MINUTES

CITY OF COCOA
SPECIAL CITY COUNCIL MEETING
UTILITIES WORKSHOP

March 30, 2016

A Utilities Workshop was held on Wednesday, March 30, 2016, in City Council Chambers. Cocoa City Hall, 65 Stone Street, Cocoa, Florida as publicly noticed.

I. OPENING MATTERS:

Mayor Parrish called the meeting to order at 5:35 p.m.

Councilman Blake provided the invocation and Mayor Parrish led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

Present:

Henry Parrish	Mayor
Don Boisvert	Deputy Mayor
Brenda Warner	Councilwoman
Michael Blake	Councilman
Tyler Furbish	Councilman
Anthony Garganese	City Attorney
John Titkanich	City Manager
Matt Fuhrer	Assistant City Manager
Angela Ferguson	Assistant City Clerk

Other Staff Members Present:

Jack Walsh, Utilities Director; Teri Butler, Finance Director; Ed Wegerif, Public Works Director; Lora Howell, Deputy Finance Director; Troy Howell, Superintendent, Dyal Water Treatment Plant; Chris Collier, WFO Manager; Ben Hayner, Engineering Division Manager; Robert Blossom, Maintenance Worker I, WFO; Jacob Soto, Utility Mechanic I, WFO; Bruce Christian, Maintenance Worker III, WFO; Justin Wonsch, Maintenance Worker III; Jeffrey Holder, Utility Mechanic I, WFO; Mike Moran, Utility Mechanic I, WFO; Francis Palmieri, Lead Operator, Sellers Water Reclamation; Nathan Edwards, Utility Mechanic I, WFO;

Desmond Newbold, Maintenance Worker I, WFO; Keith McElroy, Supervisor II, WFO; Donnie Howard, Supervisor II, WFO; Cassandra McCall, Associate Engineer; Brandon Cox, Supervisor II, WFO; David Roe, Mechanic II, WFO; and Andy Newsome, Lead Operator, Dyal Water Treatment Plant.

City Manager Titkanich referenced a prior council report at the February 23, 2016 meeting regarding the utility department and advised a presentation[1] regarding staffing and capital projects will be detailed.

Mr. Walsh thanked the Mayor and Council for this session. He would like to go over the item in front of them and provide updates on what was done last year as far as capital and operating projects, goals that have been set, and to speak about staffing.

Mr. Walsh provided a general overview of the various utility programs such as valve assessment, backflow, pipe assessment and repair, collection system assessment, well field assessment and repair with the assistance of a consultant, and the capital projects program with consultants CH2M Hill.

Mr. Walsh discussed in detail their operational and capital programs, highlighting the well field assessment repair program. Furthermore, he touched on the major capital projects such as pipe replacement.

Mr. Walsh went over the interactive process of assessment of various projects and how the collected data helps prioritize assets and determines what is critical to repair. He indicated that the data will spawn new programs to aid in the coming fiscal year.

Councilman Blake indicated it was a proactive approach and Mr. Walsh concurred.

Mr. Walsh explained that it was a consistent assessment of systems which constantly creates new data and provide updates to better manage the systems.

Mayor Parrish indicated that it was smart.

Mr. Walsh provided the FY 2015 valve results which indicated the exercising of 790 potable and about 400 reclaimed valves. The department fell short in some assessments due to having to pull crews to fill other positions and the tank was offline.

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[1] EXHIBIT A: Utilities Department Update Presentation

Mr. Walsh mentioned he would like to get direction from Council on whether or not to extend or continue the five year goal for the valve exercising, or to go out for a consultant to get the department caught up.

He advised that Matchpoint was hired to provide leak detection and as of September 2015, 337 miles of piping had been assessed and eight leaks were found which will be corrected. The department has since doubled the amount of pipe assessed with no other significant leaks found, and the system is in good shape. Matchpoint indicated that the amount of leaks found was well below the national standard. He further stated that the results will create capital leads and work.

Staff goals were reviewed and in-house versus hiring an outside contractor were discussed.

Mr. Walsh summarized the backflow program and results thus far. He indicated the official system started in 2014 and a consultant is helping the department with two step process of commercial and residential surveys to determine hazards.

He stated that there are 83,000 connections of which 7,000 are commercial. Those had been completed along with 14% of the residential connections. In addition, he indicated that it is not simple to install backflows because it depends on site conditions which could yield extra costs and would have to be considered in the budget.

Councilwoman Warner asked what would be considered as a residential hazard regarding the backflow installation.

In response, Mr. Walsh indicated reclaim water or a private well are considered hazards and advised that by the end of the fiscal year, all residential surveys will be completed.

Councilwoman Warner indicated that there were lots with private wells in the city.

Further discussion was held on the backflow system.

The waste water collection system was discussed in detail, and Mr. Walsh noted that Red Zone Robotics was hired to provide a tether-less robot which collected data within the sewer system. He explained how it collected that data and what was found, including blockages, cracks, and caved in piping. He pointed out that money would be needed in the future budget to execute those repairs.

Councilman Blake sought clarification on what blue smoke in the sewer was and in response, Mr. Walsh advised it is blown into the system to detect leaks and then look to see if it infiltrates residences or yards. Furthermore, he indicated smoke testing was a common practice and the smoke is not harmful.

Mr. Walsh reviewed the results of the assessment noting that some structural defects in the 65.3 miles of sewer main were found via robotic camera.

The pipe assessment program was discussed, which included segments of SR 520 to Cocoa Beach, with very few anomalies. It was estimated that the pipes have an estimated 23 years left before any replacements would need to be done. 6% of the pipe segment from Courtenay Parkway to the NASA meter north of 528 were affected but assured Council that for the short term, the city is okay.

Mr. Walsh went over the water transmission and distribution comparison for the years 2011, 2014, and 2015 and indicated that as data is compiled, the department can eliminate the unknown pipe types that exist within the system. He noted that the unknown pipes went down from 219 miles to 88 miles.

Mr. Walsh believed that the data is going in the right direction and noted that the employee's input regarding the pipes is valuable.

He reviewed the Well Field Assessment and Repair program and along with the consultant, CCI, they identified and assessed 34 wells, and the program is running really well, improving efficiency and eliminating deficiencies.

