

Clay County Utility Authority – Regular Meeting  
September 1, 2020 – 2:00 P.M.  
Board Room – Clay County Utility Authority  
3176 Old Jennings Road, Middleburg, Florida

1. Call to Order – Gardella
2. Invocation and Pledge of Allegiance
3. Roll Call – Loudermilk
4. Approval of Minutes – Gardella
  - a. Board of Supervisors Regular Meeting, August 18, 2020
5. Approval of Consent Agenda Items – Gardella
  - a. Approval of Financial and Operational Activities
    - (1) Approval of Payment of Warrants  
Warrants totaling \$1,417,665.90
      - 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 from the Emergency Account - None
      - e. Schedule of claims paid under the Sewage Backup Response Policy - None
      - f. Detailed Descriptive Warrant Report
    - (2) Request for Asset Disposal Authorization - None
    - (3) Request for Sole Source Designation - None
  - b. Approval of Capital Budget Activities - None
  - c. Approval of Developer Agreements, Warranty Deeds & Easements
    - (1) Developer Agreement KU19/20-44 - Water & Wastewater Service to Hide-A-Way Mobile Home Park located at 3860 Doctors Lake Drive (B & H Leasing Services, Inc.) – 72 ERC’s water, 72 ERC’s AWS, 72 ERC’s wastewater, 72 ERC’s environmental impact, 72 ERC’s debt service - \$7,605.00
    - (2) Grant of Easement – Hide-A-Way Mobile Home Park at 3860 Doctors Lake Drive – Grantor – B & H Leasing Services, Inc.
6. Customer Account Adjustments – None
7. Business discussed at committee meetings – Personnel Committee Meeting September 1, 2020
8. Executive Director’s Business – Johnston
  - a. July Financial Package
  - b. Request for approval of proposed Supplemental Agreement No. 5 with Jones Edmunds & Associates, Inc. for the Doctors Lake Area Septic to Centralized Sanitary Sewer Conversion In-Fill Design Project
  - c. Proposed Supplemental Agreement No. 2 with Carollo Engineers, Inc. for the Treatability Pilot Project

8. Executive Director’s Business – Johnston (continued)
  - d. Proposed Selection of firm for RFQ 2019/2020-A-14 - Professional Lobbyist Services to commence negotiations with a qualified lobbyist and approval of the minutes of the interviews held on August 20, 2020
  - e. Request for approval of execution of the Memorandum of Agreement for the North Florida Utility Coordination Group (NFUCG)
  - f. Request for advanced approval for the use of government agency purchasing contracts
  - g. Other
9. Legal Counsel Business – Williams
  - a. Other
10. Old Business/New Business
11. Public Comments
12. Supervisor Comments
13. Adjourn – Gardella
14. For Informational Purposes Only
  - a. Construction Projects Report
  - b. Facility Tour Itinerary

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