

AGENDA
PUBLIC UTILITY ADVISORY BOARD
THURSDAY, MARCH 14, 2019 - 9:30 A.M.
CITY HALL - ROOM 244
4970 CITY HALL BOULEVARD
NORTH PORT, FLORIDA 34286

CALL TO ORDER/ROLL CALL

1. Public Comment
2. Discussion of Ordinance No. 2018-36 with regard to the formerly nonvoting member nonresident member of the Board.
3. Approval of Minutes
 - a. January 10, 2019 Minutes
 - b. February 14, 2019 Minutes
4. Community Outreach Update – Anna Duffey
 - a. Atwater Earth Day
 - b. Relay for Life
 - c. Wyland Foundation Mayor’s Challenge
 - d. Water Conservation Month
 - e. Florida Water Professionals’ Month
5. Water Quality Update
 - a. Odor concerns
6. Project Updates
 - a. Hillsborough Booster Station Repiping
 - b. Bridge Pipeline Replacement
 - c. Bobcat Trail Force Main replacement
 - d. Force Main and Water Main Replacement on U.S. 41 (at Lazy River)
 - e. San Mateo Water Main
7. Agenda Items for Next Meeting
 - a. Discussion on use of solar power in Utilities
 - b. City plans to meet future water demands at full build out of the West Villages.
 - c. Neighborhood Expansion Project
8. Public Comment
9. Adjournment

CITY OF NORTH PORT ADVISORY BOARD VACANCY LIST

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| Art Advisory Board 3 Regular Members, 2 Alternates | Audit Committee 2 North Port Citizens |
| Beautification & Tree/Scenic Highway Committee 1 Regular Member, 2 Alternates | Charter Review Advisory Board 1 Regular Member, 2 Alternates |
| Community Economic Development Advisory Board 1 Financial Representative, 1 Home Owners Association Board Member Representative, 1 Higher Education/School Board Member Representative, 1 Development/Engineering Planning Representative, 1 Land Use Attorney Representative; 1 Public Relations Representative | Environmental Advisory Board 2 Alternate Members; 1 Youth Member |
| Historic and Cultural Advisory Board 2 Regular Members, 2 Alternates | Joint Management Advisory Board 1 North Port Citizen; 1 Member appointed by the North Port High School Principal |
| Parks & Recreation Advisory Board 2 Alternates; 1 Youth | Planning & Zoning Advisory Board 1 Regular Member, 2 Alternates |
| Public Utility Advisory Board 1 Regular, 2 Alternates, 1 Alternate may be a youth 14-17 | Zoning Board of Appeals 2 Alternates |

UPCOMING EXPIRATION DATES FOR BOARD MEMBERS

| 2019 | | |
|-------------|-------------------|---|
| 03-28-19 | Samuel Cohen | Citizens Tax Oversight Committee |
| 03-28-19 | Justin Willis | Charter Review Advisory Board |
| 04-11-19 | Helen Marchese | Parks & Recreation Advisory Board |
| 04-11-19 | David Wheatcroft | Citizens Tax Oversight Committee |
| 04-13-19 | Howard Henriksen | Police Pension Board of Trustees (Elected by the Board) |
| 04-25-19 | Richard Lindner | Beautification & Tree/Scenic Highway Committee |
| 04-27-19 | Christine Glenn | Beautification & Tree/Scenic Highway Committee |
| 05-08-19 | Kody Parsotan | Parks & Recreation Advisory Board |
| 05-08-19 | Zhaneta Albritton | Art Advisory Board |
| 05-23-19 | Valerie LaBoy | Citizens' Tax Oversight Committee |
| 05-23-19 | Alice White | Citizens' Tax Oversight Committee |

NOTE: One or more Commissioners may be present.

AMERICAN WITH DISABILITIES ACT OF 1990 - The North Port City Hall is wheelchair accessible. Special parking is available on the west side of City Hall and the building may be accessed from the parking area. Persons with hearing difficulties should contact the City Clerk to obtain a hearing device for use during meetings.

NONDISCRIMINATION: The City of North Port does not discriminate on the basis of race, color, national origin, sex, age, disability, family or religious status in administration of its programs, activities or services.

No stenographic record by a certified court reporter is made of these recordings. Accordingly, anyone seeking to appeal any of the decisions involving the matters herein will be responsible for making a verbatim record of the meeting/testimony and evidence upon which any appeal is to be based. Copies of the tapes are available (for a fee) at the City Clerk's Office.