Councilman Blake inquired about salt water intrusion in the wells.

In response, Mr. Walsh advised that the wells are not located near salt water and they are above elevation so salt water is not seen, however, some saltiness that is seen is due to salt formation from millions of years ago drawn from the aquifer.

The capital projects program was discussed in detail, and Mr. Walsh highlighted the projects that were 100% completed for FY 2015, including the elevated tank coating, lift station #5, and others.

He reviewed the expenses of capital projects from 2011 and projection through 2015. He indicated 2011 was a planning year, and in 2012 valves were installed on SR 520. The expenditures were ramped up and there has been approximately $60 million in expenditures since the start of the program.

Mr. Walsh spoke about various program support consultants and contractors, and in addition, he mentioned their basic functions and what departments they support. He also added that the employees in the audience helped the department get the work done on a daily basis.

Councilman Blake asked if Mr. Walsh could report and rank CH2M Hill and in response Mr. Walsh said it has been a great relationship and it was team oriented. He felt that CH2M Hill was part of his staff and that they have been responsive and resourceful.

In regards to their resourcefulness, Mayor Parrish added that CH2MHill had long arms and assets while other companies have to lean out to get things completed.

Mr. Walsh compared actual expenditures versus what was authorized by Council noting that $4.9 million was spent of the $6 million that was authorized since the program inception in FY 2012.

The FY 2015 completed projects were discussed such as the Wewahootee project, and the elevated tank painting. He further added that the Dyal Clearwell is in the permitting process and may break ground soon. However, that will be a two and a half year or so project.

Mr. Walsh apprised Council of the capital projects currently under construction such as the Dyal elevated walkway, the Industrial Park tank, Indian River pipeline, SCADA hardware, and flocculation/sedimentation valve replacement.

Councilman Furbish asked what flocculation was and in response, Mr. Walsh defined it in simple terms.

Mayor Parrish asked how old the pipes were on Indian River Drive and Mr. Walsh responded that they were old cast iron pipes installed around 1926.

Mr. Walsh indicated hardly any complaints were lodged from citizens regarding the project.

Mayor Parrish, Councilman Furbish and Councilwoman Warner all commended the Utilities Department project.

A short discussion was held on the capacity of the new and existing storage tanks.

Mr. Walsh reviewed the asset assessments that are currently in progress such as leak detection, backflow cross connection program (which could be costly), and valve and hydrant assessments.

Mr. Walsh discussed new projects for FY 2016, which included Dyal Clearwell construction, East Peachtree Pipeline construction, Florida Avenue and Rosa L Jones pipeline construction joint project, and others.

Mr. Walsh advised that staff would meet with merchants regarding the Florida Avenue/ Rosa L. Jones project as a courtesy, to make them aware of the project.

Deputy Mayor Boisvert noted it was a good presentation as always.

Councilman Blake asked what area of the assessments the department would prioritize based on the growth of the City in the foreseeable future.

Mr. Walsh indicated that the City already renewed the consumption use permit two years ago which will essentially project out for the next twenty years but is done about every ten years. Based on that, the City is in a good place concerning capacity to provide and treat the water plus there is a cushion because of the huge contract with the federal government who does not use all the water. This is a big benefit.

Mayor Parrish indicated that God makes the water and Cocoa makes it better.

Council thanked Mr. Walsh for his presentation.

City Manager Titkanich spoke on the progress and proactivity of the programs, advising that a lot of projects and continuation of significant work was happening. He noted that the City had an amazing staff of dedicated professionals.

Capital planning and execution of projects is continuing, but there is still a lot of work to be done and they are doing a great job.

Councilman Furbish said it was very evident that staff was doing a great job based on Mr. Walsh's presentation.

City Manager Titkanich discussed in house staffing versus contracting work out. The two significant programs and their required activities, the Valve Assessment Program and Backflow Prevention Program, require considerable assessment and testing and it seemed appropriate to utilize in house staffing to address the needs as opposed to contracting it out. It could later augment with contractors short term if the need arises.

City Manager Titkanich went over the vacancy in Utilities staffing, which sits at 25, with 15 being interviewed or referred to interview, and that the department is requesting 18 positions.

Mayor Parrish and Councilman Furbish asked if the 18 was in addition to the total of the authorized 174 employees. In response, City Manager Titkanich affirmed and explained that they were needed to maintain the various programs over the next couple of years so the City could wean away from contracting the work out.

City Manager Titkanich advised that it will take time to ramp up staff and noted the cost of new staff which includes administration, engineering, management, and supervisors.

Mayor Parrish advised all to remember that employees are the number one asset and questioned why the city was down the positions.

In response, City Manager Titkanich noted that it would be discussed in the Executive Session meeting immediately following the workshop.

City Manager Titkanich reviewed the last two years turnover and pointed out that what the data does not reveal is the internal advancements in the numbers which can cause delays.

Mayor Parrish indicated he desires for the City of Cocoa to be a draw for potential employees. Councilman Furbish agreed.

City Manager Titkanich noted that market conditions are a factor and some positions in administration and engineering, such as Chief Operator, are more difficult to fill.

Councilman Furbish noted that about a month ago, Council was advised that the department was twenty people down and seemed like the whistle should have been blown and Council notified. He expressed he was not happy with that.

Mayor Parrish felt the employees were demoralized and that he wanted Cocoa to be the best employer and glad this was being addressed.

Councilman Furbish was glad that the City Manager heard Council's concerns and to keep working through the plan to fill the vacancies and prevent future vacancies.

City Manager Titkanich noted Human Resources was working hard to advertise and they are part of the solution.

Councilman Furbish felt recruiting was important.

Mayor Parrish felt like the City could be the best.

City Manager Titkanich reviewed the Utilities staffing turnover data noting that some new positions were created and some were reclassified to accommodate other staffing needs.

City Manager Titkanich advised he is seeking Council's direction for the next two years and that for mid FY 2016, he would like the current four authorized but frozen positions reclassified to match needs to total an additional eighteen full time utility employees, one full time HR coordinator that would be dedicated to recruitment, and the consolidation of the customer service representatives and cashier positions. He further noted that the FY 2017 request was for another ten full time utility positions and one full time accounting clerk, the latter of which was an adequately demonstrated need and that the Customer Service Manager's thorough study would support that.

