

Tampa Bay Water

Regular Meeting

December 16, 2019 Minutes

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

BOARD MEMBERS PRESENT:

Present: Chair – Commissioner Sandra Murman, Hillsborough County
Vice Chair - Commissioner Dave Eggers, Pinellas County
Mayor Rob Marlowe, City of New Port Richey
Councilman Charlie Miranda, City of Tampa
Commissioner Ron Oakley, Pasco County
Commissioner Kathleen Peters, Pinellas County
Council Member Darden Rice, City of St. Petersburg
Commissioner Mariella Smith, Hillsborough County
Commissioner Kathryn Starkey, Pasco County

Staff: Matt Jordan, General Manager

Presenters: Brandon Moore, Public Communications Manager
Peter Dunbar, Dean Mead
Matthew Blair, Corcoran Partners
Steve Fleischacker, Water Quality Services Senior Manager
Tirusew Asefa, Planning and Decision Support Manager
Jon Kennedy, Engineering 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 Murman opened the Regular Board meeting to public comment. The following speaker(s) made public comment to the Board of Directors:

Mark Klutho
David Geddis

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 October 21, 2019, Regular Board Meeting – *Approve*
2. Public Affairs
 - a. Tampa Bay Water Intelligence Dashboard – *Update*
 - b. Cross Bar Ranch Environmental Education Program Funding – *Approve*

B. GENERAL COUNSEL

No items were presented to the Board.

C. WATER PRODUCTION

1. Energy Management Program – *Status Report*
2. Capital Improvements Program- Task Order Authorization- *Approve*
3. Cypress Bridge Wellfield Improvements, Project No. 50031-Consultant Ranking and Authorization to Negotiate Contract No. 2020-026 with top-ranked firm, Stantec Consulting Services Inc.-*Approve*
4. Sodium Hydroxide Supply Services – Contract No. 2020-024 with Allied Universal Corporation – *Approve*
5. Quicklime Supply Services – Contract No. 2020-036 with Carmeuse Lime & Stone - *Approve*
6. Fuel Supply Services: Gasoline & Diesel, Contract No. 2020-703 with Port Consolidated, Inc. – *Approve*
7. Fleet Management Contract with Enterprise F M Trust – Fiscal Year 2020 Fleet Purchases, Disposals, and Maintenance – *Approve*

D. SCIENCE AND TECHNOLOGY

1. Hydrologic Conditions Update – *Status Report*
2. University of South Florida Research Agreement – Wetland Inundation Potential in the Northern Tampa Bay Area – No-cost First Amendment to Schedule – *Approve*
3. America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment – *Status Report*
4. Demand Management and Member Conservation Update- *Status Report*
5. Regional Water Supplies and Member Demand Update- *Status Report*

E. FINANCE

1. General Manager's Quarterly Travel Report – *Approve*
2. Contract Renewals - *Approve*

F. CONSENT DISCUSSION

Motion: Commissioner Eggers moved to approve the Consent Agenda. Commissioner Oakley seconded the motion.

Chairman Murman asked for a vote on the Consent Agenda.

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

REGULAR AGENDA

G. GENERAL MANAGER

1. Executive Committee Report and Minutes – November 18, 2019

Matt Jordan, General Manager, noted topics covered at the November 18, 2019 Executive Committee Meeting which included the Reclaimed Water Credit Valuation and Water Quality Update. Mr. Jordan provided a brief overview of the Southwest Florida Water Management District Workshop held on December 10, 2019. Mr. Jordan stated staff was tasked with polling Board Members on their availability concerning changing the date for the February meeting. The original date (February 17, 2020) was the only date all Board Members were available.

