6. System Implementation Services and Software Procurement - *Approve*

F. CONSENT DISCUSSION

Chairman Nurse announced the Consent Agenda and asked if any agenda items should be pulled for discussion. Commissioner Murman requested item C.4 be pulled for discussion.

Chairman Nurse asked for a motion to approve the Consent Agenda.

Motion: Commissioner Pat Gerard moved for approval of the Consent Agenda. Commissioner Sandra Murman seconded the motion.

Vote: The motion carried by a vote of 8-0. (Commissioner Jack Mariano was not present during the vote).

REGULAR AGENDA

G. GENERAL MANAGER

1. Executive Committee Report and Minutes – September 18, 2017

Matt Jordan, General Manager, announced that Tampa Bay Water has been awarded the Association of Metropolitan Water Agencies (AMWA) Platinum Award of Excellence. The award recognizes outstanding achievement in implementing attributes of good utility management. Winners will be announced at the AMWA Utility Management Conference and a representative from AMWA will be formally presenting the award to Tampa Bay Water at the December Board meeting. Mr. Jordan provided an update on

the Executive Committee meeting held on September 18, 2017, at the Tampa Bay Water offices. Mr. Jordan reported on an Emergency Order from SWFWMD concerning installing pumps at the Saddlewood subdivision to alleviate flooding issues. The Committee cancelled the November meeting due to the Thanksgiving holiday. Mr. Jordan stated that representatives from the City of Tampa provided a presentation on the City of Tampa's Augmentation Project (TAP). The Committee discussed and recommended that the issue be brought before the Board at the October meeting.

Chairman Nurse stated that the Committee recommended that the board convene a committee of member government and Tampa Bay Water staff to discuss and study how reclaimed water might be used, its benefits, and its financial impact to bond holders and report to Board members. Commissioner Murman moved to approve the recommendation and to include guidelines prepared by Peter Dunbar, Legislative Counsel. Commissioner Eggers moved for an amendment to the motion that Tampa Bay Water serve as a facilitator, be available to answer questions and provide support to the member governments' utility staff. This was seconded by Commissioner Oakley. Commissioner Murman accepted Commissioner Egger's amendment. There was further discussion of the committee's purpose and schedule.

Motion: Commissioner Murman moved to convene a committee of member government utility directors or their designees to discuss and study how reclaimed water might be used as a beneficial water source and the financial impact on the bond holders or member governments of reclaimed water project options. Tampa Bay Water will facilitate the committee meetings and be available for technical expertise. The committee will meet regularly and report to the board every two months and provide recommendations by June 2018. Councilman Miranda seconded the motion.

Vote: The motion carried by a vote of 8-0. (Commissioner Mariano was not present during the vote).

2. 2018 Legislative Program Priorities – *Presentation and Approve*

Peter Dunbar, Legislative Counsel, stated that a legislative initiative from the Florida Department of Environmental Protection could be brought before the Legislature at the upcoming legislative session concerning reuse and reclaimed water. He spoke briefly about Item 4b of the priorities memorandum. There was discussion as to ownership of reclaimed water once it is released into a water body or injected into the ground. Mr. Dunbar stated the goal is when the issue comes before the Legislature to be clarified, that it not be done in a way that would prejudice Tampa Bay Water or the Member Governments.

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

Chairman Nurse asked for a motion to approve of item G2.

Motion: Commissioner Sandra Murman moved for approval of item G2. Commissioner Dave Eggers seconded the motion.

Vote: The motion carried by a vote of 7-1. (Councilman Miranda voted no; Commissioner Mariano was not present during the vote).

H. GENERAL COUNSEL

No items were presented to the Board.

I. WATER PRODUCTION

1. Hurricane Irma Operational Status Efforts – *Presentation*

Chuck Carden, Chief Operating Officer, provided highlights on the agency preparation and response activities relating to Hurricane Irma. Mr. Carden noted the agency utilizes an Incident Command System (ICS) during emergency situations which defines roles and responsibilities for staff and sets in motion preparatory activities of the Logistics, Planning, Finance, and Operations sections. Mr. Carden reviewed the response plan noting that 30 agency employees and three SWFWMD staff were dispatched to facilities in preparation. Commercial power was lost to most operation facilities requiring the use of generators which allowed the agency to continue to supply Member Government demands. Staff coordinated with three commercial power providers to get power restored. Storm challenges included flooding, wellfield communications and downed trees. Mr. Carden stated that the ICS worked well and staff are preparing documentation for FEMA reimbursement.