Councilman Furbish asked if the HR Coordinator couldn't come from the Utility Fund.

In response, City Manager Titkanich indicated it would be funded by the general fund this year, but will look at the Burton and Associates study, and noted that half of what HR does is related to Utilities.

Councilman Blake asked for clarification that this was collaboration between Mr. Walsh and the City Manager. City Manager Titkanich affirmed that it was.

Councilman Blake stated that he desires what is fair and equitable, to meet deadline, and to make sure every force is heard. He further stated that he wants to make sure every member of Council is in agreement.

Councilman Blake asked Mr. Walsh, Mr. Collier, and City Manager Titkanich if they had fair and equitable input and they all affirmed that they had.

City Manager Titkanich further noted that the requests were based on meetings with Utility administration and staff.

Mayor Parrish asked Mr. Walsh if he was happy thus far and Mr. Walsh affirmed that he was.

A CONSENSUS was made that the eighteen positions would be added, the four frozen positions reclassified to match needs, and the customer service

representatives and cashier positions would be consolidated in mid FY 2016 and ten positions in utilities and one accounting clerk position would be added in FY 2017.

City Manager Titkanich spoke in detail about the 45th Space Wing/Patrick Air Force Base/Cape Canaveral Air Force Station solicitation for privatization of utilities and it would likely come forth the third quarter of FY 2016 which is now through June. He noted that it is not an inexpensive proposition and it will cost to respond to the solicitation. He further noted that that the City is working with Burton and Associates to evaluate the proposition.

Mayor Parrish asked if the Base had asked the City directly and City Manager Titkanich advised that it will be put out to bid, noting it has been under discussion for about three years.

City Manager Titkanich felt the City was well positioned and listed reasons as to on why the City should pursue it.

Councilman Furbish asked if staff thought all cities would respond and both Mr. Walsh and City Manager Titkanich indicated they may or may not but Cocoa was interested and evaluations are under way. They will come back to Council if they make a decision to proceed and notated the cost would be between $1.3 and $2 million dollars to manage the utilities at the Base.

Councilman Furbish asked if the City would have to hire more personnel and City Manager Titkanich responded in the affirmative advising it would be built in to the bid.

Councilman Blake asked what services are currently provided to the Base. City Manager Titkanich advised it was water only, and that Cocoa Beach provides the wastewater.

Councilman Blake felt that the City could corner the market if the bid was awarded.

A short discussion was held regarding line repairs and leak occurrences if the City was awarded the bid.

Councilman Blake asked about the contract duration and City Manager Titkanich advised it was a fifty year contract.

Councilwoman Warner mentioned the need for additional hiring and staffing requirements such as background checks and security clearances.

Ms. Gemmati confirmed an employee working on the Base would be held to different requirements per law.

Mayor Parrish asked City Manager Titkanich if he was looking for a consensus and in response he affirmed.

A CONSENSUS was made by Council to continue to go forward with the evaluation by Burton and Associates for the privatization of Utilities at the Airforce station.

City Manager Titkanich thanked Council, Mr. Walsh, and staff for all their efforts.

Council thanked the staff in attendance for their efforts.

III. ADJOURNMENT:

- **MOTION by Deputy Mayor Boisvert; Seconded by Councilman Furbish, to adjourn the Utilities Workshop.**

  AYES: Parrish, Blake, Warner, Boisvert, Furbish

  THE MOTION PASSED UNANIMOUSLY (5-0)

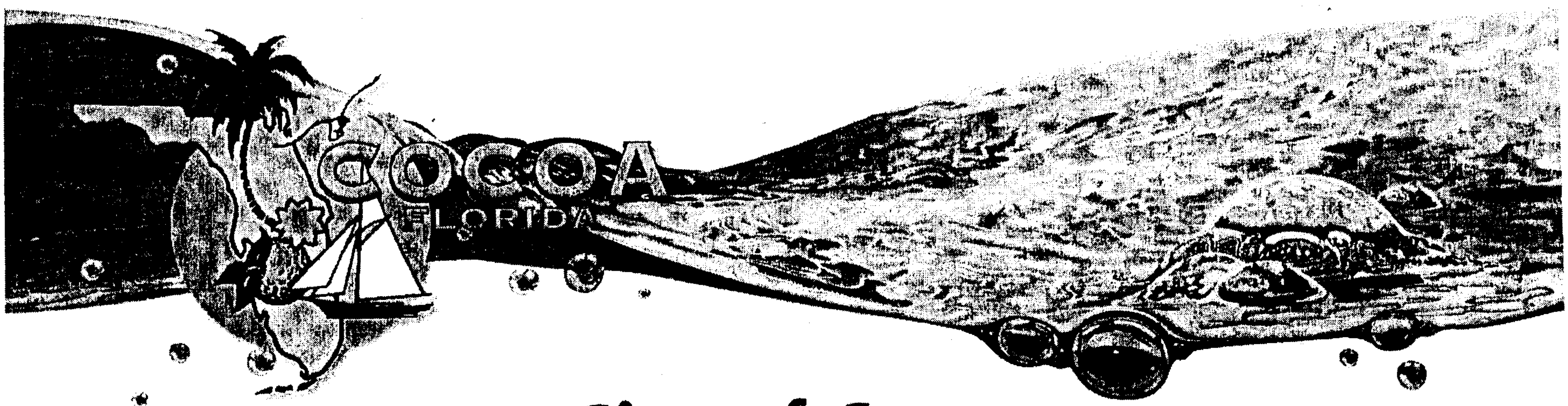
  The Utilities Workshop Meeting adjourned at 7:08 pm.

