

**CITY OF PUNTA GORDA, FLORIDA
UTILITY ADVISORY BOARD MEETING MINUTES
OCTOBER 25, 2021, 9:00 A.M.**

MEMBERS PRESENT: Ruchti, Chair
Abderhalden, Cafaro, Dougherty, Howells, Rooney, Tucker

OTHERS PRESENT: Chuck Pavlos, Utilities Director; Steve Adams, Utilities
Engineering Manager; Kristin Simeone, Finance Director

CALL TO ORDER

Mr. Ruchti called the meeting to order at 9:00 a.m.

[Next Meeting - November 22, 2021](#)

Exhibit:

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Mr. Cafaro indicated he might not be present at the November 22, 2021, meeting. Messrs. Ruchti and Rooney stated they were unable to attend the December 27, 2021, meeting.

Mr. Rooney **MOVED** to cancel the December 27, 2021, meeting, **SECONDED** by Mr. Dougherty. **MOTION UNANIMOUSLY CARRIED.**

PUBLIC COMMENTS

None.

1) APPROVAL OF MINUTES

1.a Review of Regular Meeting Minutes from September 27, 2021

Exhibits:

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[UAB 10-25-2021 Minutes](#)

Mr. Dougherty **MOVED** approval of the September 27, 2021, minutes, **SECONDED** by Mr. Howells. **MOTION UNANIMOUSLY CARRIED.**

2) REPORTS

2.a Review of Utilities water and wastewater flows from September 2021.

Exhibits:

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[UAB 10-25-2021 OP DATA](#)

Mr. Chuck Pavlos, Utilities Director, announced the City provided the Peace River Manasota Regional Water Supply Authority (PRMRWSA) with water, noting the facilities with water supply issues included Sarasota County and Manatee County.

Mr. Ruchti questioned whether staff was aware certain materials were unable to be obtained.

Mr. Steve Adams, Utilities Engineering Manager, responded the PRMRWSA verified there were mechanical failures with piping and there were issues with obtaining the materials to repair same, expressing uncertainty as to any further details.

Discussion ensued regarding the capacity of water supply versus the demand for the City as well as the additional counties, with Mr. Adams verifying the City adequately maintained its' facilities and understood demand.

Mr. Dougherty inquired as to the amount of water storage the City had.

Mr. Adams replied approximately six million gallons.

2.b [Utilities agenda items presented to City Council October 2021.](#)

Exhibits:

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[UAB 10-25-2021 CC Action](#)

Mr. Pavlos reported City Council approved modifications to the Shell Creek Water Treatment Plant Water Use Permit at their October 20, 2021, meeting; additionally, they were presented with an update for the Septic to Sewer (STS) Project and directed staff to continue moving forward with seeking financial assistance for same.

2.c [Review of utility financials for September 2021.](#)

Exhibits:

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[UAB 10-25-2021 UT Financials](#)

Ms. Kristin Simeone, Finance Director, provided a detailed review of the September 2021 finance reports, concluding year-to-date revenue was \$19.8 million, excluding transfers from impact fees.

Mr. Ruchti questioned whether funding would be available from the Infrastructure Bill for the STS Project.

Ms. Simeone responded capital projects were examined annually, adding financing options, including grant opportunities, were being explored.

Mr. Ruchti inquired if the Just-in-Time method was considered for delivery of inventory, expressing concern with the lack of availability for items.

Mr. Pavlos replied with uncertainty, noting he would verify same with the utility plants.

Mr. Rooney indicated the City could potentially obtain a purchasing interlocal agreement for emergency supplies.

3) [GENERAL BUSINESS](#)

3.a [CIP Project Update](#)

Exhibit:

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Mr. Adams presented the Capital Improvement Projects (CIP) status update, beginning with the status of the STS Project - Area 1 (slides 1-2) and Taylor Road Watermain Replacement (TRWR) Project (3-5).

Mr. Rooney questioned whether the size of the water main was considered due to the potential capacity for growth on Taylor Road.

Mr. Adams responded staff was exploring the design of the water main line for the future and was monitoring the project.

Discussion ensued regarding the details of the TRWR Project as well as the potential expansion of Taylor Road and the creation of a multi-use recreational trail (MURT) near same, with Mr. Adams stating the MURT would be used to determine the most favorable alignment for the water main.

Mr. Ruchti inquired whether a member of the Board could attend the pre-bid meeting for the TRWR Project.

Mr. Adams replied affirmatively, noting staff would communicate with members when the procurement process would take place.

Mr. Cafaro questioned whether the right-of-way (ROW) was secured for the TRWR Project.

Mr. Adams responded in the negative, explaining the existing Charlotte County ROW would be used. He continued reviewing the CIP status update, providing a detailed overview of the Tee & Green Watermain Extension Project (slides 6-8), Water Treatment Plant Evaluation Filter and Solid Contact Unit Tank Project (slides 9-11) and Wastewater Treatment Plant (WWTP) Improvements Project (slides 12-14).

A question and answer session took place regarding the details of the WWTP Improvement Project, including the process for contractors to bid on the project.

Mr. Ruchti requested staff notify members prior to pre-proposal meetings, expressing desire to attend the meeting for the WWTP Improvement Project.

Mr. Adams then continued reviewing the CIP status update, summarizing the details of the Henry Street Force Main Project (slide 15) and the Master Pump Facility Tank Coating and Pump Replacement Projects (slides 16-17). He concluded all of the projects required a tremendous amount of work from the Procurement Division.

Mr. Tucker requested information regarding Riverside Drive be provided at the next meeting.

Mr. Adams indicated same would be provided once available.

Mr. Rooney questioned if Mr. Brandon Moody would be attending an upcoming meeting.

Mr. Adams responded he would contact Mr. Moody to determine which date he would be available.

STAFF COMMENTS

None.

MEMBER COMMENTS

Mr. Abderhalden stated there were concerns with irrigation, particularly when seasonal residents returned, inquiring whether there was an educational program available for residents relating to same.

Mr. Adams replied he would attempt to contact the Southwest Florida Water Management District to facilitate distributing conservation information to the public.

Mr. Dougherty questioned if a report was available on the quantity and frequency of the flushing program for Divinci Drive.

Mr. Pavlos responded he would follow up with staff at the Water Treatment Plant regarding same.

ADJOURNMENT

The meeting was adjourned at 10:08 a.m.

Chair

Recording Secretary