

**MINUTES
UTILITY ADVISORY BOARD
CITY OF DUNNELLON
JULY 18, 2016 AT 3:00 P.M.**

Chairman, Hugh Lochrane, called the meeting to order and led the Pledge of Allegiance.

PROOF OF PUBLICATION The agenda was posted on the City's website and City Hall Bulletin Board on Friday, July 15, 2016.

ROLL CALL The following board members answered present: Hugh Lochrane, Burt Eno, Tom Brady, William Descalzi, Jim Hicklin, Denise Rondeau, Cynthia Williams, Alan Wise

STAFF PRESENT: Jan Smith, Teresa Malmberg

1. APPROVAL OF MINUTES No minutes.

2. FLORIDA RURAL WATER ASSOCIATION - TOM GUSTAFSON

a. Status of Rate Study – Mr. Gustafson reported the study is a work in progress pending final budget numbers and capital expenses.

b. Estimated time for Operation Analysis (ref. FRWA letter dated 6/9/2016) - Mr. Gustafson anticipates completion September/October.

c. Update on any conclusions relative to water loss – Discussion of possibilities and whether or not the loss is in the billing data somewhere. City staff is working toward having the billing and reporting data analyzed.

d. Assistance with finding Utilities Director – Jan Smith noted that this position is not currently in the budget.

3. KIMLEY -HORN INDIVIDUAL PROJECT ORDER (IPO) NUMBER 53

Members discussed the sewer plant at Juliette Falls. Kimley-Horn will move forward with preparing the renewal application for the operating permit.

4. RAINBOW SPRINGS INFRASTRUCTURE DEVELOPMENT PROJECT (P - 113) (AKA THE SANITARY SEWER FORCE MAIN PROJECT)

a. Project Summary w/Map; b. Proposed letter to Southwest Florida Water Management District (SWFWMD); c. Kimley-Horn IPO 55; and d. Emails between Paul Marraffino and Rick Hancock pertaining to this project.

Members discussed the project's impact on City, the City's responsibility, in-fill possibilities, County's interest, and the condition and responsibility for the systems to be taken off-line.

5. FINANCE AND BUDGET ITEMS – Jan Smith reviewed the FY2016 YTD Budget Summary - Water/Sewer; the Reserve Accounts Status Report; and the FY2017 Proposed Budget - Enterprise Funds. Members discussed. It was noted that the rates will stay the same.

6. OPERATIONS DEPARTMENT UPDATES

Members discussed that the Rainbow Springs water main connection is expected to be completed on August 10, 2016.

Members discussed that the radio read meters continue to be installed as old meters need to be replaced. A plan for mass installation is in the works for FY2017. Staff is looking at options of going out to bid or piggybacking on a contract from another municipality. Funds are budgeted for FY2017.

7. RIO VISTA (RV) WASTEWATER TREATMENT PLANT DECOMMISSIONING

Jan Smith reported on the history and background of the 20% assessment to RV residents relating to decommissioning of the RV sewer plant. Mrs. Smith is preparing the required ordinance for this capital charge to RV Customers.

Alan Wise asked about status of the lease between City and RV of the land where the sewer plant was located to be used as a park. Mrs. Smith will investigate and get this moving.

8. PUBLIC COMMENT - None

9. ADJOURNMENT – The meeting was adjourned at 5:15 p.m.

Hugh Lochrane, Chairman

Teresa Malmberg, Admin. Coordinator