

SOUTH SANTA ROSA UTILITY SYSTEM

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GULF BREEZE, FLORIDA 32562-0640

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BOARD MEETING AGENDA

Gulf Breeze City Hall
February 9, 2015

Monday.....6:30 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES:
 - a. Regular Meeting December 8, 2014
4. REPORTS:
 - a. Financial Report
 - b. Operations Report
 - c. Engineering & Permitting
5. OLD BUSINESS
 - a. Citizen Request for Santa Rosa Park Sewer
6. NEW BUSINESS:
 - a. Professional Services for Update Capacity Analysis Report
7. PUBLIC FORUM
8. SETTING OF NEXT MEETING . . . April 13, 2015
9. ADJOURNMENT

If any person decides to appeal any decisions made with respect to any matter considered at this meeting, such person may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and any evidence upon which the appeal is to be based.

The public is invited to comment on matters before the SSRUS Board upon receiving recognition from the Chair.

SOUTH SANTA ROSA UTILITY SYSTEM
BOARD OF DIRECTORS MEETING
DECEMBER 8, 2014 - 6:30 P.M.
GULF BREEZE COMMUNITY CENTER – 800 SHORELINE DRIVE

1. **CALL TO ORDER:**

The 122ND regular meeting of the South Santa Rosa Utility System Board of Directors was called to order at 6:30 p.m., at Gulf Breeze City Hall, by Chairman Richard Snyder.

2. **ROLL CALL AND INVOCATION:**

The following Board members were present: Richard Snyder, Joe Henderson, Otto Prochaska, Terry Mills and Tom Naile. Mayor Beverly Zimmern, Bill Stanford, and Mark Meister were not present.

3. **APPROVAL OF MINUTES:**

A motion was made by Tom Naile to approve the minutes from the October 13, 2014, meeting. Terry Mills seconded. The minutes were approved unanimously.

4. **REPORTS:**

a. **FINANCE REPORT**

Thomas Lambert gave the board the financial report for October 2014 through November 2014.

b. **OPERATIONS REPORT**

Vernon Prather stated that utility operations were normal in October and November. The utility relied on supplemental water from the 11D well on the West Course and East Course well to maintain lake levels caused by warm temperatures and lack of rain.

Repairs continue to be made to sewer mains damaged by the April flood event. Damage to the sewer mains will require excavation and additional rehab. Sink holes continue to be evaluated.

SSRUS Water systems continues to be supplied by Midway Water and ECUA due to the catastrophic failure of the FRUS main transmission line. FRUS continues to research and develop new plans to replace the line and get back in service.

Attached for the Board's review were copies of the following correspondence:

SOUTH SANTA ROSA UTILITY SYSTEM
BOARD OF DIRECTORS MEETING
DECEMBER 8, 2014 - 6:30 P.M.
GULF BREEZE COMMUNITY CENTER – 800 SHORELINE DRIVE

- a) WWTP data for October 2014 and November 2014
- b) Water & Sewer Revenue Tables F/Y 2015, 2014, 2013, 2012, 2011, 2010
- c) Water and Sewer Impact Fee Tables F/Y 2015, 2014, 2013, 2012, 2011, 2010,
- d) Construction Coordinator Report

c. ENGINEERING AND PERMITTING

Thomas Lambert gave the report on engineering and in house construction projects.

5. **OLD BUSINESS:** None

6. **NEW BUSINESS:**

a. Tiger Point & Ceylon Lift Station Repair

RECOMMENDATION:

SOUTH SANTA ROSA UTILITY SYSTEM BOARD RECOMMENDS THAT THE CITY COUNCIL AWARD THE REPAIR BID TO WARRINGTON UTILITY AND EXCAVATING IN THE AMOUNT OF \$7,300.00.

Terry Mills made a motion to approve staff's recommendation. The motion was seconded by Otto Prochaska. The vote for approval was unanimous.

7. **PUBLIC FORUM:**

8. **SETTING NEXT MEETING:**

The next South Santa Rosa Utility System Board meeting will be held on Monday, February 9, 2015, at 6:30 p.m.

9. **ADJOURNMENT:** 7:30 P.M.

ATTESTED TO:



Leslie A. Guyer, City Clerk

SSRUS FINANCIAL SUMMARY
F/Y 2015 PERIOD 4 FINANCIAL COMPARISON
OCTOBER 2014 THROUGH JANUARY 2015

February 2015

WATER & SEWER BREAKDOWN

Description	FY2015 Actual YTD	FY2015 Budget YTD		FY2014 Actual YTD	
WATER					
<i>Revenue</i>					
Service Charges	532,506	578,000	-7.9%	575,291	-7.4%
Impact Fees					
Miscellaneous	4,439	8,333	-46.7%	8,598	-48.4%
Special Assessment	120	-	0.0%	-	0.0%
TOTALS	537,065	586,333	-8.40%	583,889	
<i>Expenses</i>					
Salaries	110,151	120,726	-8.8%	124,035	-11.2%
Operating	13,421	18,367	-26.9%	23,022	-41.7%
Repairs & Maintenance	35,743	15,833	125.7%	7,237	393.9%
Contractual	152,279	163,167	-6.7%	122,863	23.9%
Utilities	20,556	14,667	40.2%	11,159	84.2%
Debt Service	-	37,692	0.0%	2,891	-100.0%
Capital	-	4,000	0.0%	6,835	-100.0%
Transfers	22,608	30,513	-25.9%	29,369	-23.0%
TOTALS	354,757	404,964	-12.4%	327,410	
WATER NET GAIN/(LOSS)	182,308	181,369		256,479	
SEWER					
<i>Revenue</i>					
Service Charges	1,070,964	1,010,667	6.0%	1,091,083	-1.8%
Impact Fees					
Miscellaneous	176,448	254,354	-30.6%	231,833	-23.9%
Special Assessment	-	-	0.0%	-	0.0%
TOTALS	1,247,412	1,265,021	-1.39%	1,322,916	
<i>Expenses</i>					
Salaries	353,562	354,713	-0.3%	308,034	14.8%
Operating	75,175	79,600	-5.6%	79,380	-5.3%
Repairs & Maintenance	93,207	70,667	31.9%	74,481	25.1%
Contractual	43,180	47,667	-9.4%	46,807	-7.7%
Utilities	81,096	102,667	-21.0%	72,393	12.0%
Debt Service	(98,901)	443,125	-122.3%	763,376	-113.0%
Capital	154,926	220,167	-29.6%	2,010	7609.7%
Transfers	45,217	61,026	-25.9%	58,738	-23.0%
TOTALS	747,461	1,379,630	-45.8%	1,405,218	
SEWER NET GAIN/(LOSS)	499,951	(114,610)		(82,302)	

