



WATER AND SEWER EXPANSION AUTHORITY BOARD MEETING MINUTES

Date: April 14, 2010
Time: 2:00 P.M.
Location: City Hall/Don Davis Room

Attendees:

Jeanell Wilson-Chair
Al Sinclair
Susan West
Lawrence Jones
Pete Jackson

Per Chair Wilson' request, Al Sinclair called the meeting to order / quorum determined. The Board approved the minutes from the March 10, 2010 board meeting.

General Update

1. Lincoln Villa Pilot Project- Service Area 1-Construction Status: sewer is 82 percent complete. The water portion is 98 percent complete. The project is scheduled to be completed towards the end of this year.
2. Grant Update on EID- Environmental Information Document (EID) was submitted to EPA in January. Awaiting categorical exclusion decision.
3. Property Appraiser-WSEA now has access to the Property Appraiser's database and working with JEA to view information.
4. Charter Revision Update- WSEA met with JEA and Mayor's Office and has been negotiating suggested changes. Next, they will submit to the council auditors. They plan to engage council members in early June.
5. Budget Recommendations-The Finance Committee submitted the WSEA 2010-2011 proposed budget to the board. Jeanell Wilson, Susan Rudd, and Lawrence Jones were concerned with any salary increases. Due to the economy and state of the city, they feel it is appropriate to keep all salaries at their current amount. Juliana Rowland explained that the \$374k item on the budget is committed funds from COJ. Fred Odom added that it is not spent, but a recognized source of payment from the Loan Pool. Fred Odom explained that the budget item for salary increase is included in the \$800k that is given to the WSEA by JEA. If salaries are not increased, money will need to be moved to a different budget line item.
Jeanell Wilson motioned to approve the budget as amended to provide for no increases in salaries or professional services. Motion was seconded by Susan Rudd and voted in favor by all but one member.
6. New Board Appointments-3 new potential board members have been interviewed. There is one term limit approaching as well as two, current open member positions. WSEA is going through City Council for approval process of new members

Other Items for Discussion

- Tree Hill Nature Center-A revision is being made to the loan modification that was created at the beginning of fiscal year 2009-2010 for Tree Hill. The payoff balance was incorrect and the number is being corrected. This does not affect the amount they owe, but simply an error in paperwork. The revised loan modification will need new signatures from Chair Wilson and Tree Hill. Juliana Rowland stated she is checking with Tree Hill on whether they will need to extend their loan modification through next year. **Susan West motioned to approved revised version of the loan modification for Tree Hill. Motion was seconded by Jeanell Wilson and voted in favor by all members present.**
- Extension for Current Executive Director-An extension to Fred Odom's contract with Jacob's Engineering was requested. **Jeanell Wilson motioned to approve the renewal of Fred Odom's contract. Motion was seconded by Pete Jackson and voted in favor by all members present.**
- 4561 Ortega Blvd-A letter was sent to homeowner stating the cost to connect to the sewer line in the Forest Park Project area. The cost is approximately \$19,000 excluding JEA fees. The owner called WSEA requesting financing assistance. The original policy stated that anyone opting out of the project and wishes to connect later has to pay the lump sum without WSEA subsidy and no financing. In this case, the seller did not notify the new owner of the project that took place. Fred Odom stated he is willing to approve a loan for this owner who was unaware of the situation when he bought the home. Mr. Odom confirmed that the WSEA would not be providing a subsidy, only the financing vehicle and would not lose money by doing so. **Al Sinclair motioned to approve financing of loan without subsidy from WSEA. Motion was seconded by Jeanell Wilson and voted in favor by all members present.**
- Ratify Actions from March board meeting-Per City Council Auditors, the WSEA must have 4 members to vote. Due to this, the board ratified their actions from the March board meeting which included: February board minutes, grant of easement on D&W Electric's property, and notifying 4561 Ortega Blvd homeowner of WSEA sewer project costs. **Motion to approve all actions taken at the March board meeting by Pete Jackson. Motion was seconded by Lawrence Jones and voted in favor by all members present.**

Request for Comment

None.

Items for Next Meeting

The next board meeting will be held on Wednesday, May 12, 2010 at City Hall in the Don Davis Room at 2:00pm.

Meeting adjourned