DRAFT

**PUBLIC UTILITY ADVISORY BOARD
MINUTES OF REGULAR MEETING
THURSDAY, JANUARY 10, 2019**

Present: Victor Dobrin, Chair; Alicia M. Phidd, Esquire, Vice-Chair; William Bowteck; David MacIntyre; Arthur Landry III, Non-voting Ex Officio Member; Staff Liaison Anna Duffey, Public Utilities Customer Service Coordinator; and Recording Secretary Goodman.

Guest: Assistant City Attorney Golen and Michael Vuolo, Public Utilities Field Operations Manager.

The Regular Meeting of the Public Utility Advisory Board was called to order at 9:30 a.m. in Committee/Training Room 244 by Staff Liaison Duffey, followed by roll call.

The Pledge of Allegiance was led by the Board.

1. PUBLIC COMMENT

There was no public comment.

2. ELECTION OF OFFICERS

Board Member Bowteck moved to elect Victor Dobrin as Chair of the Public Utilities Advisory Board; seconded by Board Member MacIntyre. The motion carried unanimously.

Board Member Bowteck moved to elect Alicia Phidd as the Vice- Chair of the Public Utilities Advisory Board; seconded by Board Member MacIntyre. The motion carried unanimously.

3. APPROVAL OF 2019 MEETING SCHEDULE

Staff Liaison Duffey presented the proposed 2019 Public Utility Advisory Board Meeting Schedule for review.

Board Member Bowteck moved to approve the 2019 Public Utility Advisory Board Meeting Schedule as presented; seconded by Board Member MacIntyre. The motion carried unanimously.

4. APPROVAL OF MINUTES

A. November 8, 2018

It was noted that introduction of the new Public Utilities Operation Manager should be added to the minutes and the date of the adjournment should be changed.

Vice-Chair Phidd moved to approve the November 8, 2018 Public Utility Advisory Board Meeting minutes as amended; seconded by Board Member MacIntyre. The motion carried unanimously.

5. FLORIDA SUNSHINE LAW TRAINING – ASSISTANT CITY ATTORNEY, MICHAEL GOLEN

Assistant City Attorney Golen provided a PowerPoint presentation regarding Florida Sunshine Law; Ethics, Public Meetings and Public Records.

Discussion ensued regarding what constitutes a Public Meeting.

6. PUBLIC UTILITY ADVISORY BOARD PRESENTATION DISCUSSION

Staff Liaison Duffey provided an overview and options for the Board to provide their Annual Report to the City Commission including: 1) scheduling a Joint Meeting with the Commission; 2) provide an Annual Report in written form to the City Manager to forward to the City Commission; or 3) provide a presentation at a Commission Meeting. An example of a written report and the presentation from last year's Annual Report was provided. It was noted that in the past, the Board has provided the City Commission with a presentation. After the Board determines the means to provide the Commission with the Annual Report, a draft report will be brought before the Board for approval and then submitted either to the City Manager to forward to the Commission or, if a presentation is preferred, submitted to be included on the next available Commission Special Meeting agenda.

Discussion ensued regarding: 1) how the Annual Report was provided in the past; 2) a presentation would allow for questions to the Board from the Commission and to engage face to face; 3) if a presentation is preferred, Vice-Chair Phidd agreed to present.

Board Member MacIntyre left the meeting at 10:32 a.m.

Vice-Chair Phidd moved to provide the Annual Report to the City Commission in a PowerPoint presentation; seconded by Board Member Bowtect. The motion carried unanimously.

Staff Liaison Duffey noted that she will develop a draft PowerPoint presentation and send to Members for review and to provide ideas, suggestions and comments to be presented at the next Public Utility Advisory Board scheduled meeting for approval.

7. COMMUNITY OUTREACH UPDATE – ANNA DUFFEY

a. GMAC Winter Camp Activities

Staff Liaison Duffey reported that Parks & Recreation requested that Public Utilities provide activities for the participants of the George Mullen Activity Center Winter Camp. Participants of the Camp developed aquifers in a cup to demonstrate how pollution effects the aquifer using food coloring to filter through the various layers of the created aquifers.

b. Holiday Park Community Meeting

Public Utilities has been requested to attend a Holiday Park Community Meeting on January 25, 2019 to provide a presentation on water quality and other water issues.

c. Public Works Road-E-O

The Public Works "Road-E-O" is scheduled for January 26, 2019. Staff Liaison Duffey encouraged Members to provide volunteer efforts at the Public Utilities table to assist in educating the public on water issues and water conservation. Vice-Chair Phidd and Board Member Bowteck noted they would be there to volunteer. Staff Liason Duffey requested that if photographs are taken, they are forwarded to her to include in various reports and presentations she provides.

d. New Comer's Day

"New Comer's Day" is scheduled for February 2, 2019 at the George Mullen Activity Center. Members were encouraged to volunteer to assist Public Utilities in educating the public on water issues and provide handouts to those attending.