SSRUS FINANCIAL SUMMARY - 4 MONTH YTD (Oct 14-Jan 15)
OPERATIONAL AND CAPITAL SUMMARIES

Description	FY2015 Actual YTD	FY2015 Budget YTD		FY2014 Actual	
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OPERATIONAL SUMMARY (Includes transfers)					
REVENUE	1,206,306	1,251,515	-3.6%	1,289,000	-6.4%
WATER EXPENSE	354,757	363,272	-2.3%	317,684	11.7%
SEWER EXPENSE	691,436	716,339	-3.5%	639,833	8.1%
EXPENSE TOTAL	<u>1,046,193</u>	<u>1,079,611</u>	-3.1%	<u>957,517</u>	9.3%
NET GAIN	160,113	171,904	-6.9%	331,483	
CAPITAL & DEBT SERVICE SUMMARY					
REVENUE	578,170	599,839	-3.6%	617,805	-6.4%
WATER EXPENSE	0	41,692	-100.0%	9,726	-100.0%
SEWER EXPENSE	56,025	663,291	-91.6%	765,385	-92.7%
EXPENSE TOTAL	<u>56,025</u>	<u>704,983</u>	-92.1%	<u>775,111</u>	-92.8%
NET GAIN	522,145	-105,145	88.4%	-157,306	
OVERALL SUMMARY					
REVENUE	1,784,476	1,851,354	-3.6%	1,906,805	-6.4%
WATER EXPENSE	354,757	404,964	-12.4%	327,410	8.4%
SEWER EXPENSE	747,461	1,379,630	-45.8%	1,405,218	-46.8%
EXPENSE TOTAL	<u>1,102,218</u>	<u>1,784,594</u>	-38.2%	<u>1,732,629</u>	-36.4%
NET GAIN	682,258	66,760		174,177	

Unrestricted Cash 104.10-00	\$ 1,929,809.42
Debt Service Restricted 104.16-03	\$ 1,253,339.67
Total Cash	\$ 3,183,149.09
- (Impact Fee Reserve)	\$ (1,399,025.75)
OPERATIONAL AVAILABLE CASH	\$ 1,784,123.34

**SSRUS FINANCIAL SUMMARY - 4 MONTH YTD (Oct 14-Jan 15)
OUTSTANDING CAPITAL/MAJOR PROJECT EXPENSE APPROVAL**

PROJECT	ORIGINAL BUDGET	REVISED BUDGET	FUNDING NET CHANGE	SPENT TO DATE	BOARD APPROVAL
FY2013					
Lift Station Modification	70,000		70,000		
Water Main Replacement	80,000		80,000		
TOTALS	150,000	0	150,000	0	
FY2014					
Lift Station Modification	65,000		65,000		
Sewer Pump (80% of \$35k)	28,000		28,000		
Water Crew Equipment	21,500		21,500		
Aerobic Digester	80,000		80,000		
TOTALS	194,500	0	194,500	0	
FY2015					
Inflow/Infiltration Repairs	100,000		100,000		
Rehab North Plant:	500,000		500,000		
Automation project at ERS fields	30,000		30,000		
Chlorine feed system: \$4,500	4,500		4,500		
Garage for the centrifuge	4,500		4,500		
Pressure maintainer pump system for the west course pump house	4,500		4,500		
Perimeter Fencing	13,000		13,000		
Mixer 4hp	4,000		4,000		
TOTALS	660,500	0	660,500	0	



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager
FROM: Vernon L. Prather, Director of Public Services *V.P.*
RE: SSRUS Operations Report
DATE: February 06, 2015

Utility operations were normal in December 2014 and January 2015. Spray fields were operated to maintain lake levels since demand for reclaim was lower due to cooler temperatures and rain.

Repairs continue to be made to sewer mains due to the flooding that occurred in April 2014. The sink holes are evaluated and selected for compaction and pavement if no defects are found. Damage to sewer mains will require excavation and additional rehabilitation to complete.

We experienced two (2) Reclaim Water main breaks during this period:

- 12" reclaim; Hwy 98 @ Pensacola State College
- 16" reclaim; near WWTP

Both of these repairs were very intensive and required the use of outside contractors in order to effect repairs and return the system to operation.

As a reminder, the SSRUS Water System continues to be supplied by Midway Water and ECUA as our normal water supplier Fairpoint Regional experienced a catastrophic failure of their 24" transmission main located underneath East Bay in April 2014. The first attempt at inserting a slightly smaller pipe and using the existing pipe as a casing was unsuccessful.

Fairpoint has hired a new contractor and work is underway to slip-line the transmission main. They plan to resume water production in April 2015.

The WWTP flow was 1.431 mgd, for Dec. 2014 and 1.526 mgd for Jan. 2015. The Golf Course flow for this same time period was .591 mgd and 1.070 mgd. Overall the reclaim system has remained balanced with activation of spray fields.

Since utility operations are influenced by rain fall, staff is providing last 7 years of yearly rainfall as recorded at the WWTP:

2007 = 81.97"
 2008 = 54.29" 1st quarter data
 2009 = 83.02" 20.14"
 2010 = 66.90" 17.49"
 2011 = 45.80" 12.45"
 2012 = 81.20" 10.57"
 2013 = 82.84" 16.86"
 2014 = 92.48" 24.22"

SSRUS increased/decreased the customer base as follows:

Billed water customers: (pre-Ivan 4383)					Billed sewer customers: (pre-Ivan 5402)				
(- 1.7 % since Ivan)					(+15.7 % since Ivan)				
Dec 14	4270	Dec 13	4176	2.2%	Dec 14	6212	Dec 13	6027	3.1 %
Jan 15	4310	Jan 14	4187	2.9%	Jan 15	6253	Jan 14	6040	3.5%

Water revenue:

Dec 14	\$127,209 / 4270 = \$29.79 /customer	Dec 13	\$114,911 /4176 = \$27.52 /customer
Jan 15	\$124,103 / 4310 = \$28.79 /customer	Jan 14	\$118,885 /4187 = \$28.39 /customer

Sewer revenue:

Dec 14	\$250,697 / 6212 = \$40.36 /customer	Dec 13	\$211,826 / 6027 = \$35.15 /customer
Jan 15	\$249,380 / 6253 = \$39.88 /customer	Jan 14	\$237,110 / 6040 = \$39.26 /customer

Attached for the Board's review are copies of the following correspondence:

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- b) Water & Sewer Revenue Tables F/Y 2015, 2014, 2013, 2012, 2011, 2010, 2009
- c) Water & Sewer Impact Fee Tables F/Y 2015, 2014, 2013, 2012, 2011, 2010, 2009
- d) Construction Coordinator Report
- e) Technology Fee Memo

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SSRUS WWTP DATA
December 2014

DATE	WWTP FLOW (MGD)	SUPPL FLOW DW, & #11D & MW#1 (MGD)	TOTAL COURSE IRRIG (MGD)	WEST COURSE (MGD)	EAST COURSE (MGD)	EAST* COURSE WELL	EASTERN REUSE SITE	REUSE CSTMR'S (MGD)	LAKE LEVEL (FT)	RAIN FALL (IN)	RAIN FALL FLOW
1	1.449	var.	var.	var.	var.	var.	var.	var.	6.6	0.30	0.04
2	1.418	var.	var.	var.	var.	var.	var.	var.	6.5	0.20	0.02
3	1.473	var.	var.	var.	var.	var.	var.	var.	6.4	0.00	0.00
4	1.384	var.	var.	var.	var.	var.	var.	var.	6.4	0.20	0.02
5	1.393	var.	var.	var.	var.	var.	var.	var.	6.3	0.20	0.02
6	1.445	var.	var.	var.	var.	var.	var.	var.	6.3	0.00	0.00
7	1.448	var.	var.	var.	var.	var.	var.	var.	6.2	2.00	0.25
8	1.388	var.	var.	var.	var.	var.	var.	var.	6.2	0.00	0.00
9	1.376	var.	var.	var.	var.	var.	var.	var.	6.1	0.00	0.00
10	1.322	var.	var.	var.	var.	var.	var.	var.	6.0	0.00	0.00
11	1.431	var.	var.	var.	var.	var.	var.	var.	6.1	0.00	0.00
12	1.331	var.	var.	var.	var.	var.	var.	var.	6.2	0.00	0.00
13	1.399	var.	var.	var.	var.	var.	var.	var.	6.6	0.00	0.00
14	1.342	var.	var.	var.	var.	var.	var.	var.	6.6	0.00	0.00
15	1.475	var.	var.	var.	var.	var.	var.	var.	6.8	0.00	0.00
16	1.390	var.	var.	var.	var.	var.	var.	var.	6.4	0.09	0.01
17	1.415	var.	var.	var.	var.	var.	var.	var.	6.6	0.00	0.00
18	1.471	var.	var.	var.	var.	var.	var.	var.	6.8	0.00	0.00
19	1.430	var.	var.	var.	var.	var.	var.	var.	6.1	0.00	0.00
20	1.382	var.	var.	var.	var.	var.	var.	var.	6.2	0.55	0.07
21	1.457	var.	var.	var.	var.	var.	var.	var.	6.4	0.22	0.03
22	1.474	var.	var.	var.	var.	var.	var.	var.	6.6	0.40	0.05
23	1.590	var.	var.	var.	var.	var.	var.	var.	7.1	1.00	0.12
24	1.622	var.	var.	var.	var.	var.	var.	var.	6.6	1.90	0.23
25	1.374	var.	var.	var.	var.	var.	var.	var.	6.8	0.00	0.00
26	1.340	var.	var.	var.	var.	var.	var.	var.	6.8	0.00	0.00
27	1.443	var.	var.	var.	var.	var.	var.	var.	7.3	0.00	0.00
28	1.461	var.	var.	var.	var.	var.	var.	var.	7.3	0.04	0.00
29	1.480	var.	var.	var.	var.	var.	var.	var.	7.5	0.44	0.05
30	1.477	var.	var.	var.	var.	var.	var.	var.	7.5	0.00	0.00
31	1.481	var.	var.	var.	var.	var.	var.	var.	6.8	0.00	0.00
Max Day	44.361	0.000	18.312	7.142	11.170	0.000	1.410	20.237	5.400	7.540	0.92
AVG	1.622								0		
	1.431	0.000	0.591	0.230	0.360	0.000	0.045	0.653	6.35	0.243	0.030
Golf Course Average Irrigation			0.591								
*Includes East Course Well											

WWTP FLOW + RAIN FLOW + suppl flow - IRRIG - ERS - REUSE - LAKE GAIN = PERC
 Avg 1.431 0.030 0.000 -0.591 -0.045 -0.653 -0.009 = 0.162 MGD
 (= TOTAL FLOW)
 (1.461)

Lake Level (12/31) - Lake Level (11/30) = Lake Gain
 6.8 6.6 0.2 ft.
 81.6 79.2 2.4 in.

ADDITIONAL COMMENTS:

1 Rain Fall Flow equals 1.22662x100,000 MG per inch of rain fall.

2.400 in.
 0.294 mg.
 0.009 mgd

Formula	
WWTP FLOW	1.431
RAIN FLOW	0.030
suppl flow	0.000
- IRRIG	0.591
- ERS	0.045
0 - REUSE	0.653
- LAKE GAIN	0.009
PERC:	0.162

SSRUS	FY 2015	REVENUE										Over/Short YTD
		Water Dollars	Water Consume (1000 gal)	Water Customers	Sewer Dollars	Sewer Consume (1000 gal)	Sewer Customers	Misc. Charges	Total Dollars YTD	Budget Req-mnts YTD		
	Oct-14	\$133,741			\$260,061				\$393,802	\$387,500		\$6,302
	Nov-14	\$139,741			\$283,372				\$816,914	\$775,000		\$41,914
	Dec-14	\$127,262			\$250,697				\$1,194,873	\$1,162,500		\$32,373
	Jan-15	\$124,079			\$249,380				\$1,568,332	\$1,550,000		\$18,332
	Feb-15											
	Mar-15											
	Apr-15											
	May-15											
	Jun-15											
	Jul-15											
	Aug-15											
	Sep-15											
	TOTALS	\$524,822			\$1,043,510							
	AVG.	\$131,205	#DIV/0!	#DIV/0!	\$260,878	#DIV/0!	#DIV/0!	#DIV/0!				

