

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

MEMBERS PRESENT: George Ruchti, Chairman
David Abderhalden, Dennis Cafaro,
Scott Howells, Derek Rooney, Bil Tucker

MEMBERS ABSENT: Mike Dougherty

OTHERS PRESENT: Chuck Pavlos, Utilities Director
Steve Adams, Utilities Engineering Manager
Steven Leonard, Senior Utilities Project Manager

CALL TO ORDER/ANNOUNCEMENTS

- Mr. Ruchti called the meeting to order at 9:00 a.m.
- A. Roll Call
- B. Next Scheduled Meeting
- 1. August 23, 2021

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- None.

APPROVAL OF MINUTES

- A. Review and Approval of Minutes from June 28, 2021
- Mr. Tucker pointed out his first name and Mr. Dougherty's last name were misspelled in the June 28, 2021, minutes.
- Mr. Ruchti added Mr. Howells' name was incorrect as well.
- Mr. Rooney MOVED, Mr. SECONDED approval of the June 28, 2021, minutes as corrected.
MOTION CARRIED UNANIMOUSLY.

REPORTS

- A. Utilities Operational Data: Review of Water and Wastewater Flows from June 2021
- Mr. Chuck Pavlos, Utilities Director, stated the Finance Director was unable to present the June 2021 financial reports this date and would present same at the August 23, 2021, meeting. He then drew attention to the Operational Data report, denoted in the agenda material, noting Water to Town Peak Day was 7.2 million gallons per day (MGD). He verified there were no further questions regarding the June 2021 reports.
- B. Total Dissolved Solids Chart
- Mr. Pavlos reported the blended water from the Reverse Osmosis (RO) Water Treatment Plant (WTP) was well under the maximum contaminant level for total dissolved solids.
- Mr. Ruchti noted same was most likely caused by the recent rainfall.

- C. City Council Action on Utilities Agenda: Utilities Agenda Items Presented to City Council in July 2021
- Mr. Pavlos reported City Council was presented with an update on the Utilities' budget.
 - Mr. Rooney questioned whether the planned expansions were positively received by Councilmembers.
 - Mr. Pavlos replied affirmatively, adding they were in support of the Board's recommendation to evaluate rate increases annually.
- D. Utilities Financial Report
- No discussion.

UNFINISHED BUSINESS

- A. Capital Improvement Projects Status Update
- Mr. Steve Adams, Utilities Engineering Manager, presented the Capital Improvement Projects (CIP) status update, as delineated in the agenda material, beginning with an explanation of the Wastewater Treatment Plant Expansion (WWTPE) project. He indicated phase two of the project was not scheduled as of yet, explaining same would include additional upgrades to the effluent pump station. He stated staff had a kick-off meeting for the WWTPE project and the consultants were working on putting the project together, noting same was on schedule and would be moving forward with the Procurement Division.
 - Mr. Ruchti questioned whether there would be a pre-proposal meeting for the draft request for quote (RFQ).
 - Mr. Adams replied with an explanation of the RFQ process, indicating a pre-bid meeting could take place due to the nature of the project.
 - Mr. Cafaro inquired whether an engineering firm would perform value engineering between 50% and 70% plans.
 - Mr. Steven Leonard, Senior Utilities Project Manager, responded an additional engineering firm would not be brought in, explaining a Construction Manager at Risk (CMAR) method would be used.
 - Mr. Cafaro opined 1 to 2 MGD in additional capacity should be obtained given the cost of upgrading the existing facilities, noting same would be ideal even if there were additional marginal costs.
 - Mr. Leonard stated same was discussed with the engineering firm and options were being explored, explaining a limiting factor was reusing existing infrastructure to reduce costs.
 - Mr. Adams commented arrangements could be made for members to discuss concerns directly with the consultants from CDM Smith. He stated there would be a large increase

to the project's cost if the facility were to increase the peak flow capacity and accommodate more than 4 MGD, briefly reviewing circumstances surrounding current capacity as well as potential future capacity. He concluded CDM Smith convinced staff the WWTPE project was the right choice for the City.

