



WATER & SEWER EXPANSION AUTHORITY  
BOARD MEETING MINUTES

Date: April 13, 2005  
Meeting Time: 2 p.m.  
Location: City Hall, Committee Room A

Attending Members:  
Jeanell Wilson, Chair  
John Craddock, Vice Chair  
Dr. Chester Aikens  
Lawrence Jones  
Susan Rudd  
Al Sinclair

Chair Wilson called the meeting to order / quorum determined. The Board approved the minutes from the March 9, 2005 Board Meeting and the March 9, 2005 Recruitment Committee Meeting. Dr. Aikens welcomed as a new Board Member.

**Election of Board Officers**

Floor opened for election of Board Officers for office of Chair, Vice Chair, Secretary, Finance Chair and Recruitment Chair. Conclusion of elections deemed the WSEA Board Officers for the new term to be:

Chair	Jeanell Wilson	Motioned by Ms. Rudd, seconded by Mr. Craddock, and voted in favor of all Board Members present.
Vice Chair	John Craddock	Motioned by Mr. Sinclair, seconded by Mr. Aikens, and voted in favor of all Board Members present.
Secretary	Susan Rudd	Motioned by Mr. Sinclair, seconded by Mr. Craddock, and voted in favor of all Board Members present.
Finance Chair	Al Sinclair	Motioned by Chair Wilson, seconded by Ms. Rudd, and voted in favor of all Board Members present.
Recruitment Chair	John Craddock	Motioned by Chair Wilson, seconded by Mr. Sinclair, and voted in favor of all Board Members present.

## **Finance Committee Update**

Considered two financing applications

1. LaVilla Sportsman Club for \$50,000 – voted to bring forward to the Board for approval;
2. Truth for Living Ministries Inc. for \$25,000 – determined additional financial information is needed; therefore, request is tabled until such is received.

New project, Pine Forest – voted to bring forward to the Board for approval.

## **General Items / Discussion / Questions**

Grant Update (EPA, STAG and WRDA):

Continuing to pursue grants. Funding for WSEA is being recommended by State Representatives, who now have better understanding of the program dynamics.

State Revolving Fund Update:

Requested \$350 million – working through.

Development of preliminary MOU/Interlocal Agreement Update:

Near final draft for Board review, will strive to present at the May Board Meeting.

Procurement of Program and/or General Engineering Consultant:

Currently devising a plan of approach that includes outlining the scope of services for program managers and/or consultants (looking for timeline). Outsourcing needs will be utilized.

Staffing Update:

Seeking candidates for a Communications Assistant and a GIS Technician.

Incidental Expenses:

JEA working to approve.

Development of preliminary budget for FY05/06:

First time WSEA will have a true budget. Development of one for WSEA and one for city are progressing. Initial submission of both to city for approval must occur by July 1.

Councilwoman Jones and Councilman Corrigan are working with us. JEA will fund the operations portion (administration) and the city will fund the capital expenses. Grant funds will not be in hand for at least 12 months. Next 90 days will show where we are going and how we will get there. WSEA is high priority for city. Plan of action is needed – grant applications complete, etc.

## **Status of Current Projects**

Triangle Estates – sewer – under construction – moving forward. Anticipated completion date is July. Informational door-hangers have gone out – plan to distribute one a month.

Drury Lane – water – homeowners have contracts – waiting for documents to return.

Clark Road – water – discussed with Finance Committee; deferred for additional information.

LaVilla Sportsman Club – sewer – Board approval for \$50,000 desired.

Nate Circle – water - preparing contract documents; meeting with homeowners on April 14.

Wagner Road – water and sewer – approved by Council vote on 4/12/05.

Iroquois/Milam and Country Club/Forest Park – sewer – scheduled for Council vote on 5/10/05.

### **New Project Presentation**

Pine Forest – sewer – a project that has been in works for quite a few years – funded by CDBG – 182 potential customers – recommended today by Finance Committee for approval.

Two representatives from the Housing Partnership in the audience stated that Pine Forest was targeted for a revitalization project several years ago and funds were invested for neighborhood renewal. There are rich, historical roots in Pine Forest. The area contains septic tanks and wells with poor drainage, although some were able to hook to city water and sewer. New sewer lines will allow for brand new single-family construction, which residents will be very appreciative of.

Health needs will be addressed with this project also. Seventy percent of the capital costs of the sewer infrastructure will be borne by a combination of funds provided by the CDBG and JEA, and 30 percent will be borne by the WSEA. The 30 percent will certainly be leveraged. This is a wonderful opportunity for the community and its residents, a prime example of partnership.

Presented WSEA Resolution of the Members, April 13, 2005, to the Board Members for review.

**Motion to approve the Pine Forest project was given by Mr. Sinclair, seconded by Dr. Aikens, and voted in favor of all Board Members present.**

### **Outreach / Communication Update**

Moncrief Road Area (Soutel to US 1 – District 10) – March 24

- visited residents via community meeting – discussed potential ways to bring sewer in – will continue to talk.

Kinnard Community (District 10) – April 19

- have interest in bringing water and sewer in.

Hart Haven Community – April 21

- will have more info after meeting.

Agatite Road Area (District 6) – April 28

- water project – 270 parcels of land – some wells contaminated. Will have DEP and other agencies on 4/28 to discuss ways of helping the area.

**Items for next meeting – May 11, 2005**

More information on Clark Road. If so, will have Finance Committee meeting. Schedule tentatively for 5/11, 1:30 p.m.

**Request for Public Comment**

Jackie Brown, attendant – considering grants in low-income areas – coming from grants and/or revolving funds?

- Revolving fund is one source. Grants from Federal Government will go to low income (requested \$5 million). The real money – Core of Engineers funding – is in the works.
- Two-year appropriation to have ability to request more funds.

Councilwoman Jones – thanked WSEA staff for attending her Moncrief Road meeting. Hoping to secure funds to bring sewer into that area.

**Meeting adjourned.**