



Utility Advisory Board
CITY OF PUNTA GORDA, FLORIDA
OCTOBER 22, 2018, 9:00 AM
CITY COUNCIL CHAMBERS
326 W. MARION AVE, PUNTA GORDA, FL 33950

NOTE: Anyone wishing to address the Council on any agenda item may do so at the appropriate time during the meeting. Those who choose to speak must state their name for the record. Each person will be allowed to speak once on each subject up to a maximum of three minutes.

I. CALL TO ORDER/ANNOUNCEMENTS

A. Roll Call

B. Next Scheduled Meeting

1. **Monday, November 26, 2018 (To be discussed due to Thanksgiving)**

II. CITIZENS COMMENTS ON AGENDA ITEMS ONLY

III. APPROVAL OF MINUTES

A. Review and approval of minutes from September 25, 2018.

IV. REPORTS

A. Utilities Operational Data: Review of water and wastewater flows for September 2018.

B. City Council Action on Utilities Agenda: Utilities agenda items presented to City Council in Sept/Oct 2018.

C. Utilities Financial Report: Report of monthly and year end revenue and operations for Utilities September 2018. (Not Available to be emailed)

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

A. Utilities Response to Hurricane Michael. (Discussion only)

VII. STAFF COMMENTS

VIII. COMMITTEE/BOARD COMMENTS

IX. CITIZENS' COMMENTS

X. ADJOURNMENT

At meetings in which public hearings are reviewed, any member of the audience who wishes to speak will be recognized and heard. All persons must be sworn in prior to offering testimony. Comments may be limited to three minutes. The following motion format is recommended for use by an advisory board/committee in a quasi-judicial proceeding: Based on the evidence and testimony presented at this Public Hearing for Item # _____, I find that this request (is/is not) consistent with the City of Punta Gorda Comprehensive Plan and move that we recommend to the City Council (approval/approval with conditions/denial) of this request. If any person decides to appeal any decision made by this Advisory Board/Committee with respect to any matter considered at the meeting or hearing, he or she may need a record of the proceedings, and for such purpose he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act and Florida Statute 286.26, the location of this public hearing is accessible to persons with disabilities. If you are a person with disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Interpreters for the hearing impaired (TTY 941-575-5013) or non-English speaking citizens, and any other special accommodations can be requested by contacting the Human Resources Manager/Non-Discrimination Coordinator whose address is 326 W. Marion Avenue, Punta Gorda, FL 33950, whose telephone number is (941) 575-3308, and whose email address is humres@pgorda.us; at least two (2) calendars days prior to the meeting.

UTILITY ADVISORY BOARD
CITY OF PUNTA GORDA
10/22/2018

 Print

Approval of Minutes*

Title: Review and approval of minutes from September 25, 2018.

Funds:

Recommended Action:

Summary:

Department/Division:

| |
|----------------------------|
| EXHIBITS: |
| 1. Minutes |

**UTILITY ADVISORY BOARD
MEETING
SEPTEMBER 25, 2018**

MEMBERS PRESENT: Bill Schindler, Chairman
Thomas Feneran, James Hoffman
Haskell Rhett, Christopher Pflaum, Bil Tucker

MEMBERS ABSENT: Mike Dougherty

OTHERS PRESENT: Tom Jackson, Utilities Director
Kristin Simeone, Financial Analyst

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting
- 1. Monday, October 22, 2018

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- There were none.

APPROVAL OF MINUTES

- A. Review and Approval of Minutes from August 27, 2018
- Mr. Pflaum MOVED, Mr. Hoffman SECONDED approval of the August 27, 2018 minutes.
MOTION CARRIED UNANIMOUSLY.

REPORTS

- A. Utilities Operational Data: Review of Water and Wastewater Flows August 2018
- Mr. Tom Jackson, Utilities Director, reviewed operational data reports, as delineated in the agenda material, announcing the Shell Creek Reservoir stage elevation level remained above the 50-year average. He reported transfer of 61.1 million gallons to the Aquifer Storage & Recovery system and 32.3 million gallons to the Peace River Manasota Regional Water Supply Authority during August 2018.
- Mr. Feneran questioned the increase in wastewater and average daily flows.
- Mr. Jackson replied inflow and infiltration (I&I) accounted for same, pointing out the City was below the national average for same. He explained the City performed regular maintenance on clay sewer pipes in order to reduce I&I.
- Discussion ensued regarding efforts to reduce I&I.
- B. City Council Action on Utilities Agenda: Utilities Agenda Items Presented to City Council in August/September 2018
- Mr. Jackson reviewed the following items presented to City Council in August 2018 and September 2018: bill of sale, release of liens/affidavit of no liens and warranty from D.R.