Henry U. Parrish III, Mayor

ATTEST:

Carie Sheally, City Clerk
(Transcribed by A. Ferguson, Assistant City Clerk)

EXHIBIT A:
Utilities Department Presentation
03-30-2016 Utilities Workshop



City of Cocoa
Utilities Department Update

City Council Workshop
3/30/16

John A. "Jack" Walsh, P.E.
Utilities Director

Agenda

- Review Cocoa Utilities Programs
- Review Accomplishments
- Program Support – Consultants/Contractors
- Capital Projects
- Utilities Staffing
- Discussion - Q&A

Cocoa Utilities Programs

Valve Assessment Program
- Valve Assessment/Turning
- Valve Replacement Program
- Leak Detection

Backflow Program
- Commercial
- Residential

Collection System Assessment
- Gravity sewer and manholes

Pipe Assessment/Repair Program
- Pipe Assessment
- Pipe Replacement Program

Well Field Assessment/ Repairs

Capital Projects Program

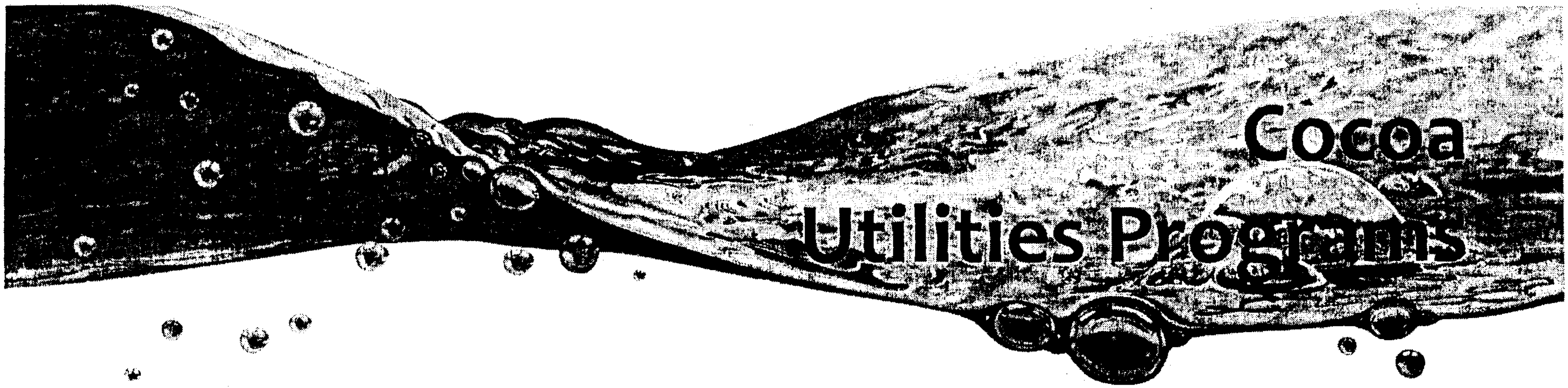
Cocoa Utilities Programs

Operational Programs

- Pipe Assessment
- Valve Assessment Program
- Valve Assessment/Turning
- Leak Detection
- Backflow Program
- Commercial Assessment and Repairs
- Residential Assessment and Repairs

Capital Programs

- Pipe Replacement
- Valve Replacement
- Pipe Replacement
- Backflow Replacement
- Backflow Replacement



Operational Program

Collection Assessment

Wellfield Assessment

Capital Programs

Gravity Pipe Installation and Repairs

Well Repairs and Construction

Iterative Process of Assessment and Construction

Assessment of Asset

Desktop Information
Testing Nondestructive
Destructive Testing

Database Management

Use of Databases
Millions of Data Points
QC/QA Data
Data Sharing

Sort Data

Refine Results
Estimated Costs
Prioritization

Leadership

POC or PM
In-house Work or Vendor/Consultant
Design and Permitting

Construction / Repairs

Capital or Operational Projects

Valve/Hydrant Replacement Program

FY2015 Valves Results:

- 790 potable water valves were exercised by Cocoa crews
- 402 reclaimed water

All asset data (valves, pipes, maintenance history) is available to crew leaders and supervisors via laptops.

Goal:

4,500 valves per year

COCOA FLORIDA

Valve/Hydrant Replacement Program

FY2015 Hydrants Results:

- Hydrants were not exercised by Cocoa crews due to tank being off line

Goal:

3,800 hydrants per year

Note: Currently Behind Schedule

Leak Detection Program

MatchPoint Services was contracted to conduct leak detection and correlation services

FY2015 Results:

- 337 miles completed
- 8 leaks detected and correlated (located)
- Staff will develop plans, specifications, and permits for in-house work, consultant and/or contractor work

Leak Detection Program

Goals:

- Staff will prepare plans, permits and other necessary items to address leaks (depending on location and complexity, repairs may be completed in-house or by contractor)

- Complete leak detection and correlation for the entire water system in FY2016

Backflow Program (AKA CCC)

Cocoa revised and updated its Backflow Program in 2013 and started its Backflow Program in August 2014

FY2015 Results:

Surveys

- Commercial Backflow Surveys – 100% complete (6,400 surveys)
  - 3,607 need additional protection – 56%
  - Fire Line Surveys – 100% complete (1,450 surveys)
  - 106 need additional protection – 7%
- Residential Surveys – 14% complete (10,299 surveys)
  - 773 need additional protection – 8%

Backflow Program, continued

Backflow Tests

- Commercial Backflow Tests – 100% complete (2,665 tests)
  - 238 failed and need repairs/replacement – 9%
  - Fire Line Tests – 57% complete (770 tests)
  - 85 failed and need repairs/replacement– 11%
- Residential Tests – 9% complete (455 tests)
  - 21 failed and need repairs/replacement – 5%