DRAFT

Chair Dobrin acknowledged the efforts of the students participating in the STEM (Science, Technology, Engineering and Math) Fair at the Atwater Elementary School. Staff Liaison Duffey noted that Atwater Elementary School expressed appreciation for all those volunteering to judge the projects at the Fair.

8. WATER PRESSURE DISCUSSION – OVERVIEW OF RECENT INQUIRIES REGARDING WATER PRESSURES IN THE CITY’S WATER DISTRIBUTION SYSTEM

Michael Vuolo, Public Utilities Field Operations Manager, reported that there has been some water pressure fluctuation in the City’s water system. The North Port Water Treatment Plant was shut down due to poor surface water quality in the Myakkahatchee Creek and North Port then started receiving water from the Peace River Water Authority. This caused a fluctuation in water pressure in different zones until the hydraulics were adjusted and the water issues were addressed. When all issues were addressed, the North Port Water Treatment Plant was able to go back into operation after balancing the pressure from Peace River.

Discussion ensued regarding: 1) the Mobile Home Parks were experiencing issues in water pressure due to the Southwest Booster Station in the Gran Paradiso, Island Walk area filling and creating a lower pressure in the system; 2) the drop in water pressures still remaining within industry standards; 3) the water pressure issues took approximately 2 weeks to address; 4) clarification was provided regarding the typical PSI for water pressure in North Port; 5) clarification was provided regarding hydrant maintenance in North Port.

9. AGENDA ITEMS FOR NEXT MEETING

Staff Liaison Duffey will create the Agenda for the next meeting including suggestions from Non-Voting Member Landry with Board approval which includes: 1) Discoloration in water at Harbor Cove; 2) auto flushers; and 3) development in West Villages adequate water pressure.

Vice-Chair Phidd moved to approve the Agenda items for the next meeting as stated by Staff Liaison Duffey; seconded by Board Member Bowteck. The motion carried unanimously.

10. PUBLIC COMMENT

There was no public comment.

11. ADJOURNMENT

Vice-Chair Phidd moved to adjourn the January 10, 2019 Public Utility Advisory Board Regular Meeting; seconded by Board Member Board Member Bowteck. The motion carried unanimously.

The Public Utility Advisory Board Regular Meeting adjourned at 11:00 a.m.

**VICTOR DOBRIN,
CHAIR**

Minutes approved at the Regular Meeting of the
Public Utility Advisory Board this ____ day of
____, 2019.

DRAFT

**PUBLIC UTILITY ADVISORY BOARD
MINUTES OF REGULAR MEETING
THURSDAY, FEBRUARY 14, 2019**

Present: Victor Dobrin, Chair; Alicia M. Phidd, Esquire, Vice-Chair; William Bowteck; David MacIntyre; Arthur P. Landry II, Non-voting Ex Officio Member Representing the Mobile Home Community; Staff Liaison Anna Duffey; and Recording Secretary Sue Carneiro.

Guest: Darrell Smith, Utility Construction Supervisor.

The Regular Meeting of the Public Utility Advisory Board was called to order at 9:30 a.m. in Committee/Training Room 244 by Chair Dobrin, followed by roll call.

The Pledge of Allegiance was led by the Board.

1. PUBLIC COMMENT

There was no public comment.

2. APPROVAL OF MINUTES

a. January 10, 2019 Minutes

Members reported that they did not have an opportunity to review the minutes and requested this item be tabled until the next meeting.

Board Member MacIntyre moved to table the approval of the January 10, 2019 Public Utility Advisory Board meeting minutes until the next meeting; seconded by Board Member Bowteck. The motion carried unanimously.

Vice-Chair Phidd arrived at 9:33 a.m.

3. PUBLIC UTILITY ADVISORY BOARD PRESENTATION DISCUSSION

Staff Liaison Duffey reviewed a draft PowerPoint presentation of the Public Utility Advisory Board Annual Report to the City Commission. It was noted that Vice-Chair Phidd will presenting the Annual Report to the City Commission.

