



WATER & SEWER EXPANSION AUTHORITY
BOARD MEETING MINUTES

Date: March 9, 2005
Meeting Time: 2 p.m.
Location: City Hall, Committee Room A

Attending Members

Jeanell Wilson, Chair
John Craddock, Vice Chair
Harriet McDonald
Susan Rudd
Al Sinclair

Chair Wilson called the meeting to order / quorum determined. The Board approved the minutes from the February 9, 2005 Board Meeting.

Committee Updates

Finance Committee

No updates to give since the last Board Meeting held February 9, 2005.

Recruitment Committee

The Committee met just prior to the Board Meeting today and reviewed some interesting and new materials supplied by Mr. Odom and Ms. Hall. The Committee declared itself inactive for the next six to nine months.

General Items/Discussion/Questions

\$100 million loan from the State Revolving Fund is envisioned. Current reality is if WSEA acquires this funding, what will be the appropriate approach to proceed? Discussion concluded that the best starting point would be the 22 areas that have been identified by the Duval County Health Department as septic tank failure areas. Staff has made several trips to Washington to discuss potential funding sources for the program. By having a good plan together, the members of Washington are on board – especially targeting the low-to-moderate-income areas.

Fred Odom presented a draft of Anticipated Funding Sources. We anticipate a good split between City Council (capital) and JEA (operating). A good meeting occurred last week. We brainstormed where we were, where we are now, and where we want to go. Concurred that funds are needed in place to move forward.

Moving forward – do not ever see any more than four persons operating the WSEA. There is a need for a GIS person (JEA now doing) and a communications assistant. We expect to be able to

outsource all other needs. We are continuing the unrelenting search for grant money. We are also in the process of having a first draft of the MOU/Interlocal Agreement, which should be ready to preview at the April Board Meeting.

Status of Current Projects

Triangle Estates – under construction – doing well.

YMCA – no longer interested in WSEA financing. Could not agree to terms in contract.

Drury Lane – lease agreement currently being developed.

Clark Road – waiting on financing application from the church.

LaVilla Sportsman Club – waiting on financing application from the club.

Nate Circle – passed Council vote on 3/8/05. We are now preparing contract documents.

Wagner Road – scheduled for Council vote on 4/12/05.

Iroquois/Milam and Country Club/Forest Park – scheduled for MBRC on 3/21/05.

Mr. Sinclair made the recommendation that we should distribute regular updates to homeowners when a project is under construction, such as in the Triangle Estates project. It would be a brief, one-page update to the residents of the homes involved letting them know what is going on at certain points – on schedule, what comes next, etc. It is good public relations to do so – to keep residents up-to-date and to be able to pass that on to others – that participants were well informed along the way.

Outreach / Communication Update

- A community meeting will be held at Picketville Homeowners Association on Monday, 3/14/05 to determine interest in the program.
- Currently surveying residents of 10 – 15 neighborhoods that have inquired, via telephone, about the program. Survey letters are mailed to inquire if other neighbors are interested (other than the interested residents calling in).
- Continue work on additional community meetings to get the word out.

Request for Public Comment

Attendee Jackie Brown inquired if WSEA has started to reach out to the community, especially the black community, to explain what is going on in the septic tank failure areas.

- Response: yes, WSEA is reaching out to educate persons on what expenses are not covered, which must be financed. WSEA will speak to any community at any time if there is an interest in the program.

Ms. Brown inquired if grant funding was available to the city or to the residents.

- Response: yes, we anticipate that grant funding will be available to low-to-moderate-income residents who need the program desperately but cannot fund it.

Ms. Brown inquired if procurement would be done in-house, by city or outside of those realms.

- Response: currently examining the best mix, best practice for procurement process.

Ms. Brown inquired if there would be any incentives for minority-based businesses for procurement.

- Response: JEA's program of such will be available to WSEA.

Meeting motioned, second and favored by all to adjourn.