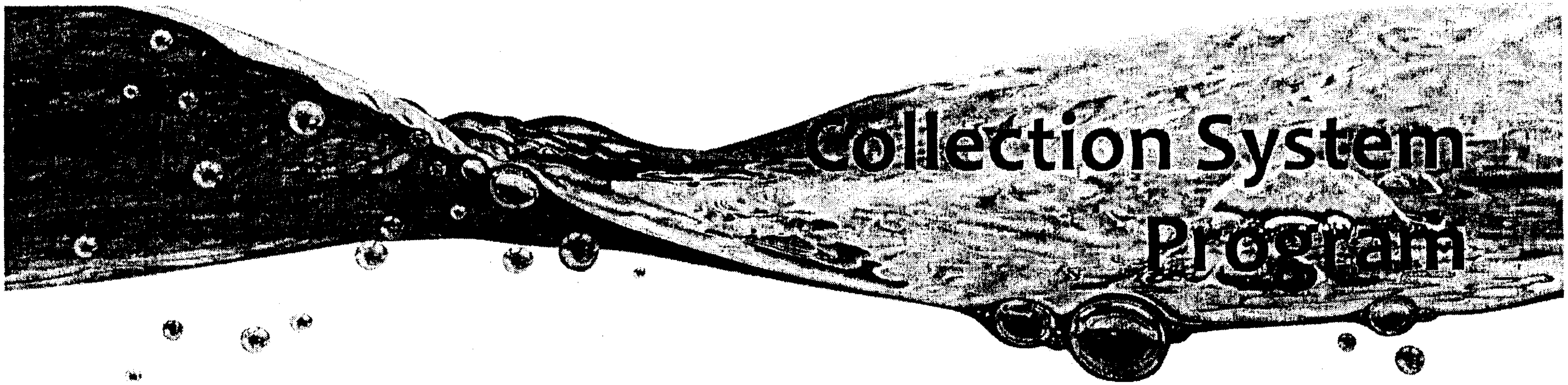
Backflow Program, continued

FDEP requirements (F.A.C. 62-555-360, effective 5/5/14)

- Commercial Properties – Annual Testing (7,000)
- Residential Properties – Every Two Years (TBD quantity of the 73,000)

<u>Goal:</u>

- Complete surveys for the residential properties in FY2016
- Complete testing of residential properties in FY2016
- Prepare assessment and prioritization of backflow work orders for in house staff and contractors



Collection System Program

Collection System Assessment – started in March 2014 using REDZONE ROBOTICS and was completed in September 2014

<u>FY2015 Results:</u>

- FY 14 data was prioritized and the data needed to be closely quality controlled
- Data was used to develop CIP projects

Collection System Program, cont'd.

65.3 miles of gravity sewer main were assessed through the use of robotic camera

FY2015 Results:

- Structural defects
  - Point repairs - 5,902 ft (approximately 21 projects)
  - Cured in Place – 86,980 ft (16.4 miles)

FY2016 will prioritize work and prepare plans, specifications, permits for capital replacements

Phase 1 approved for $140K design/specs/permits

Pipe Assessment Program

S.R. 520 Cocoa to Cocoa Beach (7.4 miles)

Leak detection and electromagnetic inspection

No acoustic anomalies detected (i.e. no leaks)

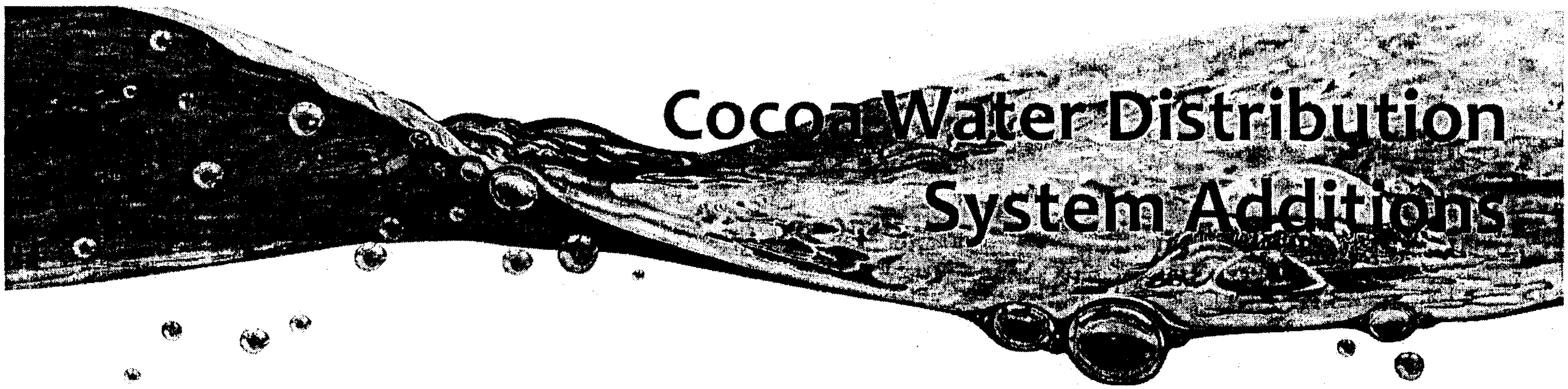
Pipe Segment Totals	Lineal Feet	Broken Wires Detected	# Failed Prestress Wires	Allowable # Wires
2,457	39,312	288	5-20	33

Courtney Parkway to NASA meter north of SR 528 (6 miles)

Segment Condition	% Degradation of Wall Thickness	Estimated Remaining Life	Linear Feet of Affected Pipe	% Assessed Pipe Affected
Poor	> 30%	0-23 Years	1,980	6%

Cocoa Water Transmission and Distribution System Comparison (miles)

	2011	2014	2015
PVC	614.7	681.1	708.5
Ductile Iron	65.4	73.6	81.3
PCCP	58.9	64.4	65.2 64
Unknown	219.9	129.9	88.3
AC	270.0	310.0	333.7
Cast Iron	29.3	26.0	28.7
Galvanized	8.2	8.5	9.0



Cocoa Water Distribution System Additions

Pipe Additions

Year	Pipe (L.F.)	Miles	Asset Value
2013	14,095	2.67	$628,552
2014	28,727	5.4	$1,387,460
2015	40,233	7.6	$2,038,153

Well Field Assessment/Repair

- Staff using continuing services from CCI for well field rehabilitation work
- $250,000 per year budgeted

Results:

- Since 2010 spent through September 2015 **$870K**
- **34** wells have been assessed/rehabilitated

Capital Projects Program

- Capital projects started after issuance of 2010 Bond ($22M)
- Developed detailed capital plan assessment and prioritization/scoring

<u>Results:</u>

- 2010 through September 2015 spent $59M using bond proceeds and operating revenues/reserves

Capital Plan
Completed Projects FY2015

- Elevated Tank Coating
- Raw Water Pipe Well 17
- Closed Loop
- Control Room
- Lift Station 5
- Pipe Diver (Atlantic Development)
- Pipe Diver/Smart Ball (Pure Tech)

Capital Projects Expenses by Fiscal Year

Fiscal Year	Capital Program Annual Expenditure
2011	$408,298.78
2012	$11,200,470.47
2013	$13,435,741.87
2014	$18,360,227.69
2015*	$16,088,944.53
TOTAL	**Approx. $60 million**

