



WATER & SEWER EXPANSION AUTHORITY BOARD MEETING MINUTES

DATE: January 12, 2005
TIME: 2 p.m.
LOCATION: City Hall, Committee Room A

Attending Members:
Jeanell Wilson, Chair
John Craddock, Vice Chair
Lawrence Jones
Harriet McDonald
Susan Rudd
Al Sinclair

Chair Jeanell Wilson called the meeting to order. The Board approved the minutes from the December 8, 2004 Board Meeting.

Committee Updates:

Finance Committee – no updates to report since the last Board Meeting on 12/8/04.

Recruitment Committee – Mr. Craddock reported that there has not been an official committee meeting and that he would like the seventh member of the Board, once that person is identified and appointed, to be the third member on the Recruitment Committee.

General Items/Discussion:

Fred Odom gave the following updates:

1. Christian Blaylock, WSEA's liaison to Office of General Council (OGC), is departing her position at OGC. Christian has been a tremendous asset to the Board, who has been thankful for her efforts, knowledge and assistance given. Upon Christian's departure, John Germany will be WSEA's liaison to OGC.
2. Introduced Mike Holm, Project Manager for Triangle Estates. In addition, noted the Mayor will attend the groundbreaking on January 25.
3. Vicki Cavey, JEA, has been assigned to assist with WSEA Memorandum of Understanding and Interlocal Agreement and will be meeting with Fred and Sherry Hall weekly.
4. Development of a preliminary MOU is in place, which will form the basis of an interlocal agreement.
5. Currently working with EPA (they have \$500,000 of city money, in which they have certain criteria they work through to utilize). Greg Owens, JEA, is assisting with the aspect of retrieving such funds.
6. A great initiative at this time is the consideration of State Revolving Funds (moving forward). In addition, grant opportunities will be considered. WSEA will need Board approval to move

forward developing those two areas of consideration. State Revolving Funds and grants would include up to \$200 million. Optimistic that state revolving fund is available, which will eliminate the need to look elsewhere for funding.

MOTION to approve moving forward with development of State Revolving Funds and grants was moved by Al Sinclair, second by Susan Rudd and voted in favor of all Board Members.

Status of Current Projects:

Triangle Estates

- There is need for an additional amount not to exceed \$10,000 for tree mitigation. The built-in contingency is there for construction, but not for tree mitigation.
 - Christian Blaylock suggested wording change for approval to ‘not to exceed 35% contribution by the WSEA’. Sherry Hall noted connection fees would be reimbursed to WSEA; however, the tree mitigation fee would not. There is room for the additional \$10,000 in what has already been approved by council as part of the total project funds. Staff will have to go back to council to request additional funds to finance the on-site connection fees.

MOTION to authorize wording of ‘up to 35%’ for Triangle Estates was moved by Lawrence Jones, second by Vice Chair Craddock and voted in favor of all Board Members.

- A preconstruction conference was held Monday, January 10. The ceremonial groundbreaking is scheduled for Tuesday, January 25, at 10 a.m., and all parties are encouraged to attend. The Mayor will attend, and media is invited. Board members have invitations in-hand today and will receive an invitation in the mail.

YMCA

- Contract documents are ready for final approval. Christian reported at the December 8, 2004 Board meeting that YMCA had requested to look over the documents. Housekeeping changes were made in the following documents: 1) Easement and Restrictive Covenant Agreement; 2) Mortgage and Security Agreement; 3) Promissory Note; 4) Officer’s Certificate, and 5) Officer’s Certificate for Secretary. The major changes were made on the Easement and Restrictive Covenant Agreement, section 8 – Assignment (wording of notice versus consent); Mortgage and Security Agreement, page 4 (further encumber the property for improvements). Suggest move approval of document changes

MOTION to approve all document changes and to change wording of ‘notice’ to ‘consent’ on the Easement and Restrictive Covenant Agreement was moved by Al Sinclair, second by Lawrence Jones and voted in favor of all Board Members.