Water monthly requirement \$141,667
Sewer monthly requirement: \$245,833
\$387,500

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88RUS	FY 2012	REVENUE										Total Dollars YTD	Budget Req-mnts YTD	Over/Short YTD
		Water Dollars	Water Consump (1000 gal)	Water Customers	Sewer Dollars	Sewer Consump (1000 gal)	Sewer Customers	Misc. Charges						
	Oct-11	\$120,583	23,336	4,185	\$226,012	32,860	5,858	\$356	\$346,960	\$337,083	\$9,867			
	Nov-11	\$128,888	25,763	4,183	\$230,111	33,773	5,860	\$373	\$706,101	\$674,166	\$31,936			
	Dec-11	\$120,189	23,070	4,183	\$223,347	32,112	5,870	\$380	\$1,049,997	\$1,011,248	\$38,749			
	Jan-12	\$111,798	19,012	4,184	\$217,784	29,212	5,881	\$340	\$1,379,897	\$1,348,331	\$31,566			
	Feb-12	\$125,139	23,719	4,159	\$225,409	30,388	5,870	\$688	\$1,731,103	\$1,686,414	\$45,689			
	Mar-12	\$120,734	20,851	4,178	\$218,889	28,778	5,891	\$654	\$2,071,081	\$2,022,497	\$48,584			
	Apr-12	\$128,983	23,992	4,200	\$239,988	33,871	5937	\$520	\$2,440,680	\$2,358,579	\$81,000			
	May-12	\$128,888	23,995	4,201	\$238,384	33,370	5927	\$778	\$2,808,610	\$2,686,862	\$111,948			
	Jun-12	\$137,488	27,193	4,184	\$250,549	36,401	5922	\$885	\$3,187,311	\$3,033,745	\$153,567			
	Jul-12	\$131,489	25,138	4,188	\$248,672	36,882	5941	\$870	\$3,578,123	\$3,370,828	\$207,295			
	Aug-12	\$139,191	27,853	4,188	\$253,693	37,178	5,932	\$413	\$3,971,420	\$3,707,910	\$263,509			
	Sep-12	\$123,883	22,115	4,193	\$232,273	31,744	5958	\$835	\$4,328,210	\$4,044,983	\$283,217			
	TOTALS	\$1,518,981			\$2,804,889			\$8,380						
	AVG.	\$126,415	23,836	4,184	\$233,739	32,945	5904	\$530						

Water monthly requirement
 \$120,702
 Sewer monthly requirement:
 \$218,361
 \$337,083

Water monthly requirement
 Sewer monthly requirement:

SRUS	FY 2011	REVENUE										Over/Short YTD
		Water Dollars	Water Consump (1000 gal)	Water Customers	Sewer Dollars	Sewer Consump (1000 gal)	Sewer Customers	Misc. Charges	Total Dollars YTD	Budget Req-mnts YTD		
	Oct-10	\$128,822	28,177	4179	\$230,280	35,835	5840	\$503	\$359,584	\$324,275	\$35,309	
	Nov-10	\$121,805	23,788	4184	\$220,313	37,530	5827	\$481	\$701,983	\$648,550	\$53,434	
	Dec-10	\$113,988	20,827	4171	\$214,514	29,974	5840	\$540	\$1,031,025	\$972,824	\$58,201	
	Jan-11	\$118,331	22,385	4177	\$220,274	31,384	5886	\$405	\$1,370,035	\$1,297,088	\$72,948	
	Feb-11	\$116,958	21,870	4167	\$212,626	29,508	5840	\$510	\$1,700,129	\$1,621,374	\$78,755	
	Mar-11	\$111,149	19,556	4187	\$208,288	27,538	5863	\$575	\$2,018,141	\$1,945,649	\$72,492	
	Apr-11	\$119,520	22,877	4184	\$218,832	30,659	5829	\$175	\$2,356,668	\$2,269,923	\$86,744	
	May-11	\$125,907	25,199	4193	\$239,789	36,334	5888	\$943	\$2,723,308	\$2,684,188	\$39,120	
	Jun-11	\$136,886	29,201	4178	\$264,859	40,043	5840	\$688	\$3,115,439	\$2,918,473	\$196,966	
	Jul-11	\$136,848	29,039	4188	\$246,763	38,427	5853	\$350	\$3,501,367	\$3,242,748	\$258,640	
	Aug-11	\$134,752	28,528	4209	\$247,638	38,149	5887	\$1,301	\$3,886,080	\$3,567,022	\$319,057	
	Sep-11	\$132,878	27,604	4178	\$243,495	37,261	5850	\$550	\$4,262,002	\$3,891,297	\$370,705	
	TOTALS	\$1,497,643			\$2,757,440			\$6,920				
	AVG.	\$124,804	24,743	4178	\$229,787	34,371	5850	\$577				

Water monthly requirement
Sewer monthly requirement:

\$117,500
\$208,775
\$324,275

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88RUS	FY 2010	REVENUE										Total Dollars YTD	Budget Req-mnts YTD	Over/Short YTD
		Water Dollars	Water Consump (1000 gal)	Water Customers	Sewer Dollars	Sewer Consump (1000 gal)	Sewer Customers	Misc. Charges						
	Oct-09	\$129,824	29,711	4209	\$216,078	37,060	5836	\$720	\$345,621	\$318,717	\$26,904			
	Nov-09	\$118,752	22,551	4189	\$204,876	29,284	5772	\$363	\$669,612	\$637,433	\$32,178			
	Dec-08	\$118,722	21,711	4194	\$208,816	28,797	5779	\$710	\$992,868	\$958,160	\$36,709			
	Jan-10	\$118,887	22,810	4191	\$211,322	30,860	5776	\$776	\$1,323,844	\$1,274,867	\$48,977			
	Feb-10	\$119,651	22,801	4183	\$203,679	29,072	5752	\$472	\$1,647,546	\$1,593,663	\$53,882			
	Mar-10	\$109,447	19,032	4182	\$191,003	26,884	5752	\$477	\$1,948,473	\$1,912,300	\$36,173			
	Apr-10	\$117,698	22,278	4174	\$207,606	27,011	5761	\$586	\$2,274,251	\$2,231,017	\$43,234			
	May-10	\$126,003	26,181	4179	\$220,317	33,266	5792	\$570	\$2,621,140	\$2,548,733	\$71,407			
	Jun-10	\$128,994	28,023	4186	\$229,260	36,041	5828	\$775	\$2,980,059	\$2,868,460	\$111,609			
	Jul-10	\$132,148	27,560	4180	\$232,522	36,204	5804	\$763	\$3,346,491	\$3,187,167	\$158,325			
	Aug-10	\$136,089	28,789	4200	\$241,267	38,323	5937	\$446	\$3,723,292	\$3,506,883	\$217,408			
	Sep-10	\$128,686	26,686	4186	\$223,969	34,017	5836	\$406	\$4,076,251	\$3,824,600	\$251,651			
	TOTALS	\$1,482,688			\$2,588,503			\$7,060						
	AVG.	\$123,557	24,493	4186	\$216,542	32,126	5793	\$588						