2. Source Water Protection Mini-Grant Program Update—*Award Grants*

Brandon Moore, Public Communications Manager, provided a presentation on the Source Water Protection Mini-Grant Program. Mr. Moore provided a brief update on the three outreach and education programs funded by the Board in 2019. Mr. Moore noted that Tampa Bay Water has been involved in source water protection since the agency was created. The grant-funding program has allowed the agency to partner with the community on the common goal of protecting the regions drinking water sources. Mr. Moore announced the 2020 grant recipients - Keep Pinellas Beautiful (\$10,000), Keep Tampa Bay Beautiful (\$10,000), the Pinellas County Schools (\$3500), and Coffee Pot Bayou Watershed Alliance (\$2000). Mr. Moore thanked all the grant recipients for their hard work.

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

No Board action was required on this item.

3. Board Workshop Follow-Up and Agreement with Mayes Facilitation Services LLC in the amount of \$34,600 – *Approve*

Matt Jordan, General Manager, stated staff was directed by the Board to secure a facilitator for the workshop and, perhaps, schedule the workshop during the January 27, 2020 Executive Committee meeting. The Agreement with Mayes Facilitation Services LLC is being presented to the Board for approval. Mr. Jordan explained circumstances have transpired requiring the workshop to be postponed until after the Executive Committee meeting. Ms. Mayes was present to answer questions from the Board. Chairman Murman asked Ms. Mayes to approach the podium to introduce herself and provide some insight on her company. Chairman Murman asked when she and Mr. Alvarez would be ready to proceed to schedule the workshop. Ms. Mayes indicated they would be ready 3 to 4 weeks after January 27. Commissioner Eggers suggested a

discussion during the workshop of each member government taking an opportunity to discuss the state of water within their area and how it interacts with Tampa Bay Water.

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

Motion: Commissioner Oakley moved for approval of Agenda Item G.3. Commissioner Starkey seconded the motion.

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

4. 2020 Legislative Program Update

Peter Dunbar, Dean Mead, Legislative Counsel, provided an overview of upcoming legislation which could affect the agency. Mr. Dunbar noted three bills were recently filed concerning bottled water and tax on the bottles. The interim committee work was completed for the 2020 Legislative Session. Mr. Dunbar stated there are 7 items filed dealing directly with water and water resources. Staff are working with the sponsor of a bill pending dealing with recycled water. Currently, the companion has not been filed. Mr. Dunbar asked Matthew Blair, Corcoran Partners, to speak about the status of funding requests. Mr. Blair stated there are 2 funding requests currently pending and they are proceeding as expected. Chairman Murman asked if Mr. Dunbar and his staff have met with Representative Maggard on his bill. Mr. Dunbar noted the driving force of the bill will be from the President-Designate. The Legislative Team are working with Tampa Bay Water staff on the language in the bill that effects Tampa Bay Water. Chairman Murman asked agency staff to provide a copy of the legislative status reports to the Board Members and utility directors. Mr. Jordan responded yes.

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

No Board action was required on this item.

H. GENERAL COUNSEL

No items were presented to the Board.

I. SCIENCE AND TECHNICAL

1. Water Quality Update – *Approve - Steve Fleischacker*

Steve Fleischacker, Water Quality Services Senior Manager, provided a brief overview on the Exhibit D Water Quality report and highlighted the findings. Mr. Fleischacker stated Exhibit D had been modified several times over the past 20 years with the most significant change taking place in 2004. Mr. Fleischacker explained that Tampa Bay Water staff and member government staff worked collaboratively to identify and quantify the parameters in the study to achieve enhanced water quality. A revised draft report was created incorporating the comments received from member governments. A summary was prepared that identified these comments and responses from Hazen and Sawyer/Tampa Bay Water. Both documents were shared with member

governments. Next, Mr. Fleischacker explained the next steps and why additional studies are important. Mr. Fleischacker then turned the presentation over to Ken Herd, Chief Science and Technical Officer. Mr. Herd provided an overview of the schedule process moving forward including the timeframe of the future study, Board decision period in 2022 and also discussed opportunities to expedite the project implementation timeline.