Chairman Nurse asked if the agency had any downed trees that took down power lines. Mr. Carden states no major power lines were affected. Mayor Marlowe asked what type of fuel is used for the generators. Mr. Carden responded that diesel fuel is used. Mayor Marlowe asked if staff have considered another type of fuel more readily available. Mr. Carden stated that the agency uses different vendors for fuel and using other types of fuels will be discussed at the upcoming after-action meeting. Mr. Jordan thanked Mr. Carden for his leadership before and during the hurricane and he thanked all staff for their efforts.

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

No Board action is required on this item.

2. Construction Update – *Presentation*

Ken Herd, Construction and Contracts Senior Manager, provided an update presentation on agency construction projects. Mr. Herd reviewed projects which were completed and closed out in Fiscal Year 2017 at a cost of \$2.1 million. Next, Mr. Herd provided a brief overview on six current projects which are under various stages of construction. Mr. Herd provided more detailed information on the Cypress Creek Water Treatment Plant yard pipe, High Service Pumps Stations Console Area, Alafia River Pump Station pumps, and the Regional Reservoir Downstream Maintenance Improvements.

Chairman Nurse asked if the six projects were completed under budget. Mr. Herd stated yes and expect to be under budget on the other projects as well.

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

No Board action is required on this item.

J. SCIENCE AND TECHNOLOGY

1. Regional Water Supplies and Member Demands -- Water Year 2017 Year-End Report and Outlook for Water Year 2018 – *Presentation*

Tirusew Asefa, Planning and Decision Support Manager, provided a presentation summarizing the Water Year 2017 supply and demand conditions as well as the outlook for 2018. Dr. Asefa explained the region had a very dry fall, winter and spring season due to La Niña. Tampa Bay Water experienced one of the highest annual demands in a decade (179 mgd). The last time the region experienced close to this high of a demand and this dry of a weather was in 2009. Dr. Asefa provided information on the water demand, regional rainfall, surface water supplies and water shortage triggers noting that the region is still in a Stage I water shortage. The climate outlook projections show warmer and drier conditions for October, November and December. Budgeted Water Year 2018 demand projections show higher demand in October, decreasing through the winter and increasing again in the spring.

Chairman Nurse asked if the region will use more water than budgeted in WY2018. Mr. Asefa responded yes. Commissioner Murman asked if the budget should be re-evaluated and possibly increased. Mr. Jordan stated that the increase in demand was due to the record dry season. The agency has budgeted for the possibility of a similar dry season, however, the agency can look to the rate stabilization account, if needed. Mr. Jordan noted that staff continues to discuss and evaluate changes in the weather and how those changes could effect water supply and demand in the region.

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

No Board action is required on this item.

2. Recommended Conservation Incentive Modifications to Land Development Codes – *Presentation and Approve*

Dave Bracciano, Demand Management Coordinator, provided a presentation recommended Modifications to Member Government Single Family Land Development Codes. At the August 28, 2017 Board meeting, the Board requested that staff provide a report on all Members' land development codes and recommendations to conserve water in new single-family home development. First, Mr. Bracciano provided some background information on the Florida-Friendly Landscape program. Next, Mr. Bracciano provided

recommendations for Member Governments to consider in modifying their single-family landscape and irrigation portion of land development codes.

Commissioner Mariano joined the meeting at 10:15 a.m.

Commissioner Eggers asked if the agency has a breakdown on how each Member Government utilizes its reclaimed water. Mr. Bracciano stated that the agency knows how many accounts there are; however, currently most Member Governments are not metering reclaimed water. Chairman Nurse asked if Mr. Bracciano will be working with Member Governments when code amendments are implemented. Mr. Bracciano replied yes. Commissioner Mariano asked if there is a mapping system for irrigation water lines in homeowners' yards. Mr. Bracciano replied no. The agency is recommending a schematic of the irrigation system be created and stored electronically. Mr. Bracciano asked for approval of the recommendations that are to be provided to Member Governments for consideration and modification of their land development codes.

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

Chairman Nurse asked for a motion to approve of item J2.

Motion: Commissioner Sandra Murman moved for approval of item J2. Commissioner Pat Gerard seconded the motion.