Water monthly requirement
 \$118,000
 Sewer monthly requirement:
 \$200,717
 \$318,717

Water monthly requirement
 sewer monthly requirement:

B5

3SRUS	FY 2009	REVENUE										Over/Short YTD
		Water Dollars	Water Consump (1000 gal)	Water Customers	Sewer Dollars	Sewer Consump (1000 gal)	Sewer Customers	Misc. Charges	Total Dollars YTD	Budget Req-mnts YTD		
	Oct-08	\$121,911	27,771	4227	\$202,742	35,561	5787	\$850	\$325,502	\$334,500		-\$8,988
	Nov-08	\$101,206	19,808	4201	\$169,777	26,678	5807	\$805	\$597,080	\$669,000		-\$71,910
	Dec-08	\$116,482	25,847	4214	\$188,923	24,088	5835	\$1,003	\$911,497	\$1,003,500		-\$92,003
	Jan-09	\$110,030	21,797	4194	\$188,105	29,372	5780	\$773	\$1,208,405	\$1,338,000		-\$129,595
	Feb-09	\$105,852	20,372	4198	\$179,789	27,829	5784	\$328	\$1,494,353	\$1,672,500		-\$178,147
	Mar-09	\$109,407	21,766	4179	\$180,198	30,548	5790	\$848	\$1,794,808	\$2,007,000		-\$212,394
	Apr-09	\$110,713	22,277	4171	\$189,501	30,095	5832	\$865	\$2,095,485	\$2,341,500		-\$246,015
	May-09	\$113,489	24,577	4170	\$193,805	32,913	5791	\$580	\$2,403,339	\$2,678,000		-\$272,661
	Jun-09	\$120,904	28,441	4171	\$217,927	37,934	5819	\$843	\$2,742,813	\$3,010,500		-\$267,687
	Jul-09	\$136,771	32,326	4191	\$234,534	42,416	5780	\$570	\$3,114,687	\$3,345,000		-\$230,313
	Aug-09	\$122,350	28,666	4191	\$207,498	35,118	5772	\$768	\$3,445,302	\$3,679,500		-\$234,198
	Sep-09	\$46,443	8,708	1881	\$125,461	19,273	3813	\$40	\$3,617,248	\$4,014,000		-\$396,754
	TOTALS	\$1,315,537			\$2,294,240			\$7,470	\$23,750,324			
	VG.	\$109,628	23,363	3997	\$191,187	30,969	5633	\$623	\$ 1,979,194			

Water monthly requirement \$126,500
Sewer monthly requirement \$208,000
Total monthly requirement \$334,500

NOTE: January 2009 includes water and sewer rate increases

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SSRUS MONTHLY IMPACT FEES - 2015

MONTH	WATER	SEWER	YTD WATER	YTD SEWER	YTD TOTAL	BUDGETED	OVER/UNDER
October-14	\$25	\$3,375	\$25	\$3,375	\$3,400	\$0	\$3,400
November-14	\$2,250	\$14,300	\$2,275	\$17,675	\$19,950	\$0	\$19,950
December-14	\$3,550	\$22,100	\$5,825	\$39,775	\$45,600	\$0	\$45,600
January-15	\$4,150	\$13,775	\$9,975	\$53,550	\$63,525	\$0	\$63,525
February-15							
March-15							
April-15							
May-15							
June-15							
July-15							
August-15							
September-15							
Avg.							

Water tap annual requirement: \$0 Monthly \$0
 Sewer tap annual requirement: \$0 Monthly \$0
 Combined annual requirement: \$0 Monthly \$0

SSRUS MONTHLY IMPACT FEES - 2014

MONTH	WATER	SEWER	YTD WATER	YTD SEWER	YTD TOTAL	BUDGETED	OVER/UNDER
October-13	\$5,875	\$60,550	\$5,875	\$60,550	\$66,425	\$0	\$66,425
November-13	\$12,750	\$17,150	\$18,625	\$77,700	\$96,325	\$0	\$96,325
December-13	\$4,500	\$45,600	\$23,125	\$123,300	\$146,425	\$0	\$146,425
January-14	\$4,500	\$10,400	\$27,625	\$133,700	\$161,325	\$0	\$161,325
February-14	\$9,000	\$29,900	\$36,625	\$163,600	\$200,225	\$0	\$200,225
March-14	\$11,250	\$45,500	\$47,875	\$209,100	\$256,975	\$0	\$256,975
April-14	\$500	\$36,400	\$48,375	\$245,500	\$293,875	\$0	\$293,875
May-14	\$8,575	\$29,375	\$56,950	\$274,875	\$331,825	\$0	\$331,825
June-14	\$1,550	\$16,421	\$58,500	\$291,296	\$349,796	\$0	\$349,796
July-14	\$7,925	\$28,600	\$66,425	\$319,896	\$386,321	\$0	\$386,321
August-14	\$20,250	\$52,000	\$86,675	\$371,896	\$458,571	\$0	\$458,571
September-14	\$2,250	\$29,375	\$88,925	\$401,271	\$490,196	\$0	\$490,196
Avg.							

Water tap annual requirement: \$0 Monthly
 Sewer tap annual requirement: \$0 Monthly
 Combined annual requirement: \$0 Monthly

SSRUS MONTHLY IMPACT FEES - 2013

MONTH	WATER	SEWER	YTD WATER	YTD SEWER	YTD TOTAL	BUDGETED	OVER/UNDER
October-12	\$2,250	\$13,100	\$2,250	\$13,100	\$15,350	\$0	\$15,350
November-12	\$0	\$9,900	\$2,250	\$23,000	\$25,250	\$0	\$25,250
December-12	\$2,250	\$7,750	\$4,500	\$30,750	\$35,250	\$0	\$35,250
January-13	\$0	\$38,300	\$4,500	\$70,050	\$74,550	\$0	\$74,550
February-13	\$0	\$12,000	\$4,500	\$82,050	\$86,550	\$0	\$86,550
March-13	\$0	\$71,600	\$4,500	\$153,650	\$158,150	\$0	\$158,150
April-13	\$14,075	\$52,200	\$18,575	\$206,650	\$224,425	\$0	\$224,425
May-13	\$3,425	\$24,200	\$22,000	\$230,050	\$252,050	\$0	\$252,050
June-13	\$2,250	\$22,575	\$24,250	\$252,625	\$276,875	\$0	\$276,875
July-13	\$3,525	\$9,800	\$27,775	\$262,425	\$290,200	\$0	\$290,200
August-13	\$2,250	\$15,975	\$30,025	\$278,400	\$308,425	\$0	\$308,425
September-13	\$1,687	\$17,275	\$31,712	\$295,675	\$327,387	\$0	\$327,387
Avg.							

