

CITY ADVISORY UTILITY BOARD MEETING MINUTES
March 10, 2009 * CITY HALL

The City Advisory Utility Board for the City of Lake City, met on March 10, 2009, at 6:00 P.M. in the Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, Florida.

MEMBERS

George Ward – City Council Member – Chairman
Eugene Jefferson – City Council Member
Jake Hill, Jr. – City Council Member
Henry Sheldon – Engineer, non-council board member
Jim Poole – Director of the Columbia County Industrial Development Authority - absent
Larry Lee – Director of Growth Management
Nick Harwell – Director of Strategic Planning and Marketing of Utilities
Richard Lee – Director of Distribution, Collection and Construction of Utility System
Dave Clanton – Interim City Manager
Steve Baltzley – Natural Gas Director
Steve Roberts – Water Plant Director – absent
Thomas Henry – Director of Public Works
Dorothy Tyre – Finance Director
Grayson Cason – Project Manager - absent
Walt Graham - Contractor, non-council board member
Blair Payne – City Attorney
Stephen Bailey – County Commissioner – absent
Jody Dupree – County Commissioner
Dale Williams – County Manager - absent

Also in Attendance:

Audrey Sikes – City Clerk
Melinda Moses – Council Member
Jeff Hardison – Lake City Reporter
Karl Burkhardt – Lake City Journal.Com

1. CALL TO ORDER
Chairman Ward called the meeting to order at 6:00 PM.
2. ROLL CALL
Chairman Ward asked City Clerk Audrey Sikes to call roll. Attendance is indicated above.
3. APPROVAL OF AGENDA
Mr. Hill made a motion to approve the agenda as presented. Mr. Jefferson seconded the motion and the motion carried on a voice vote.

4. PUBLIC COMMENTS

None

5. MINUTES-BOARD MEETING – TUESDAY, JANUARY 13, 2009

Mr. Jefferson made a motion to approve the January 13, 2009 Board Meeting minutes as presented. Mr. Hill seconded the motion and the motion carried on a voice vote.

6. OLD BUSINESS

None

7. CONSENT AGENDA

Members concurred to take each item separately.

- A. Jones Edmunds – Sisters Welcome Road Reclaimed Water – Invoice #0307250 - \$1,681.25

Mr. Jefferson made a motion to recommend to City Council the approval of Consent Agenda item A as presented. Mr. Hill seconded the motion and the motion carried on a voice vote.

- B. Tetra Tech – WTP Bidding & Construction – Invoice #50224688 - \$427.99

Mr. Ward made a motion to recommend to City Council the approval of Consent Agenda item B as presented. Mr. Jefferson seconded the motion and the motion carried on a voice vote.

- C. Tetra Tech – Kick Lighter Road Preliminary Engineering Report – Invoice #50235311 - \$1,124.03

Mr. Jefferson made a motion to recommend to City Council the approval of Consent Agenda item C as presented. Mr. Ward seconded the motion and the motion carried on a voice vote.

- D. Tetra Tech – WTP Bidding & Construction – Invoice #50151690 - \$9,598.06

Mr. Clanton reported he was unsure why this invoice had never been paid. Members expressed concerns with meal charges identified in the paperwork attached to the invoice. Members concur for staff to research meals and hours identified on the invoice, then to be brought back to the committee for consideration.

8. PRESENTATION

Update on Millennium (Lake DeSoto) Fountain – Dave Clanton

Mr. Clanton discussed his March 4, 2009 memorandum relating to the breakdown of the costs to operate the fountain in Lake DeSoto. Mr. Clanton provided a proposal for reducing expenses associated with the operation of the fountain. Mr. Clanton proposed a reduction in the hours of operation from the current average run time of eighteen (18) hours per day to seven (7) hours per day. Mr. Clanton also proposed the elimination of the herbicide application. Members

concurrent with the recommendations. The new proposed schedule for the fountain is identified below:

7AM to	9AM	2 hours
11 AM to	1PM	2 hours
6PM to	9PM	3 hours

Total run time 7 hours

Mr. Ward made a motion to recommend to City Council the approval for the reduction in operational hours of the Lake DeSoto fountain. The motion also provides for the elimination of the herbicide application. Mr. Jefferson seconded the motion and the motion carried on a voice vote.

