

**BOARD OF DIRECTORS MEETING
GREATER LAKE CITY REGIONAL UTILITY
MAY 15, 2007 * CITY HALL**

The Board of Directors for the Greater Lake City Regional Utility, met on May 15, 2007, 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.

ROLL CALL AND CALL TO ORDER

1. Chairman Robertson called the meeting to order at 6:00 P.M. and indicated all Board Members were present.

BOARD OF DIRECTORS PRESENT:

John Robertson, Chairman of the Board
George Ward, Vice Chairman
Eugene Jefferson, Director
Mike Lee, Director
Stephen Witt, Director

PLEDGE OF ALLEGIANCE

INVOCATION – GEORGE WARD

1. **MINUTES – BOARD MINUTES OF APRIL 17, 2007**
Mr. Witt made a motion to approve the April 17, 2007 minutes with changes noted below. Mr. Lee seconded the motion. The motion carried unanimously on a voice vote.

Page 1, Number 3. A. STEW LILKER PRESENTATION – minutes previously read, “Mr. Robertson stated his comments that the concept of a single Regional County-wide Utility is not needed”. Minutes were corrected to completely delete this sentence. Also, the sentence following this, “When first proposed to our City Council in 1998, there was no support for a joint regional concept.” The minutes were changed to read, “When first proposed to our City Council in 1998, there was no support from the County for a joint regional concept.

2. **APPROVAL OF AGENDA**

Mr. Ward made a motion to approve the agenda as published. Mr. Jefferson seconded the motion. The motion carried unanimously on a voice vote.

PUBLIC COMMENTS – NONE

3. **OLD BUSINESS**

A. **Tetra Tech and Jones Edmunds Wastewater Improvement Contracts**

Mr. Darby read the title of Resolution No. 2007-002, A resolution of the Board of Directors of the Greater Lake City Regional utility Authority (the “Utility Authority”) recommending to the City Council of the City of Lake City, Florida, that it enter into a master agreement with Tetra Tech, Inc. for consulting and engineering services for the development of engineering documents for the construction of a new advanced wastewater treatment/public access reuse facility (AWT/PAR facility). Mr. Darby commented that with both these contracts (Resolution No. 2007-002 and Resolution No. 2007-003) there are ongoing modifications and changes and language is incorporated that the Board of Directors recommends that the City engage the services of Tetra Tech, Inc. pursuant to and in accordance with the terms and conditions of the master agreement, copy attached as Exhibit A, subject, however, to changes as may be recommended and required by Henry Sheldon, City Engineer, the City Attorney and General Manager of the Utility Authority. **Mr. Lee made a motion to approve Resolution No. 2007-002. Mr. Jefferson seconded the motion.** A roll call vote was taken and the motion passed unanimously.

Mike Lee	-	Aye
Eugene Jefferson	-	Aye
George Ward	-	Aye
Stephen Witt	-	Aye
John Robertson	-	Aye

Mr. Darby read the title of Resolution No. 2007-003, A resolution of the Board of Directors of the Greater Lake City Regional Utility Authority (the "Utility Authority") recommending to the City Council of the City of Lake City, Florida, that it enter into a professional service agreement with Jones, Edmunds & Associates, Inc. for professional engineering services for the upgrades to the St. Margaret Road Wastewater Treatment Plant (WWTP). **Mr. Ward made a motion to approve Resolution No. 2007-003. Mr. Witt seconded the motion.** A roll call vote was taken and the motion passed unanimously.

George Ward	-	Aye
Stephen Witt	-	Aye
Mike Lee	-	Aye
John Robertson	-	Aye
Eugene Jefferson	-	Aye

4. **CONSENT AGENDA**

A. **Tetra Tech Invoice #50076032 – \$20,022.33**

Mr. Lee made a motion to approve the Tetra Tech Invoice in the amount of \$20,022.33. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed unanimously.

Mike Lee	-	Aye
Eugene Jefferson	-	Aye
George Ward	-	Aye
Stephen Witt	-	Aye
John Robertson	-	Aye

5. **NEW BUSINESS**

A. **SIERRA ASPHALT – GAS TRANSMISSION CONTRACT**

Mr. Darby read the title of Resolution 2007-001, A resolution of the Board of Directors of the Greater Lake City Regional Utility Authority (the "Utility Authority") recommending to the City Council of the City of Lake City, Florida, that it enter into an agreement for interruptible natural gas transportation service with Sierra Asphalt Roofing Company, LLC.

Mr. Robertson requested a change to the Sierra Asphalt Gas Transmission Contract on Page 16, Section 22, NOTICES: with copy to:

Mr. Scott Reynolds
 General Manager
 City of Lake City
 205 N. Marion Avenue
 Lake City, FL 32055

be changed to:

Mr. Scott Reynolds
 General Manager
 Greater Lake City Regional Utility Authority
 205 N. Marion Avenue
 Lake City, FL 32055

Mr. Jefferson made a motion to approve Resolution 2007-001. Mr. Witt seconded the motion. A roll call vote was taken and the motion passed unanimously.

