



## WATER AND SEWER EXPANSION AUTHORITY BOARD MEETING MINUTES

Date: May 4, 2006  
Time: 2:00 p.m.  
Location: City Hall, Committee Room A

### Attendees:

Jeanell Wilson, Chair  
John Craddock, Vice Chair  
Dr. Chester Aikens  
Susan S. Rudd, P.E.

Chair Wilson called the meeting to order / quorum determined. The Board approved the minutes from the April 12, 2006 Board Meeting.

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

#### **General Update**

Mr. Odom discussed an upcoming meeting with the EPA Regional Administrator, Jimmy Palmer. Mr. Odom will be meeting with Mr. Palmer along with Mayor Peyton and several others to discuss the River Initiative on May 18.

A presentation to the Finance Committee was recently made regarding the WSEA's budget and Mr. Odom also presented an overview of the WSEA at a Septic Tank Conference last week.

The River Initiative group continues to meet to develop concept for Mayor Peyton's River Initiative.

#### **Program Delivery Team Update & Award Approval**

Mr. Odom explained that the WSEA will never have any more than four staff members. As needed, contracts will be made with outside entities. The Program Delivery Team was originally developed as a 10 year, performance-based contract with three parts. Part A-Program Development, Part B-Design Program, Part C-Construction Program. The PDT will obtain funding for the WSEA as well as develop a facility plan for all 22 failing septic tank areas. Mr. Odom explained the funding allocation sources schedule for the PDT as well as the organizational chart. Mr. Odom asked the board to approve Part A of the PDT.

Dr. Aikens asked how the language in the contract is written to suggest that the WSEA can dissolve the contract if needed. Juliana Rowland explained that it is written in the WSEA's favor and at any time the WSEA feels the need to dissolve the contract, they can do so. The PDT will be paid up to the point of what they have delivered.

Mrs. Susan Rudd asked Mr. Odom if the job of obtaining funding will now be left solely to the PDT. Mr. Odom explained that he will still be involved in every step of the way.

Mr. Craddock explained his concern for being supportive but cautious due to “the track record from previous city contracts.”

Councilwoman Mia Jones expressed her desire to make sure the WSEA focuses on the affected tributaries as well as the St. Johns River.

Mr. Craddock asked why JEA is handling the Tributary Assessments verses the Public Works Department. Mr. Odom stated that he is not sure why it is that way.

**Dr. Aikens motioned to approve Part A of the PDT contract. The motion was seconded by Jeanell Wilson and voted in favor by all other members present.**

### **Status of Current Projects**

Forest Park-sewer-Construction beginning in June.

Pine Forest-sewer-Construction will be complete in early June.

McGlothin/Buttercup – Water – Construction begins this week.

Shakir Economy Motel-sewer-Design is complete.

Cannon Street – Water –All homeowners have connected.

Hendricks Day School – Approved by council. Contracts are being prepared.

Unitarian Universalist Church – Approved by council. Contracts were sent this week.

### **Upcoming Community Meetings**

- Pine Forest (sewer)- TBD (Late June)

### **Other Items for Discussion**

Mr. Craddock requested a monthly or bi-monthly update on where the WSEA is at on billing. Billing is in the process through JEA. Consumption is being billed on the JEA water bill and the capitol will be on a separate WSEA bill.

### **Items for Next Meeting**

Next meeting will be at 2 p.m. on June 14, 2006. The election of board members will take place at the June meeting.

### **Request for Public Comment**

None.

**Meeting adjourned.**