Horton; Amendment #1 for engineering services for the Jones Loop forcemain to Johnson Engineering; award of agreement for construction of the Jones Loop forcemain to Gianetti Contracting Corporation; Reverse Osmosis (RO) Water Treatment Plant update. He then commented favorably on a suggestion to request homeowners flush their spigots for 10-15 minutes upon their return after extended absences.

- Mr. Pflaum questioned how residents would be informed to do so.
 - Mr. Jackson replied he intended to request Councilmembers include this advice in their weekly newsletters, noting he would discuss other options with Ms. Melissa Reichert, Communications Manager.
- C. Utilities Financial Report: Report of Monthly and Year Revenue and Expenses for Utilities August 2018
- Ms. Kristin Simeone, Interim Finance Director, drew members' attention to the August 2018 financials, as delineated in the agenda material, announcing the final transfer for the RO project and a transfer for the Automated Meter Installation project would be made in September 2018.

UNFINISHED BUSINESS

- Mr. Jackson reviewed the history of the 1775, LLC, developer's agreement, as delineated in the June 25, 2018, and August 27, 2018, Board minutes, reporting the Florida Department of Environmental Protection would not require the mobile home parks to connect to City sewer facilities. He further noted the mobile home parks were not interested in connecting to the City's wastewater system. He concluded this project was tabled until January 2019 or February 2019, at which time he would meet with the homeowners associations once the seasonal population returned.
- Discussion ensued with regard to the proposed project and developer's agreement.

NEW BUSINESS

- Mr. Jackson announced construction of the blending basin was in progress.

COMMITTEE/BOARD COMMENTS

- Mr. Pflaum asked why water usage remained limited.
- Mr. Jackson replied the water usage structure and schedule were set up in compliance with the Southwest Florida Water Management District, noting the City was typically the last to undergo rationing and the first to have same lifted.

ADJOURNMENT

- Meeting Adjourned: 1:32 p.m.

Bill Schindler, Chairman

Sara Welch, Recording Secretary

UTILITY ADVISORY BOARD
CITY OF PUNTA GORDA
10/22/2018

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Reports*

Title: Utilities Operational Data: Review of water and wastewater flows
for September 2018.

Funds:

Recommended Action:

Summary:

Department/Division:

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| EXHIBITS: |
| 1.  OP Data |

CITY OF PUNTA GORDA

UTILITY OPERATIONAL DATA
 RUNNING TWELVE MONTH AVERAGES
 WATER AND WASTEWATER FLOWS
 (941) 575-3339

TREATMENT PLANT CAPACITIES AND FLOWS AS OF :