Commissioner Smith asked Mr. Herd to speak about the streamlined schedule alternatives. Mr. Herd explained it is not staffs' recommendation to reduce the Board's future deliberation period, but to allow adequate time for Board Members to consider implementation options. Commissioner Smith asked what the agency's responsibility is with the member governments concerning water quality. Mr. Herd explained the agency's responsibility goes to the points of connection (POC). Downstream of the POC is the member governments responsibility. Mr. Herd noted that it is important that Tampa Bay Water and the member governments work together on these issues. Council Member Rice asked when does the Board decide on which scenario to implement. Mr. Herd stated it would be during 2022. Council Member Rice asked Mr. Herd to explain the present value costs in the "X" table of the report. Mr. Herd explained the present value costs consider the total project cost (i.e., capital costs as well as operating and maintenance costs) in order to determine how the different options would affect the uniform rate. Commissioner Oakley asked if all the region receives the same potable water. Mr. Herd stated that due to source blending, different POCs have slightly different water quality but all satisfy regulatory and Exhibit D requirements. Mr. Herd explained that each member government operates their own distribution systems to maintain water quality from a POC to their retail customers connections. Mr. Jordan added that staff will continue to meet and work with the utility directors on water quality. The Water Quality Work Group meets regularly with member government staff and with utility directors to address and discuss water quality issues.

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

Motion: Commissioner Oakley moved for approval of Agenda Item I.1. Mayor Marlowe seconded the motion.

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

2. Annual Demand Forecast Evaluation and Long-term Demand Forecast Update – *Presentation* -

Tirusew Asefa, Planning and Decision Support Manager, provided a presentation on the Annual Demand Forecast Evaluation and Long-term Demand Forecast Update. Dr. Asefa stated the water demand projections provide a basis for expected delivery and source allocation while assisting in managing the rate effectively. Projections are updated yearly and allow agency staff to look at future demand scenarios. Dr. Asefa noted that information is collected from several sources and explained how demands are forecasted.

Commissioner Eggers asked if the figures in outer years reflects a slowdown of the economy and therefore employment projection. Dr. Asefa responded the projections are on the same path as

the projections from last year on a short term. In the outer years they start to decrease. Under normal conditions, Tampa Bay Water can currently provide up to 224 million gallons per day (mgd). Commissioner Eggers asked if the difference is the City of Tampa's water production. Dr. Asefa responded yes, but also some self-supplying from other member governments. Next, Dr. Asefa reviewed the regional demand forecast of all member governments out to 2045. Currently, staff are working on source allocation to meet anticipated demands. The region is experiencing an increase in water demands and anticipate an increase of approximately 10 million gallons per day in the next five years with a leveling off in the mid-2030s.

Commissioner Eggers asked what staff attributes the increase in demands in South Hillsborough County to the model. Dr. Asefa explained it depends on where the start point is. Council Member Rice asked if Tampa Bay Water uses the same population projections used by Regional Planning Councils and MPOs. Dr. Asefa responded yes. Council Member Rice asked if density information is considered. Dr. Asefa stated yes and explained that currently the models consider recent density information but when density projections are available it can be included in the forecast. Chairman Murman asked why the agency uses certain projections for modeling. Dr. Asefa explained the agency uses the same population projections as Hillsborough County but also uses additional information from other sources. Other sources include Moody's analytics and American community survey. Mayor Marlowe noted the importance to looking at density. Commissioner Starkey expressed the need for utility directors to meet with agency staff quarterly to notify Tampa Bay Water of any changes in their area. Commissioner Smith asked if staff takes information from each municipality to create the projections. Dr. Asefa explained staff starts with the data received by the member government.

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

No Board action was required on this item.

J. WATER PRODUCTION

1. South-Central Hillsborough County Supply Improvements Program
 - a. Update on Short and Long-term Project - *Status Report*

Jon Kennedy, Engineering Senior Manager, provided an update presentation on the South-Central Hillsborough County Supply Improvement Program. Mr. Kennedy explained there is a need to increase capacity to the system in South-Central Hillsborough County. Mr. Kennedy reviewed the booster station plan expected to be online in 2024 and meet needs until 2028. Mr. Kennedy explained the SHARP project will not provide enough supply on its own and a pipeline is part of the solution. Mr. Kennedy reviewed the public outreach results, and the status and schedule of the pipeline. The pipeline project will take approximately 6-8 years to complete, so in order to be online with the pipeline in 2028, Tampa Bay Water needs a decision from Hillsborough County indicating where the point of connection will need to be. Next, Mr. Kennedy reviewed the long-term plan which includes the SHARP project and other supplies.