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

3. Water Quality Update – *Presentation*

Christine Owen, Water Quality Services Senior Manager, provided an update presentation on Water Quality and Exhibit D standards. Ms. Owen stated that the agency meets with Member Governments on the topic of water quality during the Water Quality Work Group meetings. The Water Quality Work Group is comprised of water quality, lab and operations staff and meets monthly to discuss water quality issues. During the meetings, the members identify parameters of concern, determine appropriate levels for the parameters of concern, and develop planning level cost estimates for additional treatment to meet goals. During the July and August meetings, Exhibit D was also discussed. Ms. Owen provided a brief explanation of Exhibit D and its performance and noted that all new alternative water sources meet current Exhibit D standards. Ms. Owen reviewed critical water quality parameters and Tampa Bay Water's plan to improve water quality.

Commissioner Murman thanked Ms. Owen for her report and asked when Ms. Owen expects a plan to be presented to the Board addressing the Total Organic Carbon (TOC). Ms. Owen stated the Member Governments and Tampa Bay Water need to determine whether there is a way to manage chloramines differently or go to free chlorine with additional cost. The members of the Water Quality Work Group provide feedback and input as to the appropriate levels; it is a decision of the Board whether to make a treatment change. Commissioner Murman requested Mr. Jordan and Tampa

Bay Water to bring a plan to the Board to address the water quality issue. Commissioner Eggers asked if the Member Government's downstream costs are being factored in when analyzing the process. Ms. Owen responded currently none of the Member Governments do any additional TOC removal at a point of connection or with their blended water. Tampa Bay Water is looking at what it can do to lower the TOC level on the agency's side of the meter to get the TOC to the suggested levels of the Member Governments. The Water Quality Work Group have been discussing asking the Member Governments to look inside their treatment and distribution facilities. Chairman Nurse asked if the plan could reduce the amount of flushing. Ms. Owen responded yes. Mr. Jordan assured Commissioner Murman that Tampa Bay Water is looking at all options in an effort to address the water quality issue and will be bringing a plan to the Board. Commissioner Mariano suggested looking at reducing organics at the start in an effort to reduce the need to flush. Chairman Nurse asked when the agency may bring a plan to the Board. Ms. Owen stated in the February timeframe.

Mr. Jordan stated that Ms. Owen will be leaving Tampa Bay Water. He thanked Ms. Owen for her hard work and dedication to Tampa Bay Water and the region over the last 16 years.

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

No Board action is required on this item.

Chairman Nurse recognized Mr. Jordan. Mr. Jordan further addressed Commissioner Murman's earlier concerns about water demands. Mr. Jordan stated the agency is in good shape and can look to rate stabilization to meet demands, if needed. The agency is working hard to bring the reservoir to capacity. The recent dry season brought Tampa Bay Water's consolidated permit up to the 85 mgd range; however, the agency is working to lower that range. Staff is also working with SWFWMD on a Water Shortage Mitigation Plan to assist during long, dry periods. Mr. Jordan expressed his confidence that Tampa Bay Water will be able to meet the demands of the region through another dry period.

Chairman Nurse recognized Commissioner Murman for discussion on Item C4. Commissioner Murman stated that she just wanted to note that Hillsborough County is experiencing higher demands than anticipated in the agency's models and she appreciates agency staff working to update the projects to reflect Hillsborough County's surge in growth.

Motion: Commissioner Sandra Murman moved for approval of item C4. Commissioner Pat Gerard seconded the motion.

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

Chairman Nurse recognized Commissioner Mariano. Commissioner Mariano noted that the Member Governments made a major investment regionally when creating Tampa Bay Water. Paying down the debt is the responsibility of all the Member Governments. Tampa Bay Water should be the entity leading the study of alternative water sources.

K. FINANCE

No items were presented to the Board.

L. OLD BUSINESS AND OTHER ADMINISTRATIVE MATTERS

There were no items listed for discussion.

M. RECEIVE & FILE

1. Human Resources Activity Report for August and September 2017
2. General Counsel Activity Report
 - a. Legal Services Activity Report for August and September 2017
 - b. Legal Services Budget Report for August and September 2017
3. Public Affairs Activity Report for August and September 2017
4. Finance Activity Report:
 - a. Finance and Administration Activity Report for August and September 2017
 - b. Comprehensive Check List with Delegated Check Approval for July and August 2017
 - c. Investment Schedule through August 2017
 - d. Financial Statements and Fund Analysis for July and August 2017
 - e. Disposition of Assets through August 2017
 - f. Vendor Status Report through August 2017
5. Water Production Activity Report for August and September 2017
6. Science and Technology Activity Report for August and September 2017

Chairman Nurse asked for a motion to approve of Receive & File.

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

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

IV. ADJOURNMENT

The Board adjourned at 11:06 a.m.

Attest: 
Matt Jordan, General Manager/Secretary

Date: 12/18/17