Eugene Jefferson	-	Aye
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Stephen Witt	-	Aye
George Ward	-	Aye
Mike Lee	-	Aye
John Robertson	-	Aye

B. LAKE JEFFERY WATER LINE EXTENSION REQUEST

Mr. Reynolds stated that Mr. Jordan is proposing construction of 178 residential homes and also this water line extension is in our master plan. Mr. Reynolds stated that he believes we will pick up customers in the Woodborough Subdivision which is across from this 178 home subdivision. The cost of this extension is \$180,000 if the City does the labor. Mr. Jordan's subdivision will bring in \$254,000 in tap and impact fees over a five-year period. Mr. Reynolds is requesting approval for the \$180,000 be put into the FY 07-08 budget and also that this is contingent upon permit approval from the County because it is outside the City limits. **Mr. Witt made a motion to approve a request for the lake Jeffery Water Line Extension for the FY 07-08 budget. Mr. Ward seconded the motion.** A roll call vote was taken and the motion passed unanimously.

Stephen Witt	-	Aye
George Ward	-	Aye
Mike Lee	-	Aye
John Robertson	-	Aye
Eugene Jefferson	-	Aye

C. WATER TREATMENT PLANT CHANGE ORDER NUMBER 6 – TWO-MONTH TIME EXTENSION

Mr. Roberts discussed justification for this change order because the current contract is final May 27, 2007 and additional time is needed for start-up procedures. Without the time extension, Ortega Industrial Contractors would not be able to submit any invoices after May 27, 2007. This time extension has no fiscal impact on the contract. **Mr. Ward made a motion to grant Change Order No. 6 for a two-month time extension to Ortega Industrial Contractors. Mr. Lee seconded the motion.** A roll call vote was taken and the motion passed unanimously.

George Ward	-	Aye
Mike Lee	-	Aye
Stephen Witt	-	Aye
John Robertson	-	Aye
Eugene Jefferson	-	Aye

6. REPORT OF THE GENERAL MANAGER

A. FLORIDA FOREVER GRANT APPLICATION

Mr. Reynolds stated that we are working on the land acquisition grant for the Butler Tract and he is very impressed with the Planning Council, the Suwannee River Water Management District, the Department of Community Affairs, the Wildlife Commission and other State agencies that have been working on this grant for us. The grant for \$2.5 million dollars (plus administration cost) has been submitted to the Florida Communities Trust. Mr. Reynolds said we may not know if we are selected for the short list until September. Mr. Reynolds informed the Board that he will be sending a thank you letter to all the entities that assisted us in getting this grant submitted.

B. MONTHLY GAS ADJUSTMENT CHARGE

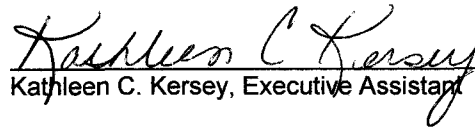
Mr. Reynolds stated that he attended a conference on rate making for natural gas. Mr. Reynolds said he has been looking at the monthly gas adjustment charge and rate stabilization fund and we are considering a rebate back to the customers for anything above the level of \$300,000. By Ordinance, we will be issuing a rebate to the customer over a twelve-month period. Mr. Reynolds said he can inform the Board each month what this amount is. The saving to each customer will be from \$2.00-\$12.00 per month. A statement will be put on the bill informing the customer of this rebate.

7. BOARD COMMENTS

Mr. Lee inquired if the water restriction was still in effect and how this was affecting the businesses that need water to operate.

Mr. Reynolds stated that the car wash businesses are allowed to operate. Mr. Lee stated that Mr. Reynolds and he had some discussions about the operating cash management. Mr. Lee made a suggestion that we consider hiring an independent consultant to make recommendations to us and possibly we could come up with some type of policy about bidding our banking and investment services. Mr. Robertson asked Mr. Reynolds to relay this information to the City Manager. Mr., Darby mentioned that the Board may wish to appoint a committee to look into this first before going to an outside consultant. Board Chairman exercised his prerogative and appointed Mr. Lee as chairman of this committee and Mr. Ward to serve on this committee. Recommendations would have to be brought to City Council. Mr. Robertson inquired if the Turner Road issue was going to be on the County Agenda for Thursday. Mr. Reynolds stated we should know by Wednesday if it was going to be on the County agenda. Mr. Robertson requested that, if possible, Board Members attend the County Commission meeting if it was on the County agenda. Mr. Robertson made a comment that with the shortage of rain and wildfires that, if necessary, we could pump 15 millions gallons per day from both plants. Mr. Robertson said he would like City Council to consider some formal restriction on the use of water. Mr. Steve Roberts discussed our water demands and stated that on the day the fire started, there was 5.5 million gallons being used. After the radio announced cutting back, we reduced consumption by 2 million gallons. Since that time, it has gone up about .5 million gallons. Mr. Ward inquired if we were metering the water that was being used for the wildfires so that we might document this for FEMA. Mr. Reynolds informed him that he would look into finding out how much City water was being used for the wildfires.

There being no further business the meeting adjourned at 6:52 P.M.


Kathleen C. Kersey, Executive Assistant