Source: CH2M Hill FY15 Year End Closeout Report (December 2015)

Program Support Consultants/Contractors

- Utilities
  - Sellers
  - Dyal
  - Water Field Operations
  - Collections
  - Engineering
  - Administration

Two (2) Engineering Consultants for water and waste water systems

Four (4) Engineering Consultants for water conveyance

Four (4) Prequalified Contractors

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Consultants/ Contractors

Utilities

- **Sellers**
  - CDM Smith
- **Dyal**
  - CH2M
  - CCI
  - Kapsch
- **Water Field Operations**
  - CH2M
  - Ace Flow Control
  - Logan Diving
  - MatchPoint ← Atlantic, Gunnstruction, JoBear, Maxwell
- **Collections**
  - CDM Smith
  - Insituform ← Atlantic, Gunnstruction, JoBear, Maxwell
- **Engineering**
  - CH2M
  - CDM Smith ← Bussen-Mayer, QLH, WadeTrim
- **Administration**
  - CH2M

COCOA FLORIDA

Type of Utilities Support

Sellers	Dyal	Water Field Operations	Collections	Engineering	Administration
Technical Support SCADA and Instrumentation Support Construction Management	Technical Support SCADA and Instrumentation Support Construction Management	Repair Maintenance Support, Backflows, Leak Detection and pipe line assessments, GIS	Repair Maintenance Support, Point repairs, Slip Lining, GIS	CIP Development and Ranking Construction Inspection, Capital design, GIS	Program Management, Accounting and Administration

2015 Capital Program Services Costs

	Cost	Division
Administration	$581,763	Engineering
Design and Construction	$227,579	Engineering
Technical/Regulatory	$145,365	Admin./Engineering
Construction Inspection	$58,772	WFO/Engineering
GIS/Planning	$142,419	WFO
Dyal	$126,728	Dyal
Instrument/Controls Support	$197,004	Dyal
Pipeline Condition Support	$174,824	WFO
Website	$7,547	Administration
Expenses	$49,320	
TOTAL	**$1,711,321**	

Program Services History

Fiscal Year	Authorized by Council	CH2M Actual Spent
FY12	$832,895	$664,078
FY13	$1,492,227	$1,063,339
FY14	$1,619,506	$1,492,540
FY15	$2,069,567	$1,711,320
TOTAL	**$6,014,195**	**$4,931,277**

$4,931,277 spent in support of approx. $60 million that includes administration of program as well as technical support throughout all the divisions (±8.26%)

Note: Pure administration, schedules, costs controls of the program are about half ($2M) to date and represent less than 4% total cost of program

FY 2015 Completed Capital Projects

Construction

- Well Field Raw Water Pipe Line
- Elevated Tank Painting
- Raw Water Well Rehabilitation
- Dyal – Complete Wewahootee Pumping/ SCADA Programing project

Design

- East Peachtree Pipeline (IRD to US1) District 1
- Dyal Clearwell
- Westpoint MH and Victor MH

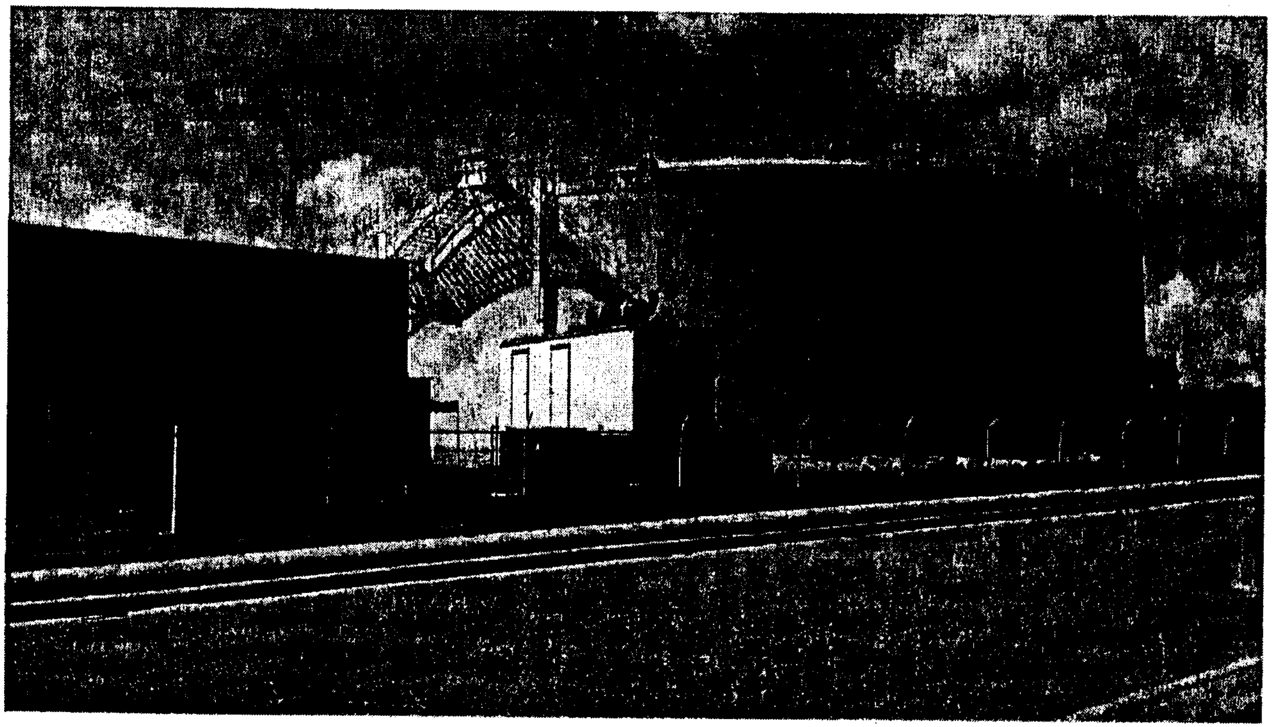
Capital Projects in Construction

- Industrial Park Tank
- Indian River Drive Pipeline
- Dyal – Elevated Walkway
- Dyal – Flocculation/Sedimentation Valves
- Dyal - Liquid Oxygen Conversion
- Dyal – SCADA Hardware/Instrumentation
- Sellers – Biological Nutrient Removal (BNR)

