

**MINUTES OF REGULAR MEETING
OF THE
BOARD OF DIRECTORS
FLORIDA KEYS AQUEDUCT AUTHORITY**

HELD ON

JANUARY 28, 2020

**MARATHON COUNTY COMMISSION CHAMBER, 2ND FLOOR
2798 OVERSEAS HIGHWAY
MARATHON, FLORIDA 33050**

10:30 A.M.

The following MEMBERS were present:

J. Robert Dean. Chairman
Richard J. Toppino. Vice-Chairman
David C. Ritz. Secretary/Treasurer
Antoinette M. Appell. Member
Cara Higgins. Member

Thomas G. Walker Executive Director
Kerry Shelby. Deputy Executive Director
Robert T. Feldman. General Counsel
Timothy Esquinaldo. Internal Auditor
Jolynn Reynolds. Director of Engineering
Peter Gomez. Director of Water Ops.
Jay Miller. Director of Wastewater Ops.

A LIST OF ATTENDANCE IS RETAINED WITH THE PERMANENT RECORD OF THIS MEETING.

REGULAR MEETING

Chairman Dean called the Regular Meeting to order at 10:55 a.m.

Pam Albury presented the invocation and Chairman Dean led the Pledge of Allegiance.

EMPLOYEE AWARDS

SERVICE AWARDS

Dan Hill– Facility Maintenance Mechanic B - Marathon, 15 Years of Service

FCAA BOARD OF DIRECTORS ORGANIZATION – ELECTION OF OFFICERS

Chairman Dean asked for nominations for the office of Chairman.

J. Robert Dean was nominated as Chairman by Mr. Ritz seconded by Mrs. Higgins. No further nominations were made, and nominations were closed.

Richard J. Toppino was nominated as Vice Chairman by Mrs. Appell seconded by Mrs. Higgins. No further nominations were made, and nominations were closed.

David C. Ritz was nominated as Secretary/Treasurer by Mrs. Higgins and seconded by Mrs. Appell. No further nominations were made, and nominations were closed.

Chairman Dean, Mr. Toppino, and Mr. Ritz were unanimously elected as follows:

Chairman: J. Robert Dean
Vice Chairman: Richard J. Toppino
Secretary/Treasurer: David C. Ritz

APPROVAL OF MINUTES

On motion of Mr. Ritz, seconded by Mrs. Higgins, the Board unanimously approved the Minutes of a Regular Board Meeting held on December 18, 2019 as presented.

APPROVAL OF AGENDA

By consensus, the Board unanimously approved the Agenda as presented.

CONSENT AGENDA ITEMS

On motion of Mr. Ritz, seconded by Mrs. Higgins, the Board unanimously approved the following items by Consent:

1. OOC – 01. Approval of payment to Bryant, Miller & Olive for professional services rendered and expenses incurred for the month of December 2019 regarding Environmental Operational Permit for the injection for the wells issued by Department of Environmental Protection to the Authority (\$750.00)
2. OOC –02. Approval of payment to Bryant, Miller & olive for professional services rendered and expenses incurred for the month of December 2019 regarding negotiation with Kennedy Center Condominium Association (KCCA) (\$780.00)
3. OOC – 03. Approval of payment to Bryant, Miller & Olive for professional services rendered and expenses incurred for the month of December 2019 regarding Sands Property and FKAA pipeline in Islamorada (\$7,694.12)
4. OOC – 04. Approval of payment to Bryant, Miller & Olive for professional services rendered and expenses incurred for the month of December 2019 regarding defense of declaratory judgement, Maschal vs. FKAA and Monroe County (\$120.00 Monroe County)
5. DUO– 01. Approval of CH2M Hill contract CH4-20. This contract consists of assistance with replacing the existing SCADA PC's and updating all software to currently supported versions (\$69,290.00)
6. DUO – 02. Approval of CH2M Hill contract. This contract consists of assistance in updating the firmware on the existing SCADA PLC's (\$48,896.00)
7. DUO – 03. Approval of the award of IFB-0004-20 for the purchase of valves, pipes, MJ fittings and associated parts to Ferguson Waterworks for the water construction activities related to FKAA Project #2349-18- Simonton Street Water Main upgrade (not to exceed \$53,431.00)

REGULAR AGENDA ITEMS

EXECUTIVE DEPARTMENT

EO-01. EXECUTIVE DIRECTOR'S REPORT

The Board accepted the Executive Director's Report with additional comments as presented.

