

**UTILITY ADVISORY BOARD  
MEETING  
APRIL 26, 2021**

**MEMBERS PRESENT:** Bil Tucker, Chairman  
Dennis Cafaro, Mike Dougherty,  
James Hoffman, Paul Jones,  
Derek Rooney, George Ruchti

**OTHERS PRESENT:** Chuck Pavlos, Utilities Director  
Kristin Simeone, Finance Director

**CALL TO ORDER/ANNOUNCEMENTS**

- Mr. Tucker called the meeting to order at 9:00 a.m.
- A. Roll Call
- 1. Election of Chairman and Vice Chairman
- Consensus of members was to postpone election of Chair and Vice Chair to the next meeting.
- B. Next Scheduled Meeting
- 1. May 24, 2021

**CITIZENS COMMENTS ON AGENDA ITEMS ONLY**

- None.

**APPROVAL OF MINUTES**

- A. Review and Approval of Minutes from March 22, 2021
- Mr. Hoffman MOVED, Mr. Cafaro SECONDED approval of the March 22, 2021, minutes.  
MOTION CARRIED UNANIMOUSLY.

**REPORTS**

- A. Utilities Operational Data: Review of Water and Wastewater Flows from March 2021
- Mr. Chuck Pavlos, Utilities Director, briefly reviewed the March 2021 reports from the agenda material.
- B. Review of the Total Dissolved Solids Chart
- Mr. Chuck Pavlos, Utilities Director, presented the Total Dissolved Solids (TDS) Chart.
- Mr. Rooney confirmed the goal was to continue use of blended water instead of switching over to reverse osmosis (RO) production only.
- Mr. Steve Adams, Utilities Engineering Manager, stated the City had not contemplated completely ending use of river water; however, its use would be reduced eventually due to the Southwest Florida Water Management District's (SWFWMD) minimum flows and levels.
- Mr. Tucker spoke positively on the quality of the blended water.

- C. City Council Action on Utilities Agenda: Utilities Agenda Items Presented to City Council in April 2021
- Mr. Pavlos reported on April 7, 2021, City Council awarded the sixth amendment to the Master Agreement for engineering services for the Wastewater Treatment Works Improvement and awarded the fifth amendment to provide engineering services for the Wastewater Treatment Plant Improvements to CDM Smith. He stated on April 21, 2021, City Council awarded the agreement for the interior coating of the two sewage equalization tanks at the Master Pumping Facility to CROM Coatings and Restoration.
  - Mr. Tucker questioned how often the coatings were replaced.
  - Mr. Pavlos replied the coatings had a five-year warranty.
  - Discussion continued regarding the composition and process used for the replacement of the coating.
- D. Utilities Financial Report
- Ms. Kristin Simeone, Finance Director, noted the tank coating had been budgeted; however, the cost was slightly higher than anticipated, explaining it had been necessary to transfer funds from the reserves for the Utilities Construction Contingency. She then presented the March 2021 Financial Reports included in the agenda material, including revenues and expenditures/encumbrances, pointing out water and sewer billings could fluctuate each month. She estimated the Utilities Construction Fund's ending reserves was currently high as a large budget was in place; however, not all projects had commenced. She briefly reviewed the monthly comparison of water revenues from Fiscal Year (FY) 2016 to FY 2021 as well as the chart of major water and sewer user fee revenues by account number for FY 2021 through March 2021, reporting the City was in a good position. She verified the most recent rate study was implemented in January 2021, noting one recommendation was a 3.75% increase annually based on the five-year Capital Improvements Plan; however, City Council would evaluate the need for the increase each year. She concluded by drawing members' attention to the chart of expenses broken down by Division, confirming there were no questions.

**UNFINISHED BUSINESS**

- No items.

**NEW BUSINESS**

- No items.

**STAFF COMMENTS**

- None.

**COMMITTEE/BOARD COMMENTS**

- Mr. Cafaro inquired as to oversight of the coating of two sewage equalization tanks' interiors at the Master Pumping Facility.
- Mr. Adams replied Mr. Steve Leonard, Project Manager, would oversee the project, adding the City had contracted with a certified professional inspector to be onsite each day in order to secure the coating's warranty. He indicated the completion of each tank would take approximately three weeks.
- Mr. Hoffman questioned whether the rate increase was brought before the Board.
- Ms. Simeone replied affirmatively.
- Discussion ensued regarding the rate study, specifically regarding debt service.
- Mr. Dougherty stated he noticed water hardness levels had seemed higher over the previous two weeks.
- Mr. Adams stated the goal for the Reverse Osmosis Water Treatment Plant (RO) project was to meet the standards for Total Dissolved Solids (TDS)s, explaining there was not a goal for water hardness; however, staff was monitoring same. He pointed out April and May would be the driest months of the year, with an increasing trend in hardness coming from the river water, adding the only way to overcome that would be to change the blend ratio. He noted Carollo Engineers was collecting data for a two-and-a-half-year period in order to explore protocols to proactively address hardness. He noted staff had an expectation of running the RO Plant at full capacity, adding it was anticipated same would continue for the long term in order to also meet the requirements of Minimum Flows & Levels (MFL).
- Mr. Ruchti inquired as to the federal government's infrastructure bill and any impact on construction.
- Ms. Simeone replied staff would determine if the City qualified for any new infrastructure grant opportunities, adding prior to introduction of the bill, staff had been considering the State Revolving Loan Fund; however, staff would evaluate all opportunities for funding, including the American Rescue Plan.
- Mr. Tucker welcomed Mr. Rooney to the Board. He then congratulated Mr. Pavlos on becoming Utilities Director. He then inquired as to the monthly emails sent to residents showing a calculation of water usage each month, questioning who set the average usage.
- Ms. Simeone explained the process for the AMI system, offering to provide more information to members regarding same.
- Discussion ensued regarding information on how to read and use the AMI system data that was now being included on the City's water bills.

- Mr. Tucker announced his email account had been hacked and had not sent out emails regarding gift cards.

**CITIZENS' COMMENTS**

- None.

**ADJOURNMENT**

- Meeting Adjourned: 9:55 a.m.

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Bil Tucker, Chairman

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Leah Pues, Recording Secretary