Capital Projects in Construction

Indian River Drive

Capital Projects in Construction



Industrial Park Ground Storage Tank

Capital Projects in Construction

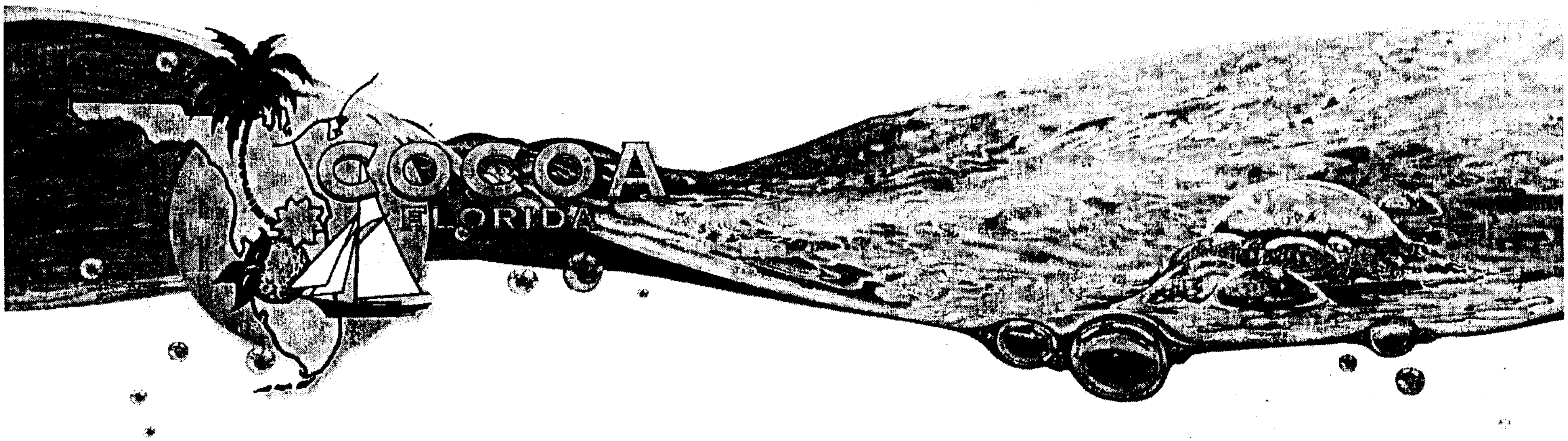
Elevated
Walkway at Dyal

Asset Assessments in Progress

- Collections System Assessment - complete
- Leak Detection Assessment – continuing
- Backflow / Cross Connection Control Program – continuing
- Valve and Hydrants – continuing

FY2016 New Projects

- Dyal – Clearwell Construction
- Dyal – Redundant Finish Flow/Generator Design
- Westpoint Dr. and Victor Rd. Manhole Construction
- Plaza Parkway Drainage Pipe Construction
- Sellers BNR – Ph2 MCC replacement
- East Peachtree Pipeline (IRD to US1)
- Florida Ave/Rosa L Jones Pipeline
- Sanitary Sewer Rehabilitation (slip lining)



Utilities Department Staffing

Utilities Staffing FY2016

Division	Authorized	Vacant*	Requested
Administration	11	1	0
Engineering	19	6	1
Dyal WTP	47	8	5
Sellers	20	1	0
Water Field Ops	61	8	7 (6)**
Sewer Field Ops	16	1	5
	174	25 (14%)***	18(17)

* As of March 29, 2016

** One Asst. Supt. to be added based on demonstrated need to ensure proper span of control.

*** 15 positions being interviewed or have been referred to department for interviews.

Utilities Staffing Turnover Analysis

Fiscal Year	Average Headcount	Resignation	Retirement	Involuntary
2014-2015	143	6.3% (9)	5.6% (8)	5.6% (8)
2015-2016 YTD	145	6.9% (10)	2.1% (3)	2.8% (4)

Average Tenure: 10 Years

As of March 29, 2016

Utilities Staffing FY 2013

Division	Unfrozen	New
Administration	1	0
Engineering	0	0
Dyal WTP	3	0
Sellers	2	0
Water Field Ops	1	0
Sewer Field Ops	1	0

Utilities Staffing FY2014

Division	Unfrozen	New	Open-Reclassified
Administration	0	0	0
Engineering	0	0	1
Dyal WTP	0	2	0
Sellers	0	3	0
Water Field Ops	2	1	0
Sewer Field Ops	1	1	0

Utilities Staffing FY2015

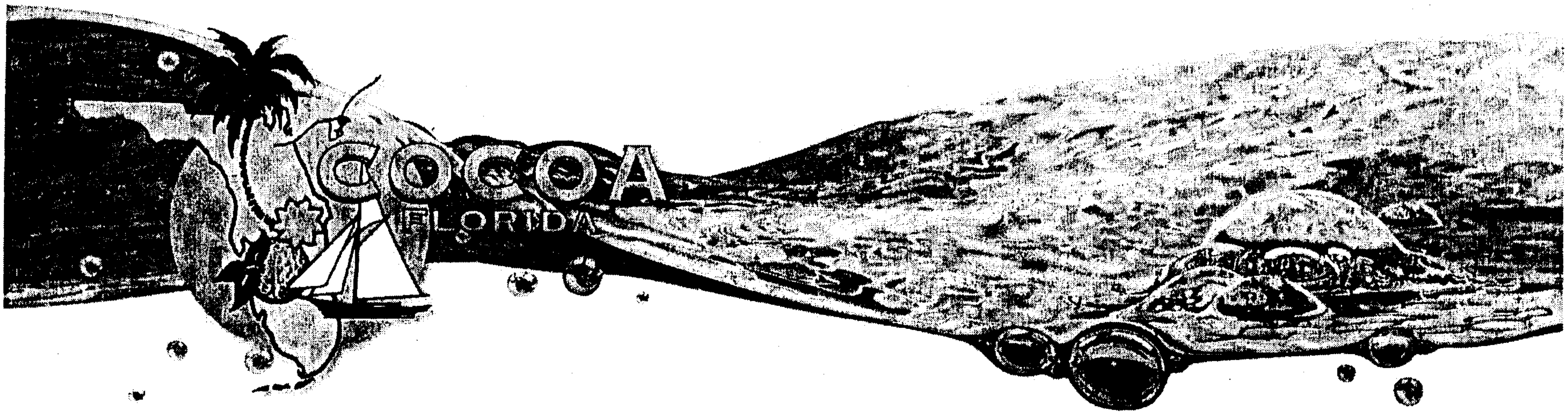
Division	Unfrozen	New	Open-Reclassified
Administration	0	0	1
Engineering	0	2	0
Dyal WTP	0	4	0
Sellers	0	1	0
Water Field Ops	0	1	0
Sewer Field Ops	0	1	0