Water tap annual requirement: \$0 Monthly \$0
 Sewer tap annual requirement: \$0 Monthly \$0
 Combined annual requirement: \$0 Monthly \$0

SSRUS:MONTHLY IMPACT FEES - 2012

MONTH	WATER	SEWER	YTD WATER	YTD SEWER	YTD TOTAL	BUDGETED	OVER/UNDER
October-11	\$0	\$6,600	\$0	\$6,600	\$6,600	\$0	\$6,600
November-11	\$5,626	\$33,074	\$5,626	\$38,574	\$45,199	\$0	\$46,199
December-11	\$0	\$18,624	\$5,626	\$68,088	\$81,723	\$0	\$81,723
January-12	\$76	\$28,924	\$6,700	\$83,022	\$88,722	\$0	\$88,722
February-12	\$4,500	\$50,807	\$10,200	\$133,629	\$143,829	\$0	\$143,829
March-12	\$0	\$5,900	\$10,200	\$139,529	\$149,729	\$0	\$149,729
April-12	\$0	\$38,800	\$10,200	\$178,129	\$188,329	\$0	\$188,329
May-12	\$0	\$24,400	\$10,200	\$202,629	\$212,729	\$0	\$212,729
June-12	\$10,126	\$28,776	\$20,326	\$229,304	\$249,629	\$0	\$249,629
July-12	\$0	\$20,800	\$20,326	\$250,104	\$270,429	\$0	\$270,429
August-12	\$2,250	\$21,700	\$22,576	\$271,804	\$294,379	\$0	\$294,379
September-12	\$0	\$83,184	\$22,576	\$384,988	\$387,583	\$0	\$387,583
Avg.							

Water tap annual requirement: \$0 Monthly
 Sewer tap annual requirement: \$0 Monthly
 Combined annual requirement: \$0 Monthly

SSRUS MONTHLY IMPACT FEES - 2011

MONTH	WATER	SEWER	YTD WATER	YTD SEWER	YTD TOTAL	BUDGETED	OVER/UNDER
October-10		\$1,047	\$0	\$1,047	\$1,047	\$0	\$1,047
November-10		\$3,750	\$0	\$4,797	\$4,797	\$0	\$4,797
December-10		\$6,247	\$0	\$11,044	\$11,044	\$0	\$11,044
January-11		\$48,247	\$0	\$68,291	\$68,291	\$0	\$68,291
February-11	\$4,500	\$11,448	\$4,500	\$67,737	\$72,237	\$0	\$72,237
March-11	\$4,500	\$7,047	\$9,000	\$74,784	\$83,784	\$0	\$83,784
April-11	\$1,888	\$10,622	\$10,688	\$86,308	\$95,993	\$0	\$95,993
May-11		\$11,447	\$10,688	\$88,763	\$107,440	\$0	\$107,440
June-11	\$2,250	\$88,147	\$12,938	\$184,900	\$197,837	\$0	\$197,837
July-11	\$4,500	\$31,678	\$17,438	\$216,678	\$234,018	\$0	\$234,018
August-11		\$11,343	\$17,438	\$227,922	\$245,369	\$0	\$245,369
September-11	\$2,250	\$61,951	\$19,688	\$289,873	\$309,660	\$0	\$309,660
Avg.							

Water tap annual requirement: \$0
 Sewer tap annual requirement: \$0
 Combined annual requirement: \$0

Monthly \$0
 Monthly \$0
 Monthly \$0

SSRUS MONTHLY IMPACT FEES - 2010

MONTH	WATER	SEWER	YTD WATER	YTD SEWER	YTD TOTAL	BUDGETED	OVER/UNDER
October-09	\$2,250	\$9,621	\$2,280	\$9,621	\$11,871	\$0	\$11,871
November-09	\$0	\$1,047	\$2,280	\$10,668	\$12,918	\$0	\$12,918
December-09	\$2,250	\$8,247	\$4,500	\$16,916	\$21,416	\$0	\$21,416
January-10	\$0	\$8,247	\$4,500	\$23,162	\$27,662	\$0	\$27,662
February-10	\$0	\$18,016	\$4,500	\$41,177	\$46,677	\$0	\$46,677
March-10	\$0	\$14,822	\$4,500	\$66,999	\$80,499	\$0	\$80,499
April-10	\$0	\$1,047	\$4,500	\$67,046	\$81,546	\$0	\$81,546
May-10	\$2,250	\$8,247	\$8,750	\$83,293	\$70,043	\$0	\$70,043
June-10	\$0	\$8,247	\$8,750	\$89,540	\$78,280	\$0	\$78,280
July-10	\$0	\$1,047	\$8,750	\$70,587	\$77,337	\$0	\$77,337
August-10	\$0	\$1,047	\$8,750	\$71,634	\$78,384	\$0	\$78,384
September-10	\$0	\$1,047	\$8,750	\$72,681	\$79,431	\$0	\$79,431
Avg.							

Water tap annual requirement:

Sewer tap annual requirement:

Combined annual requirement:

Monthly

Monthly

Monthly

\$0

\$0

\$0

SRUS MONTHLY IMPACT FEES - 2008

MONTH	WATER	SEWER	YTD WATER	YTD SEWER	YTD TOTAL	BUDGETED	OVER/UNDER
October-08	\$0	\$20,922	\$0	\$20,922	\$20,922	\$29,167	-\$8,245
November-08	\$0	\$1,047	\$0	\$21,969	\$21,969	\$68,333	-\$36,364
December-08	\$0	\$1,047	\$0	\$23,016	\$23,016	\$87,500	-\$64,484
January-09	\$0	\$1,047	\$0	\$24,063	\$24,063	\$116,667	-\$92,604
February-09	\$0	\$1,047	\$0	\$25,110	\$25,110	\$146,833	-\$120,723
March-09	\$0	\$1,047	\$0	\$26,167	\$26,167	\$176,000	-\$149,833
April-09	\$0	\$1,047	\$0	\$27,204	\$27,204	\$204,167	-\$176,963
May-09	\$2,250	\$8,247	\$2,250	\$33,461	\$36,701	\$233,333	-\$197,632
June-09	\$2,250	\$16,647	\$4,500	\$60,088	\$64,688	\$262,500	-\$207,902
July-09	\$0	\$1,047	\$4,500	\$61,145	\$66,645	\$291,667	-\$235,022
August-09	\$0	\$1,047	\$4,500	\$62,192	\$68,692	\$320,833	-\$252,141
September-09	\$2,250	\$61,222	\$6,750	\$103,414	\$110,164	\$350,000	-\$239,836
Avg.							