9. NEW BUSINESS

A. Proposal for Comprehensive Water, Wastewater and Reclaimed Water Rate and Charge Study

Per the March 5, 2009 Report to Board, staff is requesting Board approval to recommend to City Council to accept the proposal from Tetra Tech for the purposes of performing the Water, Sewer, and Reclaimed Water Rate Study. Staff has identified the Water/Sewer Fund Account Number 410-0012-536-30-31 in the amount of \$20,865 as the funding source. Staff reported the Suwannee River Water Management District Grant in the amount of \$10,000 will be used to offset the cost to the City. Members discussed the importance of performing a new study and the possibility of implementing conservation rates in lieu of availability charges. All members agree the availability charge has been the largest complaint in the last year. **Mr. Jefferson made a motion to recommend to City Council the approval of the proposal from Tetra Tech in the amount of \$20,865 for the purposes of performing a Water, Sewer, and Reclaimed Water Rate Study. The motion identifies the Water Sewer Fund Account Number 410-0012-536-30.31 as the funding source. The motion also states the \$10,000 grant from the Suwannee River Water Management District will be applied to the cost. Mr. Hill seconded the motion and the motion carried on a voice vote.**

B. Loquat Bridge Improvements – RFQ 006-2009

Per the March 2, 2009 Report to Board, staff is requesting Board approval to recommend to City Council the approval to begin negotiations for the Loquat Bridge improvements. Mr. Baltzley reported the City of Lake City entered into an agreement under City Council Resolution No. 2008-056 to facilitate the bridge replacement along US 441/SR 41 (Loquat Way), Lake City, Florida. The committee has selected York Bridge Concepts as the top design build engineering contract team out of thirteen (13) applicants. From the original list of thirteen (13) the team selected six firms to interview and selected the top three by numerical ranking. The top three are as follows:

1. York Bridge Concepts
2. Bailey, Bishop and Lane
3. GAI Consultants


Staff identified Public Works Capital Expense/Improvements account number #001-0130-541.63 in the amount of \$300,000 as the funding source and reported this amount is refundable under the FDOT Financial Project ID#208402-4-58-01. **Mr. Ward made a motion to recommend to City Council the approval to start negotiation for the Loquat Bride Improvements with the top ranked firm. The motion identifies Public Works Capitol Expense/Improvement account #001-0130-541.63 in the amount of \$300,000 as the funding source. Mr. Hill seconded the motion. The motion carried on a voice vote.**

C. Natural Gas Main Extension – SR 441/41 and Tustenuggee

Per the March 5, 2009 Report to Board, staff is requesting Board approval to recommend to the City Council the approval of the natural gas main extension at SR 441/41 and Tustenuggee Road. Mr. Baltzley reported Forest Lawn Funeral Home, Inc. has requested natural gas service for their facility located at 3596 South US Highway 441 in Lake City, Florida. Mr. Baltzley reported it was determined that this request should be considered due to the available capacity and return on investment performed. This extension will also provide a new main extension to provide natural gas for other commercial and residential service interests on the west side of US 441/41 and Tustenuggee Road. Staff has identified funding from the Natural Gas Capital Expense/Improvements account #420-0003-532.63 in the amount of \$6,154.75. **Mr. Hill made a motion to recommend to City Council the approval of the natural gas main extension at SR 441/41 and Tustenuggee Road in the amount of \$6,154.75. The motion identifies funding from the Natural Gas Capital Expense/Improvement account #420-0003-532.63. Mr. Jefferson seconded the motion. The motion carried on a voice vote.**

10. ADJOURNMENT

There being no further business the meeting adjourned on a motion made and duly seconded.



Audrey E. Sikes, City Clerk