Commissioner Eggers asked about the timeframe and deadline for the decision on the water campus. Mr. Kennedy explained staff is awaiting a decision from Hillsborough County on the location of the water campus - the deadline is March 2020. Commissioner Eggers asked how quickly the pipeline could be built to the Lithia location. Mr. Kennedy stated it could be accomplished approximately 6-12 months earlier. Commissioner Eggers asked when Hillsborough County will have a decision on the water campus. Chairman Murman stated the topic will be discussed at an upcoming Commission meeting. She expressed the importance of agency staff and member government utility directors meeting to discuss reuse credits. Mr. Jordan stated staff will set a meeting with the utility directors to continue discussions concerning reuse credits in anticipation of the topic being discussed at a future board workshop. Chairman Murman asked Beth Schinella, Hillsborough County, to approach the podium. Ms. Schinella affirmed the booster station will provide a short-term remedy. The long-term remedy will require discussion concerning the reuse credits. Commissioner Eggers asked if one of the three projects being considered is SHARP. Ken Herd, Chief Science and Technical Officer, stated the three projects are surface water expansion, desalination expansion, and a New Wellfield via SHARP credits. Commissioner Eggers asked when the decision is to be made on projects. Mr. Herd stated 2022; however, whether the New Wellfield via SHARP credits project is chosen or not, staff are still recommending the pipeline project. The pipeline project can move forward without resolving the reuse credit issue. Commissioner Oakley stated once Hillsborough County decides where the water campus needs to be located, Tampa Bay Water will direct the pipeline to that location. Chairman Murman indicated that will be decided within the next 30-60 days.

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

No Board action was required on this item.

- b. Southern Hillsborough County Supply Expansion - Booster Station Project 01609 - Menachery Mt. Carmel Property - Delegate authority to the General Manager to approve an Option Agreement and Purchase and Sale Agreement- *Approve*

Jon Kennedy, Engineering Senior Manager, stated the booster station is part of the short-term plan to increase delivery to Hillsborough County before the new pipeline comes online in 2028. As part of the process, the agency will need to acquire property. An option agreement has been prepared for the acquisition of certain property and staff recommends the Board authorize the general manager to execute the option agreement allowing staff to move forward with the acquisition.

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

Motion: Council Member Rice moved for approval of Agenda Item J.1.b. Commissioner Oakley seconded the motion.

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

K. FINANCE

There were no items to present to the Board.

L. OLD BUSINESS AND OTHER ADMINISTRATIVE MATTERS

None

M. RECEIVE & FILE

1. Human Resources Activity Report for October and November 2019
2. General Counsel Activity Report
 - a. Legal Services Activity Report for October and November 2019
 - b. Legal Services Budget Report for October and November 2019
3. Public Affairs Activity Report for October and November 2019
4. Finance Activity Report:
 - a. Finance and Administration Activity Report for October and November 2019
 - b. Comprehensive Check List with Delegated Approval for September and October 2019
 - c. Investment Schedule for September and October 2019
 - d. Financial Statements and Fund Analysis through October 2019
 - e. Disposition of Assets through October 2019
 - f. Vendor Status Report through October 2019
 - g. Budget Amendments-Transfer Quarterly Report for Fiscal Year 2019 4th Quarter
5. Water Production Activity Report for October and November 2019
6. Science and Technical Activity Report for October and November 2019

Chairman Murman asked for a motion to approve the Receive & File.

Motion: Councilman Miranda moved for approval of Receive & File. Mayor Marlowe seconded the motion.

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

IV. ADJOURNMENT

The Board adjourned at 11:39 a.m.

Attest: _____
Matt Jordan, General Manager/Secretary

Date: _____