Staffing Requests FY2016 and FY2017

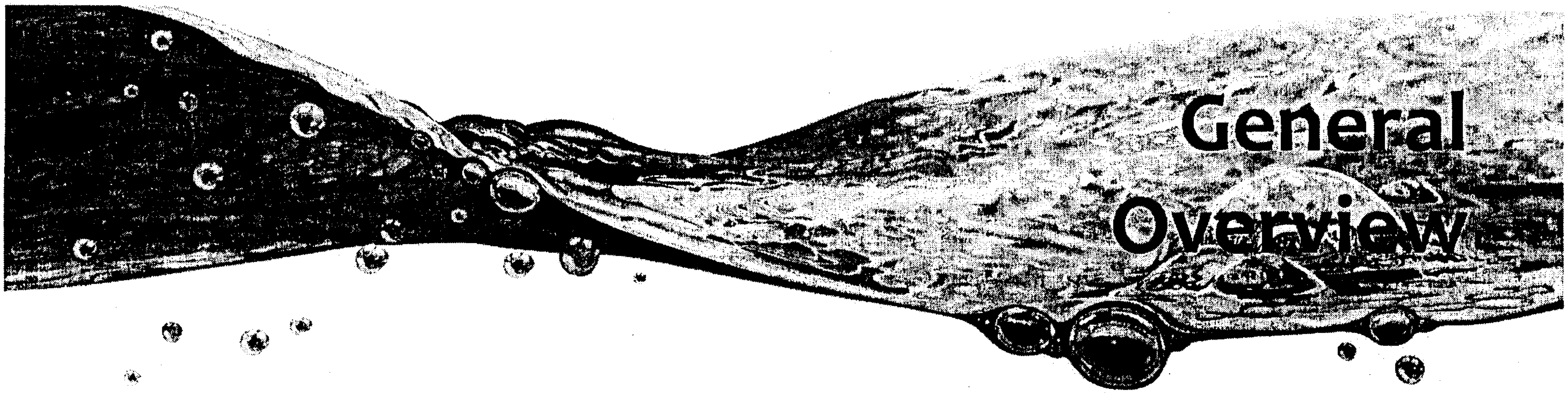
City Council Direction

- Currently only 4 authorized, but frozen positions, remain
  - FY2016 Mid-Year Request:
    - Authorize increase of 18 FTEs* for Utilities
    - Authorize increase of 1 FTE for HR Coordinator (Recruiter) – GF/UT
    - Consolidation of Customer Service Representatives and Cashiers responsibilities to increase counter customer service
  - FY2017 Request – Incorporated into FY2017 Budget
    - 10 FTEs (WFO)*
    - 1 FTE in Customer Service – Accounting Clerk

***One (1) Asst. Supt. would be added in either FY16 or FY17 based on demonstrated need to ensure proper span of control.**

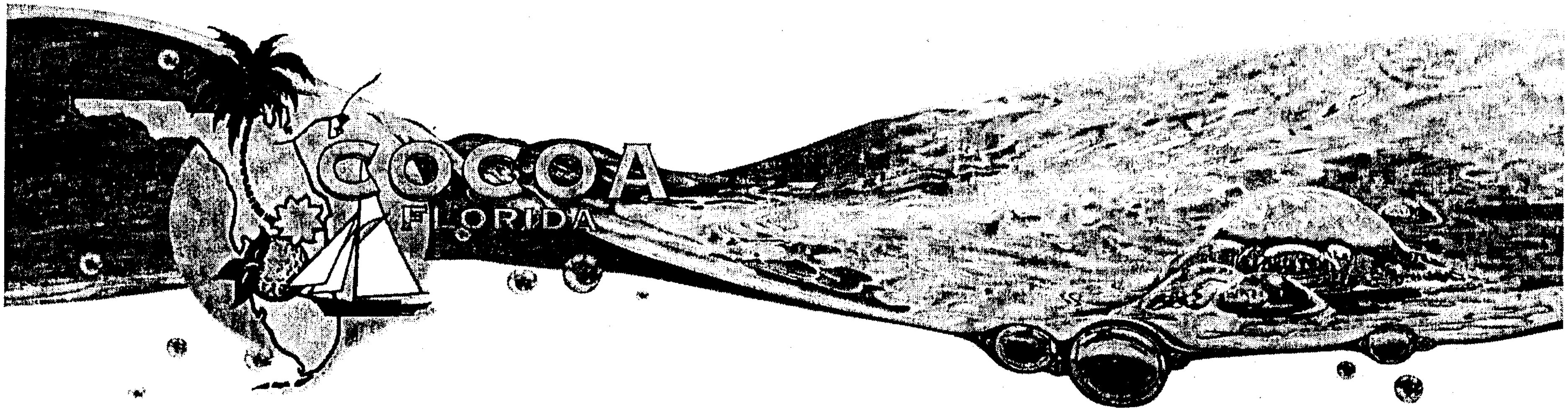


45th Space Wing
Patrick AFB – Cape Canaveral AFS
Utility Privatization



General Overview

- Anticipated Solicitation 3rd Quarter 2016 (April – June)
- Burton & Associates currently preparing a Business Case Evaluation to evaluate Go / No-Go decision point based on technical and financial analysis… and other consideration points
- Estimated cost to prepare and respond to solicitation is \$1.3 to \$2.0 million… response period typically 90 days
- 50 year contract to manage on-site utilities infrastructure assets (water and wastewater)
- Public and Private agencies/firms may submit



Discussion, Questions, and City Council Direction