Water tap annual requirement: \$50,000
 Sewer tap annual requirement: \$300,000
 Combined annual requirement: \$350,000

Monthly \$4,167
 Monthly \$26,000
 Monthly \$28,167

MEMORANDUM

TO: Vernon L. Prather, Director of Public Services

FROM: Jon Kanzigg, Construction Coordinator

DATE: February 3, 2015

RE: Construction Report

Projects under review

1. Spring Lake Water – 0 Sewer – 240 Reuse – 0

This will be a three phase Subdivision built on Soundside Drive. Developer has hired Preble-Rish Inc. to provide Design work. We have met with the County and Engineers on 11-19-14 at the County Engineers office with Planning and Zoning as well. Project will build out somewhere around 240 single family units. It will be constructed in three phases and will be a L.P.S. sewer system. First phase will be 117 units. Force main connection will be Nantahala Road just north of the Mandavilla subdivision. **No progress since last report.**

2. Greystone Apartments Water - 0 Sewer – 156 Reuse -0

This complex will be built on highway 98 next to Saint Sylvester Catholic Church. Reuse, if used would be of limited amounts based on landscaping. This project will require its own lift station; however we may be able to remove one of our stations now in use in this process by combining flows. The Engineer is addressing our second review comments and has submitted the Natural Gas Generator specifications for our review. This will be for back-up power for the lift station. Comments on the generator size have been provided to the Engineer. **Plans are being revised in light of more wetlands issues.**

3. Pelican Bay Water – 0 Sewer - 42 Reuse 0

Redfish Point Road. Served by a central sewer system and lift station. Plans have been approved and Permits issued. Construction and site work will start in the near future. Developer is out for pricing from additional Contractors.

4. Beehive Assisted Living Facility Water-0 Sewer -16 Reuse-?

This will be a sixteen unit living facility. Located on the north side of 98 near the intersection of Kitty Hawk Drive. Facility will be served by a private lift station. Reuse use has not been determined.

5. Publix Water-0 Sewer-10 Reuse - varies

If approved by the Army Core of Engineers it will located between Tiger Point Park Road and Tiger Point Park Lane. Just east of Lowes and Walgreens. Publix will be the anchor store with three out parcels. They may house restaurants and or retail. Each out parcel will be reviewed as buildings are planned. Reuse will be used, however the irrigation plan has not been developed.

The following projects are currently under construction.

None

Projects completed since last report.

None



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager

FROM: Vernon L. Prather, Director of Public Services *V.P.*

DATE: February 5, 2015

RE: Technology Fee

On October 13, 2014, the SSRUS Board recommended the implementation of a \$2.00 per month Technology Fee for a period of five (5) years.

- The first dollar is to be used to help pay the Debt Service for the water meter upgrade recently completed by the Utility.
- The second dollar is to be designated to fund other technology projects such as:
 - a. Lift station monitoring
 - b. Leak detection on water system
 - c. Water Plant telemetry

On January 20, 2015, the City Council approved the SSRUS Board's recommendation and also implemented the \$2.00 fee for inside City utility customers.

There has been discussion that the second \$1.00 should be funded from reserves and not be placed on customers' utility bills. Only the first dollar should be implemented on the bill.

Staff presents this item as informational and seeks any additional comments the Board may have regarding the \$2.00 Technology Fee.

RECOMMENDATION: SSRUS Board take no action as the Public Hearings are complete and the City Council has implemented the Board's recommendation.



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager
FROM: Thomas E. Lambert, Assistant Director of Public Services
DATE: December 5, 2014
RE: Engineering Report

Below are the status of SSRUS engineering and in-house construction projects.

Description	Cost	Status
-------------	------	--------

GENERAL

Highway 98 Resurfacing	\$88,273.50	Cost for utility relocation because of US 98 resurfacing, so far very little of this money has been needed. One additional conflict was found, but existing funds will cover the cost.
Meter Replacement	\$4,200,000	Project is complete. FlexNet system
Ranchette Sewer Survey		Need to conduct survey in conjunction with potential stormwater improvements
Surplus Effluent Property Study		Complete, will update periodically

WATER SYSTEM

Water Main Replacement 2013	\$80,000.00	
Water Plant Modifications	\$12,000.00	
Water Crew Equipment	\$21,500.00	

SEWER COLLECTION SYSTEM

Gulf Isles Lift Station	\$150,000.00	2 Year project (FY13 \$70k, FY14 \$65K)
Sewer Portable Pump	\$28,000.00	

WASTEWATER TREATMENT

Aerobic Digester Enhancements	\$80,000.00	
Inflow/Infiltration Repairs	\$100,000.00	
Rehab North Plant:	\$500,000.00	
Automation project at ERS fields	\$30,000.00	
Perimeter Fencing	\$13,000.00	

RECLAIMED IRRIGATION SYSTEM

Reclaimed Pressure Study		Still in Process. We have also made significant changes to golf course operation. We continue to evaluate the system performance
Reclaimed Tank Grant -NFWWMD	\$690,000.00	Grant Agreement signed

-  FY 2013 Budgeted Capital
-  FY 2014 Budgeted Capital
-  FY 2015 Budgeted Capital
-  Detailed information attached



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager
FROM: Thomas E. Lambert, Assistant Director of Public Services
DATE: February 5, 2015
RE: Technology Fee Plan

CITY PROJECTS SSRUS PROJECTS

Projected Fund Use

Projected Revenue	\$326,760	\$542,880
Designated for Loan	(\$163,380)	(\$271,440)
Expenditures	\$0	\$0
Projected Expenditures	(\$25,000)	(\$25,000)
Undesignated Funding	\$138,380	\$246,440

Current Fund Status

Revenue Billed	\$5,185	\$0
Designated for Loan	(\$2,593)	\$0
Expenditures	\$0	\$0
Committed Funds	\$0	\$0
Remainder / (Deficit)	\$2,593	\$0

STATUS = Projected, Committed or Complete

Description	Cost	Status	Notes
CITY PROJECTS TOTAL COST = \$25,000.00			
Lift Station Scada Monitoring Phase I- Installing radios to collect data over the FlexNet System	\$5,000.00	<i>Projected</i>	Install 5 lift station remote monitoring systems
Lift Station Scada Monitoring Initial Setup	\$5,000.00	<i>Projected</i>	Initial setup of the FlexNet system to integrate lift station data, 1/2 cost shared
Leak Detection	\$12,000.00	<i>Projected</i>	Starter kit for portable monitoring system. 1/2 cost shared with SSRUS
Water Plant/Storage Telemetry	\$3,000.00	<i>Projected</i>	

