

SOUTH SANTA ROSA UTILITY SYSTEM  
BOARD OF DIRECTORS MEETING  
FEBRUARY 10, 2014 - 6:30 P.M.

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**1. CALL TO ORDER:**

The 117<sup>th</sup> 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:**

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

**3. APPROVAL OF MINUTES:**

A motion was made by Tom Naile to approve the minutes from the December 9, 2013 meeting. Mark Meister seconded. The minutes were approved unanimously.

**4. REPORTS:**

**a. FINANCE REPORT**

Thomas Lambert gave the board the financial report for October 2013 through January 2014.

**b. OPERATIONS REPORT**

Vernon Prather stated that utility operations were normal during December and freezing conditions for January 2014. Ice Storm Leon brought two periods of freezing temps with the severest temps on January 28<sup>th</sup> – 30<sup>th</sup>. Staff prepared equipment, structures and exposed pipes. Spray fields were activated to lower lake levels due to reduced demand for reclaimed water.

Staff has applied to the Northwest Florida Water Management District for a 50% grant application for an Elevated Tank for the Reclaim System. The projected cost of this project is \$691,000 with the utility being responsible for 50%. Notification from the Water Management District has been postponed until February 2014.

The utility billing software was changed in July and the utility billing process has returned to normal schedule. Staff continues to work on various transitional issues.

The Chlorine Contact Chamber modifications are scheduled to begin in February 2014 and Conclude at the end of March 2014.

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

- a) SSRUS WWTP December 2013 and January 2014 Data
- b) Water & Sewer Revenue Tables F/Y 2014, 2013, 2012, 2011, 2010 and 2009
- c) Water and Sewer Impact Fee Tables F/Y 2014, 2013, 2012, 2011, 2010 and 2009
- d) Construction Coordinator Report

The WWTP flow for December 2013 was 1.448 MGD and 1.534 for January 2014. The Golf Course flow for this same time period was .776 MGD and .637 MGD.

Customer information is not available due to the utility conversion process.

**c. ENGINEERING AND PERMITTING**

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

**5. OLD BUSINESS:**

**a. BERGREN ROAD FORCEMAIN**

**RECOMMENDATION: SSRUS BOARD RECOMMENDS TO THE CITY COUNCIL THAT THE BERGEN ROAD FORCEMAIN BE PAID FROM THE RESERVED IMPACT FEES AND THAT THE \$95 PER ERU AID IN CONSTRUCTION FEES COLLECTED WILL BE SEQUESTERED IN THE IMPACT FEE RESERVE FUND.**

Otto Prochaska moved for approval of staff's recommendation. Mark Meister seconded. The vote was unanimous.

**b. WATERFORD SOUND REIMBURSEMENT**

**RECOMMENDATION: SSRUS BOARD RECOMMEND TO THE CITY COUNCIL THE AUTHORIZATION OF PAYMENT TO WATERFORD SOUND, LLC OF \$31,200 IN IMPACT FEE REIMBURSEMENT FROM THE RESTRICTED IMPACT FEES.**

Tom Naile moved for approval of staff's recommendation. Otto Prochaska seconded. The vote was unanimous.

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6. **NEW BUSINESS**

a. **ROTATING SCREEN PURCHASE**

**RECOMMENDATION: SSRUS BOARD RECOMMEND TO CITY COUNCIL THE PURCHASE OF A REPLACEMENT ROTATING SCREEN DRUM FOR THE HEADWORKS FROM PARKSON CORPORATION FOR A TOTAL OF \$21,024.00.**

Joe Henderson moved for approval of staff's recommendation. Otto Prochaska seconded the motion. The vote for approval was unanimous.

b. **BERGREN ROAD RECLAIMED MAIN REPAIR**

**RECOMMENDATION: SSRUS BOARD RECOMMENDS CITY COUNCIL TO AUTHORIZE WARRINGTON EXCAVATION TO REPAIR THE ERS#4 RECLAIM LINE FOR \$13,075.00.**

Mark Meister moved for approval of staff's recommendation with the condition that the quoted price includes dewatering. Tom Naile seconded. The vote for approval was unanimous.

c. **GOLF COURSE COMMUNITY IMPROVEMENTS**

**RECOMMENDATION: SSRUS BOARD RECOMMENDS TO THE CITY COUNCIL EXPENDITURE OF \$6,706 TO THE SANTA ROSA SHORES HOMEOWNERS ASSOCIATION AS PART OF THE COMMUNITY IMPROVEMENT SET ASIDE WITH THE SOURCE OF FUNDING BEING SSRUS RESERVES.**

Mark Meister moved for approval of staff's recommendation with the understanding that the Board is not responsible for the execution or completion of the work. Otto Prochaska seconded. The vote for approval was 5-1 Tom Naile dissenting. Terry Mills abstained from the vote. (A Form 8B was completed by Mr. Mills and are attached to these minutes.)

d. **RECLAIMED PROPERTY ANALYSIS**

Staff reviewed with the Board the need to release or maintain the effluent sprayfields owned by the Utility since the purchase of the Tiger Point Golf Course. The recommendation to the Board is to retain the property for future disposal use. No action taken.

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8.     **PUBLIC FORUM**

Russ Silver of 1194 Grand Point Drive, Gulf Breeze, addressed the Board in opposition of the West Golf Course expansion.

9.     **SETTING NEXT MEETING:**

The next South Santa Rosa Utility System Board meeting will be held on Monday, April 14, 2014 at 6:30 p.m.

9.     **ADJOURNMENT:** 7:40 P.M.

ATTESTED TO:

  
Leslie Guyer, City Clerk