

Clay County Utility Authority – Regular Meeting
December 18, 2018 – 2:00 P.M.
Board Room – Clay County Utility Authority
3176 Old Jennings Road, Middleburg, Florida

1. Call to Order – Buck
2. Invocation and Pledge of Allegiance – Buck
3. Roll Call – Loudermilk
4. Approval of Minutes – Buck
 - a. Board of Supervisors Regular Meeting, December 4, 2018
 - b. Board of Supervisors Workshop Session/Tour, December 6, 2018
5. Approval of Consent Agenda Items – Buck
 - a. Approval of Financial and Operational Activities
 - a. Approval of Payment of Warrants
 - Warrants totaling \$ 2,352,661.77
 - a. Schedule of payments to Sole Sources
 - b. Schedule of Emergency Repairs/Purchases - None
 - c. Schedule of items initiated under Emergency Contract - None
 - d. Schedule of payments made from the Emergency Account
 - e. Schedule of claims paid under the Sewage Backup Response Policy - None
 - f. Detailed Descriptive Warrant Report
 - g. Statement from Grady H. Williams, Jr. LL.M.
 - (1) Request for Asset Disposal Authorization - None
 - (2) Request for Sole Source Designation - None
- b. Approval of Capital Budget Activities
 - (1) Requests for Award of Procurement Contracts and/or Ratification of Procurement/ Construction Contracts
 - a. Award of the contract for 2018/2019-A3 - Towable 6-Inch Double Diaphragm Pump Procurement
 - b. Ratification of the contract with TB Landmark Construction, Inc. for Project 2017/2018-A9 – CR-218 at Black Creek Utility Project
 - (2) Approval of Supplemental Agreements and Change Orders
 - a. Supplemental Agreement No. 1 to Professional Surveying Services Agreement 2017/2018 No. 6 with CPH, Inc. to provide Professional Surveying and Subsurface Utility Engineering Services for the Circle Ridge Drive Utility Relocation Project
- c. Approval of Developer Agreements, Warranty Deeds & Easements
 - (1) Developer Agreement CU18/19-04 - Water Service to 967 Harrison Avenue (Danny Warren) - 1 ERC water, 1 ERC AWS, 1 ERC debt service - \$5,286.49

5. Approval of Consent Agenda Items – Buck (continued)
 - c. Approval of Developer Agreements, Warranty Deeds & Easements (continued)
 - (2) Developer Agreement CU18/19-07 - Pine Ridge Plantation Subdivision (Loblolly Partners, LLC & Richmond American Homes of Florida, LP) - \$0.00
 - (3) Developer Agreement GC18/19-02 - Water Service to 1647 Rivers Road (Marshall Blaine Stalvey & Georgia M. Stalvey) - 1 ERC water, 1 ERC AWS, 1 ERC debt service - \$1,698.24 (\$1,392.74 financed)
 - (4) Developer Agreement KH18/19-03 - Water Service to 861, 866, 932 & 952 SE 40th Place (Mark & Felicia Jones as Trustees of the IONCHRIST Living Trust) - 4 ERC's water, 4 ERC's AWS, 4 ERC's debt service - \$8,571.19
 - (5) Developer Agreement KU18/19-07 - Wastewater Service to 611 Plantation Drive (Patricia L. Cheyne, Robin Dale Cheyne and Pamela Lynn Wagner) - 1 ERC wastewater, 1 ERC environmental impact, 1 ERC debt service - \$13,474.86
 - (6) Grant of Easement – Lot 29, Gilberstadt Replat – Grantors – Monica L. Anderson and John K. Ruoss
 - (7) Grant of Easement – 3371 US Hwy. 17 (Lot 30, Gilberstadt Replat) – Grantors – Frank Huson Gilberstadt and Lisa M. Gilberstadt
 - (8) Grant of Easement – 611 Plantation Drive – Grantors – Patricia L. Cheyne, Robin Dale Cheyne and Pamela Lynn Wagner
 - (9) Quit Claim Deed – Tract F, Linda Lakes Unit 2 (Lift Station Site) – Grantor – Jennings Estates Investment, Inc.
6. Customer account adjustments – Goldberg - None
7. Business discussed at committee meetings – None
8. Executive Director's Business – Morris
 - a. September Financial Package
 - b. Jeremy Johnston's Nomination to the WateReuse Association's Board of Trustees
 - c. St. John's River Water Management District Phosphorus Removal Project Memorandum of Understanding between the SJRWMD and CCUA Phosphorus Removal Facility Agreement and Lease Agreement with the Sustainable Water Investment Group, LLC
 - d. Other
9. Legal Counsel Business – Williams
 - a. Request for approval of the Partial Settlement Agreement and Tolling Agreement with Sawcross, Inc. for the Spencer's Crossing WWTP Clarifier No. 3 – (Beach Construction)
 - b. BBI Construction Management, Inc. - Bid No. 2015/2016-A18 - Fleming Island WWTF Clarifier #4 Addition (handout)
 - c. Other

10. Old Business/New Business
11. Public Comment
12. Supervisor Comments
13. Adjourn – Buck
14. For Informational Purposes Only
 - a. Capital Budget Construction Projects Report (handout)
 - b. ERC Summary for Board
 - c. Meter Installation Summary
 - d. Non-Revenue Producing Accounts
 - e. *“How Simple Automations Are Saving My Utility \$68K”* by GIS Manager Daniel Johns
 - f. Executive Director’s Upcoming Vacation
 - g. *Conserving Clay* – Leak Detection Report September 2018

All items contained in No. 4 through No. 9 are subject to Board action