Discussion ensued regarding: 1) the probability of the Commission asking questions following the presentation; 2) the Annual Report will be presented to the City Commission on March 7, 2019 at 4:00 p.m.; 3) Staff Liaison will be present at the March 7th Commission Meeting to answer any technical questions the Commission may have regarding Utilities; 4) it was noted that the Commission will not be asking questions outside of the Board's purview; 5) it was noted that Board Member Phidd should be listed as the Vice-Chair and Arthur P. Landry II, Non-voting Ex Officio Member Representing the Mobile Home Community should be included in the list of Board Members.

Board Member Bowteck moved to approve the Annual Report with the corrections as noted; seconded by Board Member MacIntyre. The motion carried unanimously.

4. COMMUNITY OUTREACH UPDATE – ANNA DUFFEY

a. Holiday Park Presentation

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Public Utilities Staff provided a presentation at Holiday Park to address water quality and water pressure concerns.

b. Newcomer Day

Newcomer Day was held February 2, 2019 with approximately 400 attendees

c. Relay for Life update

Staff Liaison Duffey noted that the City's Relay for Life efforts are underway. There are many fundraiser events planned which includes a bake sale on February 14, 2019 in room 244 from noon to 2:00 p.m. Members were encouraged to stop by and purchase some baked goods to support the Relay for Life fundraising efforts. Staff Liaison Duffey noted that she is developing a calendar of Relay for Life fundraising events and will email the calendar to the Members upon completion. The Relay for Life event is scheduled for April 13, 2019 at North Port High School from 3:00 p.m. to 10:00 p.m. A link to the City's Relay for Life team will be sent to Members who would like to participate.

Staff Liaison Duffey reported that the City was contacted by Atwater Elementary School to promote participation in their Earth Day event. Utilities will be providing a presentation at Earth Day. Atwater Elementary School also reached out for volunteers to read to students during the day in April. Members interested can contact Staff Liaison Duffey to volunteer in this effort.

5. PROJECT UPDATES

a. Water Valve Replacement in Biscayne Gardens

This item is discussed under Agenda Item 5,c.

b. Booster Station Ammonia System Upgrades

The new tanks for the Booster Station Ammonia System are currently being installed and the old tanks have been removed. The new system will convert from a gas system to a safer liquid system at Booster Stations. The locations of the Booster Stations to be upgraded to a liquid system were provided.

c. Ortiz Water Transmission Project Phase I

Utility Construction Supervisor Smith noted that the Ortiz Water Transmission Project Phase I is 90% complete and has been tested. To finish the project 13 valves had to be shut down. In this process, 9 valves had to be replaced from Grobe Street to Biscayne Drive and from Dorothy Avenue to U.S. 41. With 6 crews on site water was shut off at 9:00 a.m. and it took only 1 hour and 20 minutes to replace all the valves in need of repair and turn the water back on. The Ortiz Water Transmission Project is to upsize pipes from 12-inch to 16-inch.

Discussion ensued regarding the West Villages connections to North Port Utilities and water pressure at West Villages and design of future infrastructure for West Villages.

The Board expressed gratitude to the crews working to replace the valves in need of repair during the Ortiz Water Transmission Project in a timely manner to minimize the shut down time for water supply to customers.

6. DISCUSSION ON AUTO FLUSHERS

DRAFT

Utility Construction Supervisor Smith reported there are a total of 34 auto flushers in the City which are checked every 60 days to ensure the batteries are charged and in working order. The purpose of the auto flushers is to assist in assuring water quality. It was noted that during the summer months, there is not enough usage on some of the main water lines and flushing is needed to maintain water quality in the dead-end lines.

Discussion ensued regarding: 1) location of auto flushers; 2) methodology for auto flushers within the Mobile Home Communities.

7. AGENDA ITEMS FOR NEXT MEETING

Agenda items for the next meeting will include: 1) discussion regarding Public Utilities future use of solar power; 2) update on West Villages water odor concerns (including how many calls were received regarding this concern since December 2018); 3) discussion regarding Public Utilities ensuring water availability and acceptable water pressures for North Port customers with the build out of West Villages.

8. PUBLIC COMMENT

There was no public comment.

9. ADJOURNMENT

Vice-Chair Phidd moved to adjourn the February 14, 2019 Public Utility Advisory Board Regular Meeting; seconded by Board Member MacIntyre. The motion carried unanimously.

The Public Utility Advisory Board Regular Meeting of December 13, 2018 adjourned at 10:18 a.m.

**VICTOR DOBRIN,
CHAIR**

Minutes approved at the Regular Meeting of the
Public Utility Advisory Board this ____ day of
_____, 2019.