- Mr. Abderhalden questioned whether Charlotte County (County) would lead construction on the facilities since same was outside of the City limits.
- Mr. Adams replied construction would be administered through the Utilities Department since the facilities were owned by the City.
- Mr. Ruchti inquired if the CMAR method had been used previously.
- Mr. Adams responded affirmatively, explaining same was used successfully at the WTP for the RO project. He then continued reviewing the CIP status update, including rebuilding the belt press and upgrading the Supervisory Control and Data Acquisition (SCADA) program at the Wastewater Treatment Plant (WWTP). He stated a Clearwell filter cover was recently completed at the WWTP to address algae issues. He indicated a cleaning and recoating of the two WWTP Master Pump Facility (MPF) tanks would take place by December 2021. He stated this year's budget included funds to begin the design and engineering for rehabilitation of the WWTP filter and solids contact unit (SCU), noting a design report was currently underway, after which staff would move forward with a construction schedule. He then drew attention to the WTP Wellfield Management Plan, explaining same was a necessary regulatory practice. He stated the Southwest Florida Water Management District (SWFWMD) required comprehensive water quality reports on an annual basis, adding there was a project underway to evaluate all water quality aspects.
- Mr. Ruchti questioned whether there were any issues from SWFWMD.
- Mr. Adams replied in the negative. He then stated staff was working with the Water Management District on the WTP minimum flows and levels regulation, recalling a summary regarding same was presented to the Board at the June 28, 2021, meeting and staff was waiting on a response after submitting the report to the SWFWMD. He then stated a contract was issued for a RO Mechanical Integrity Test (MIT) at the WTP RO Deep Injection Well, which should be completed by August 2021, noting same was a regulatory process required every five years.
- A brief discussion ensued regarding the aspects of the MIT.
- Mr. Adams then stated consultants were working to obtain a permit for the underground injection control, which needed to be renewed every five years. He indicated the belt press would be replaced at the WTP and would be included in the following year's

budget. He noted a water main replacement on Taylor Road was currently in design and would be out for bid in the near future.

- Mr. Rooney stated the County's long-range transportation plan indicated there were plans to widen Taylor Road, inquiring as to the location where the water main would be installed.
- Mr. Adams responded the consultant was communicating frequently with the County, noting he was unaware of plans to widen Taylor Road. He explained the water main would be installed in the same location as the previous one, adding that location was identified as being advantageous.
- Discussion ensued between Mr. Adams and Mr. Rooney regarding the proposed Taylor Road expansion and the location of the water main's replacement, with Mr. Adams estimating construction of the water main would begin after January 2022.
- Mr. Adams then stated a plan was underway to fill in missing links and extend the water distribution system within the Tee and Green community. He then stated wastewater collection was funding the design of a force main replacement on Henry Street from Bass Inlet to the MPF, explaining the replacement was the next step in converting from ductile pipes to polyvinyl chloride (PVC) pipes so as to provide long-term reliability. He indicated some replacements were needed within the vicinity of the Booster Pump Facility.
- Mr. Ruchti questioned whether the ductile pipes were the last of the replacements needed.
- Mr. Adams replied in the negative, noting same was being replaced incrementally. He clarified the location of the force main replacement, verifying work would most likely not be done east of the MPF. He then stated the consultant was selected and started work on the Septic to Sewer (STS) plans in January 2021, noting a draft report would be presented soon. He displayed a photograph, indicating same was a conceptual layout of the Charlotte Park community which separated into different collection areas.
- Mr. Rooney opined it would be helpful for the City Manager to include the proposed projects when reporting to the County, indicating same would demonstrate to the County Commissioners that funds were being used for other projects if the City requested a contribution for the STS project.
- Mr. Tucker inquired as to where the lines would be buried near Riverside Drive.
- Mr. Adams responded he would learn more after meeting with Banks Engineering later this date.

NEW BUSINESS

- Mr. Abderhalden announced he was recently appointed to the Charlotte Harbor Environment Center's Board of Directors, noting the City had donated to the Board and he would recuse himself from any City matters relating to same.

STAFF COMMENTS

- Mr. Adams recalled a previous discussion regarding Mr. Brandon Moody from the County attending a meeting to provide an update on the County's water quality initiatives. He stated Mr. Moody was eager to address the Board, concluding same would take place at the August 23, 2021, meeting or soon thereafter.
- Mr. Pavlos announced the WWTP was selected by the Florida Water and Pollution Control Operators Association for the 2020 safety award.

COMMITTEE/BOARD COMMENTS

- Mr. Rooney inquired as to when all members would return to the dais.
- Mr. Ruchti replied City Council was meeting in the same format and all members should return to the dais once things opened up further.

CITIZENS' COMMENTS

- None.

ADJOURNMENT

- Meeting Adjourned: 9:49 a.m.

George Ruchti, Chairman

Sara Welch, Recording Secretary