1-Oct-18

| | | WATER | | | | WASTEWATER | | | | | | | | |
|--------------------------------|------|-----------------------|-----------|----------------------|-----------------|------------|----------|----------|----------------------------|------------------|-------------------|----------|-----------------------|-------|
| FACILITY ID NUMBERS | | PWS 6080051 | | | | FLA118371 | | | | | | | | |
| PLANT DESIGN/CAPACITY | | 10.00 MGD | | | | 4.00 MGD | | | | | | | | |
| ROLLING 12 MON AVG | | 5.86 MGD | | | | 2.54 MGD | | | | | | | | |
| ROLLING 3 MON AVG | | 6.84 MGD | | | | 2.75 MGD | | | | | | | | |
| PERCENT OF CAPACITY (3MON ADF) | | 68.44% | | | | 68.63% | | | | | | | | |
| ERU'S SERVED | | | | | | | | | | Reservoir Level | | | | |
| INSIDE CITY | | 15,155 | | | | 13,805 | | | | 1-Sep-18 ft.msl | | | | |
| OUTSIDE CITY | | 7,271 | | | | 3,130 | | | | 53 Year Avg 5.61 | | | | |
| TOTAL | | 22,426 | | | | 16,935 | | | | Current * 5.85 | | | | |
| | | | | | | | | | | Flow MGD^ 813.71 | | | | |
| | | | | | | | | | | No Flow 5.00 | | | | |
| | | WATER TREATMENT PLANT | | | | | | | WASTEWATER TREATMENT PLANT | | | | RAINFALL | |
| MONTH | YR | Raw Water | Raw Water | ASR | PRMRWSA | Water To | Water To | Water To | Monthly Flow | Average Day Flow | 3-mth Rolling Avg | Peak Day | Month 1987-2018 | |
| | | Monthly | Peak Day | Minus = In | Minus = TO | Monthly | Avg | Peak Day | | | | | MG | MGD |
| | | MG | MGD | MG | MG | MG | MGD | MGD | | | MGD | MGD | | |
| SEP | 2017 | 196.274 | 8.402 | -50.457 | -40.020 | 103.318 | 3.444 | 4.641 | 93.043 | 3.101 | 3.101 | 4.510 | 19.95 | 7.72 |
| OCT | 2017 | 250.743 | 9.154 | -56.330 | -33.568 | 143.097 | 4.472 | 5.700 | 74.519 | 2.404 | 2.753 | 3.032 | 3.23 | 2.88 |
| NOV | 2017 | 191.364 | 8.492 | -10.300 | 2.443 | 168.268 | 5.609 | 6.683 | 69.275 | 2.235 | 2.580 | 2.511 | 0.30 | 1.61 |
| DEC | 2017 | 174.494 | 6.843 | 0.000 | 16.957 | 160.615 | 5.181 | 6.073 | 72.060 | 2.325 | 2.321 | 2.747 | 1.00 | 1.79 |
| JAN | 2018 | 159.913 | 6.646 | 0.000 | 18.724 | 164.627 | 5.311 | 6.184 | 75.448 | 2.434 | 2.331 | 3.104 | 1.75 | 1.50 |
| FEB | 2018 | 150.748 | 6.472 | 0.000 | 15.232 | 155.978 | 5.571 | 6.500 | 73.351 | 2.366 | 2.375 | 2.892 | 1.50 | 1.95 |
| MAR | 2018 | 170.548 | 5.120 | 0.000 | 17.440 | 193.041 | 6.033 | 7.288 | 77.976 | 2.515 | 2.438 | 2.720 | 0.90 | 2.97 |
| APR | 2018 | 132.766 | 6.342 | 41.160 | 16.950 | 189.488 | 6.322 | 7.328 | 67.748 | 2.258 | 2.380 | 2.555 | 1.20 | 2.35 |
| MAY | 2018 | 97.870 | 5.919 | 52.050 | 18.016 | 148.097 | 4.628 | 7.001 | 91.438 | 2.950 | 2.574 | 5.341 | 16.70 | 3.63 |
| JUNE | 2018 | 179.009 | 7.899 | 3.920 | 16.895 | 144.174 | 4.651 | 6.098 | 72.750 | 2.425 | 2.544 | 3.564 | 5.30 | 10.10 |
| JULY | 2018 | 241.986 | 8.812 | -70.340 | 33.356 | 138.524 | 4.469 | 5.389 | 76.554 | 2.469 | 2.615 | 3.163 | 6.80 | 8.10 |
| AUG | 2018 | 211.890 | 8.229 | -61.110 | 32.364 | 121.299 | 3.913 | 4.857 | 94.776 | 3.057 | 2.650 | 3.870 | 15.10 | 9.47 |
| SEP | 2018 | 176.760 | 7.318 | -12.310 | 31.744 | 128.651 | 4.150 | 5.434 | 81.298 | 2.710 | 2.745 | 3.690 | 3.60 | 7.59 |
| TOTAL | | 2138.091 | | -113.260 | 146.533 | 1855.859 | | | 927.193 | | | | 57.38 | 53.94 |
| MIN | | 97.870 | 5.120 | | | 121.299 | 3.913 | 4.857 | 67.748 | 2.235 | 2.321 | 2.511 | 106.4 % | |
| MAX | | 250.743 | 9.154 | | | 193.041 | 6.322 | 7.328 | 94.776 | 3.057 | 2.753 | 5.341 | % of Average Rainfall | |
| ANN. AVG DAY | | 5.858 | | OP-15 Stored 143.760 | Recovered 0.000 | | 5.085 | | | 2.540 | | | | |
| GALS/ERU | | 261 | | | | | 227 | | | 150 | | | | |