SSRUS PROJECTS TOTAL COST = \$25,000.00			
Lift Station Scada Monitoring Phase I- Installing radios to collect data over the FlexNet System	\$5,000.00	<i>Projected</i>	Install 5 lift station remote monitoring systems
Lift Station Scada Monitoring Initial Setup	\$5,000.00	<i>Projected</i>	Initial setup of the FlexNet system to integrate lift station data, 1/2 cost shared
Leak Detection	\$12,000.00	<i>Projected</i>	Starter kit for portable monitoring system. 1/2 cost shared with City Water & Sewer
Water Plant/Storage Telemetry	\$3,000.00	<i>Projected</i>	



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager
FROM: Thomas E. Lambert, Assistant Director of Public Services
DATE: February 6, 2015
RE: Santa Rosa Park Sewer

A handwritten signature in black ink, appearing to be "T. Lambert", is written over the "FROM:" line of the memo.

The utility conducted a survey at the request of a resident and developer of the Santa Rosa Park are to determine the interest in the installation of sewer. The results of the survey showed a two to one margin against the installation of sewer. The most quoted reason for dissent was the cost of installation to be borne by property owners.

The developer has requested he be allowed to submit the project for RESTORE Act grant funding to the Santa Rosa County Restore Council. Staff suggests a resolution be developed to allow them to submit the project with support from the utility and the city.

RECOMMENDATION: SSRUS Board recommend the City Council issue a resolution of support for the submittal of the Santa Rosa Park sewer project by residents to the Santa Rosa County RESTORE Council for potential grant funding..

February 5, 2015

Dr. Richard Snyder, Chair
South Santa Rosa Utility System
1070 Shoreline Dr
Gulf Breeze, FL 32561

RE: Restore Act Request For Proposals

Dr. Snyder,

I would like to request an item be added to the next Board meeting agenda of the South Santa Rosa Utility System. I intend to respond to the request for proposal from the Santa Rosa County Local RESTORE Council (LRC). I propose to request funding to install municipal sewer system in Santa Rosa Park and Old Trail Estates subdivisions and adjacent neighborhoods.

These neighborhoods are located east of the City of Gulf Breeze and north of Naval Live Oak Reservation National Park. Over 150 homes are included in the area, all of which use onsite septic tanks. This request to your Board/Council is to support a grant to install a municipal sewer system in these neighborhoods.

I feel this proposal will meet the environmental and infrastructure criteria required by the LRC. I am requesting a letter of support to include with my submittal.

Thank for consideration of this matter. Please contact me if you have any questions.

Sincerely,



T. Roland Brown, P.E.
2132 Reservation Rd
Gulf Breeze, FL 32563
(850) 932-3665
buzzardbay@att.net

Cc: Buz Eddy, City Manager
Thomas Brown, Jr

February 5, 2015

Honorable Matt Dannheiser, Mayor
City of Gulf Breeze
1070 Shoreline Dr
Gulf Breeze, FL 32561

RE: Restore Act Request For Proposals

Mr. Mayor,

I would like to request an item be added to the next meeting agenda of the Gulf Breeze City Council. I intend to respond to the request for proposal from the Santa Rosa County Local RESTORE Council (LRC). I propose to request funding to install municipal sewer system in Santa Rosa Park and Old Trail Estates subdivisions and adjacent neighborhoods.

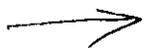
These neighborhoods are located east of the City of Gulf Breeze and north of Naval Live Oak Reservation National Park. Over 150 homes are included in the area, all of which use onsite septic tanks. This request to your Board/Council is to support a grant to install a municipal sewer system in these neighborhoods.

I feel this proposal will meet the environmental and infrastructure criteria required by the LRC. I am requesting a letter of support to include with my submittal.

Thank for consideration of this matter. Please contact me if you have any questions.

Sincerely,

T. Roland Brown, P.E.
2132 Reservation Rd
Gulf Breeze, FL 32563
(850) 932-3665
buzzardbay@att.net



Cc: Buz Eddy, City Manager
Thomas Brown, Jr



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager

FROM: Vernon L. Prather, Director of Public Services *V.P.*

DATE: February 5, 2015

RE: Professional Services to Provide
2014 Updated Capacity Analysis Report

The Utility is required to submit to the Department of Environmental Protection an Annual Capacity Analysis Report for the Wastewater Treatment Plant (WWTP).

The report is used for guidance and planning for future expansion of the WWTP.

Baskerville-Donovan has submitted a fee of \$5,000 to provide the required services in order to prepare and submit the report. The proposed fee (\$5,000) is the same amount as last year's report.

RECOMMENDATION: SSRUS Board recommend that the City Council authorize Baskerville-Donovan to prepare the 2014 Capacity Analysis Report for the lump sum fee of \$5,000.

January 13, 2015

Vernon Prather, Director of Public Services
City of Gulf Breeze
P.O. Box 640
Gulf Breeze, FL 32562

RE: 2014 Updated Capacity Analysis Report
BDI Project Number 20410.XX

Dear Mr. Prather:

We are pleased to present this proposal for professional services for preparing and submitting the 2014 Updated Capacity Analysis Report in accordance with Rule 62-600,405 F.A.C. Our scope of services shall include preparation and submittal of the report to FDEP.

We propose to perform these professional services for a lump sum fee of \$5,000.

In order to complete this report in a timely manner, the following data shall be provided by the City of Gulf Breeze:

1. Part B of the Daily Monitoring Reports for the following months, March through August 2014 and November and December 2014. These are necessary so that we can obtain average annual flows, monthly flows, average flows for each month, maximum daily flow for each month, minimum daily flow for each month and three-month average daily flows.
2. The DMR's requested above need to include influent and effluent BOD and TSS readings, not just the flow data.
3. Date the influent meter was last calibrated including name of individual performing test and company.
4. The Register.13 and .14 spreadsheets that will give me information on number of sewer customers for Gulf Breeze and SSRUS through Sept. 14 then the Register.15 spreadsheet which will give remaining data through December 2014. Patsy Mitchell has provided these spreadsheets in the past.

If there are any questions regarding this proposal, please feel free to call. Should the City accept this proposal, please sign below and return to Richard Delp at Baskerville-Donovan, Inc.

Very truly yours,
Baskerville-Donovan, Inc.

ACCEPTED FOR THE CITY OF GULF BREEZE



Richard W. Delp, CSI, CDT
Project Manager

Vernon Prather
Director of Public Services