Drury Lane / Clark Road

Projects were approved by City Council last night, January 11.

Nate Circle

Project is working its way through MBRC and City Council for approval.

New Project Presentation:

One new project is Hope Chapel, a church on Wagner Road that requested assistance with bringing water and sewer to their property. Their sewer line will be a force main, so no other properties will be able to connect to the sewer system. The water line will run by several other properties in the area, which will allow those properties to be able to connect to the line. The church is willing to pay 100 percent of the costs. Because of costs, we do not expect the other property owners in the area to be able to participate in the water project. Recommendation is to waive the 50 percent participation clause to allow the church to be in the program and to pay 100 percent of the costs. WSEA would finance 100 percent of the loan. Requirements would include obtaining Board approval first, City Council approval second, and then to require a title search, etc. to secure the loan. Discussion included:

- Existing homes not participating would not be considered holdouts.
- There is a mobile home park in the area with no alternative to pump system.
- Concern of the church's ability to pay – this scenario has not been in the policy moving forward; is this something the Board would like to see? This particular case is different from WSEA financing homes with property value – how to secure?
- Note that the church owns the property in question and adjacent properties to the church.
- WSEA would require a credit check if the Board wishes. The request today is to gain approval to move forward to have City Council approve.
- Unsure if they have a failed sewer system now.
- Unsure of the cost for the mobile home park near the church to connect.
- The four homes in the vicinity are spread far apart. All pipes could flow to the church or other alternatives. The church is anxious to get approval, then WSEA would do due diligence notifying the other residents in the area of their option to connect and what the charge would be for them.
- The ability to provide fire protection on the water main is a concern. JEA staff stated that the water line would be a 6" since that is the connection main size and fire protection would be marginal at best.
- Question from Councilwoman Jones – dealing with non-profits – would it be a standard to do credit check. Answer from Fred Odom – it is standard for non-residential (must guarantee equity there, via credit underwriting.)
 - Fred Odom suggested assignment to the WSEA Finance Committee to establish a standard process for such projects.

MOTION for approval to move forward with project was moved by Vice Chair Craddock, second by Harriet McDonald, and voted in favor of all Board Members.

Outreach/Communication Update:

- Jax on the Move – originally scheduled January 11 is rescheduled to tape January 18 and will air January 27.
- Lincoln Villas – went through entire process at town meeting on December 8. Low attendance; however, they are excited about spreading word to neighbors. Will continue on our agenda.
- Nate Circle – 100 percent interest in water (waiting council approval) (JEA in-house to build).

- Ribualt Hills – town meeting on December 21 – great interest, though low attendance at town meeting. Will continue working with the residents.
- Beauclerc Circle – met January 6 (water and sewer), some concern with homes being on water – large lots that slope to water and high costs involved. Continue talking with residents.
- Drury Lane – approved and will meet with residents on January 19 to get Letters of Intent signed. Until that meeting, we will not know the participation. Christian Blaylock noted that moving forward, should not have to bring documentation back to board (Triangle Estates and YMCA) which were already Board approved.
- Iroquois, Milam – two streets are very interested in bringing in the system. Approximately 24 homeowners that have been invited to a town meeting on February 1. Continue working with residents.
- Spreadsheet distributed of Approved Projects/Potential Projects/Conceptual Projects. Sherry Hall noted that there are over 100 communities included in WSEA’s outreach; however, the ones listed on the spreadsheet are ones most likely to connect.

Other items:

- Board members previously received maps of areas showing water and sewer services that did not seem accurate. Question was raised as to how to acquire accurate, updated maps. Fred Odom responded that WSEA has maps available, and that in the near future, will have GIS capability to provide such.
- Appreciate all in attendance, including Councilwoman Jenkins and Councilwoman Jones.
- Reminder for groundbreaking on January 25 – would like all parties to attend.
- Next Board Meeting is scheduled for February 9, 2005, at 2 p.m., in Committee Room A.
- Chair Wilson called for comments from the public. No comments made.

Meeting adjourned.