ROLLING 3 MONTH AVERAGE OF WASTEWATER FLOWS(MGD)= 2.745

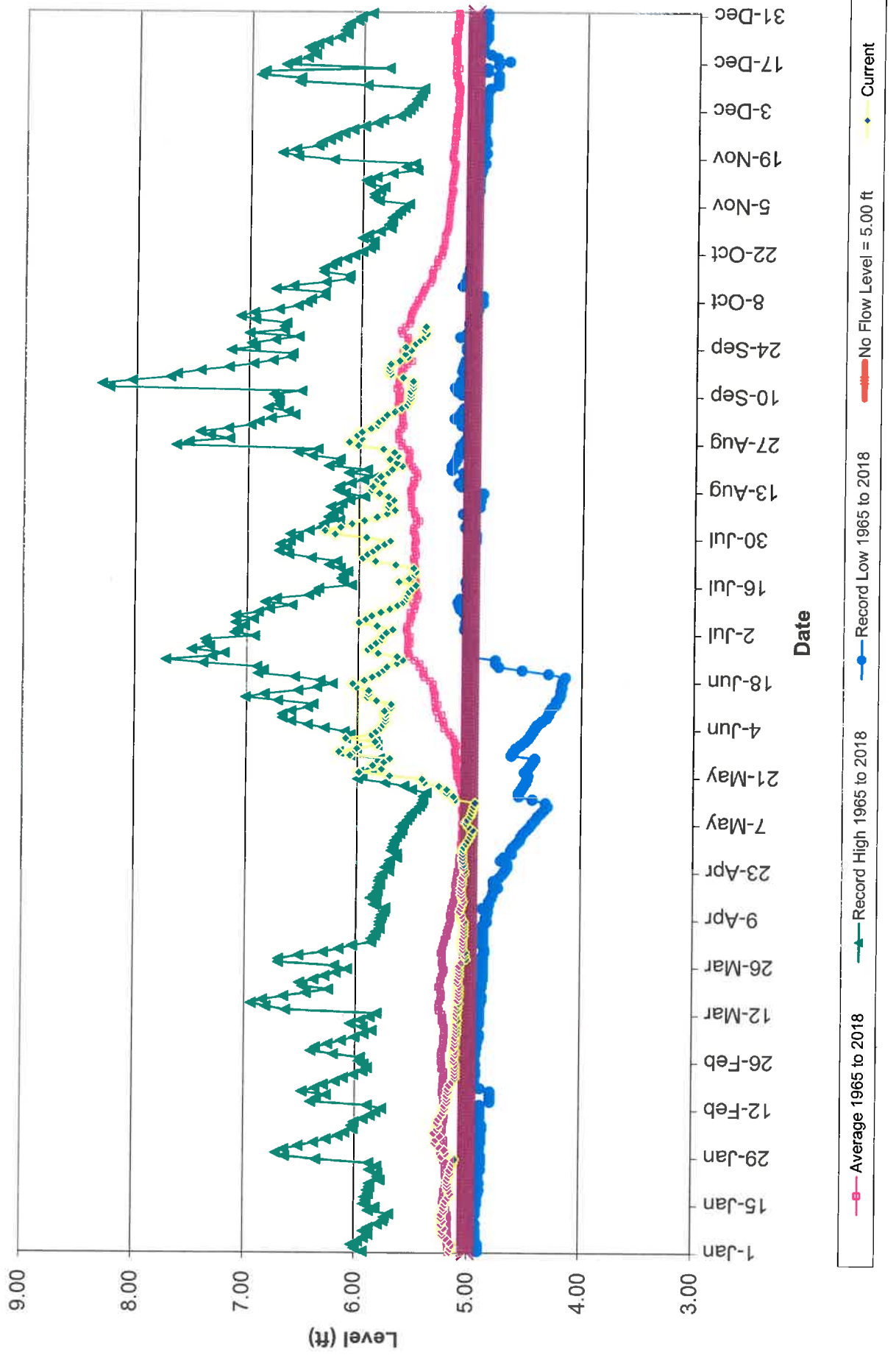
| | THIS MONTH | LAST 1 | LAST 2 |
|-----------|------------|--------|--------|
| AVG (MGD) | 2.710 | 3.057 | 2.469 |

ROLLING 3 MONTH AVERAGE OF RAW WATER FLOWS (MGD)= 6.844

| | THIS MONTH | LAST 1 | LAST 2 |
|-----------|------------|--------|--------|
| AVG (MGD) | 5.892 | 6.835 | 7.806 |

- NOTES:
 ERU= Equivalent Residential Unit; MG=Million Gals; MGD= Million Gals per Day.
 SWFWMD (Water Use Permit) WUP 200871.05
 5.358 MGD Average; 6.901 MGD Peak Month Average.
 ^ Flow MGD Based on Monthly Average Daily Flow Over The Dam
 ~ Unofficial Rainfall Reported
 * Provisional Data- Subject to change

SHELL CREEK RESERVOIR LEVELS



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10/22/2018

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Reports*

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Funds:

Recommended Action:

Summary:

Department/Division:

| |
|------------------------------|
| EXHIBITS: |
| 1. CC Action |

Utilities Items on City Council Agenda

September 17, 2018

No Utilities this agenda

October 3, 2018

No Utilities this agenda

October 17, 2018

No Utilities this agenda