Key Haven Property

Mr. Walker reported that the Key Haven wastewater system improvements have been completed, including the demolition of the old wastewater treatment plant. He explained that the property where the plant was situated is cleared and is available for sale or future use by FKAA.

Mr. Walker advised that the site is approximately 1/2 acre in size and the Monroe County Property Appraiser's webpage values the property at \$640,607.

Mr. Ritz inquired what zone the property was located. Mr. Walker advised the property is located in the industrial zone explaining the area around the property is residential.

Chairman Dean stated he would like to keep the property. By consensus, that Board agreed to hold onto the property.

Administration building Update

Mr. Walker reported that during last month's Board meeting, it was decided to evaluate a different building alternative to the current option. He advised that the decision was made since a reasonable agreement could not be negotiated with the Kennedy Center Condominium Association (KCCA). Mr. Walker explained that the alternative is now being evaluated and is to first demolish our existing administration building and then construct a new building on the same site.

Mr. Thomas Pope and Mr. Gavin Scarbrough from Pope & Scarbrough Architects presented a site analysis on the proposed building site alternative. The presentation is attached and is part of the record.

On recommendation of Chairman Dean and motion of Mrs. Higgins, seconded by Mr. Toppino the Board approved to move forward with demolishing the existing administration building and then construct a new building on the same site.

Public Events & Programs Update

Mr. Walker reported that the Authority continues to provide important and timely information to our customers through numerous gateways and media outlets. Mr. Walker provided a summary of recent and upcoming activities.

Mr. Walker reported that Mr. Ritz, Mr. Shelby and Mrs. Cheon will be attending Florida Keys Days in Tallahassee in February.

OFFICE OF COUNSEL

OOO-01. APPROVAL OF PAYMENT FOR BAKER, DONELSON, BEARMAN, CALDWELL & BERKOWITZ, PC TO PROVIDE LEGAL REPRESENTATION FOR FEMA DENIALS AND APPEALS FOR HURRICANE IRMA REIMBURSEMENT TO THE AUTHORITY. PROFESSIONAL SERVICES RENDERED AND EXPENSES INCURRED FOR THE MONTH OF NOVEMBER 2019 (\$10,195.50)

On recommendation of Mr. Feldman and motion of Mrs. Higgins, seconded by Mr. Ritz, the Board approved payment to Baker, Donelson, Bearman, Caldwell & Berkowitz, PC to provide legal representation for FEMA denials and appeals for Hurricane Irma reimbursement to

the Authority. Professional services rendered and expenses incurred for the month of November 2019 in the amount of \$10,195.50.

OOC-02. APPROVAL OF PAYMENT FOR BAKER, DONELSON, BEARMAN, CALDWELL & BERKOWITZ, PC TO PROVIDE LEGAL REPRESENTATION FOR FEMA DENIALS AND APPEALS FOR HURRICANE IRMA REIMBURSEMENT TO THE AUTHORITY. PROFESSIONAL SERVICES RENDERED AND EXPENSES INCURRED FOR THE MONTH OF DECEMBER 2019 (\$2,346.00)

On recommendation of Mr. Feldman and motion of Mrs. Higgins, seconded by Mr. Ritz, the Board approved payment to Baker, Donelson, Bearman, Caldwell & Berkowitz, PC to provide legal representation for FEMA denials and appeals for Hurricane Irma reimbursement to the Authority. Professional services rendered and expenses incurred for the month of December 2019 in the amount of \$2,346.00.

OOC-03. DISCUSS AND CONSIDER ACTION ON THE NEW JOE PINDER ADMINISTRATION BUILDING

Mr. Feldman gave an update on the status of the KCCA parking issue. Mr. Feldman reported that the Authority presented an offer and that the KCCA made a counteroffer to which the Authority rejected.

DIVISION OF ADMINISTRATION

DOA-01. SUMMARY OF FINANCIAL INFORMATION OCTOBER 2019 THROUGH DECEMBER 2019

Mr. Shelby reported that revenue is on budget after a solid first quarter. Mr. Shelby advised that \$1.5 million has been expended on capital projects and \$14.4 million in unreserved money is available for future projects. Mr. Shelby reported that to date we have received \$2.4 million from FEMA.

DIVISION OF UTILITY OPERATIONS

DUO-01. MONTHLY STATUS REPORT ON ALL CURRENT CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS

Mrs. Reynolds presented key project highlights as follows:

- Sombrero Road Distribution Replacement: 99% project completion
- C-905 Transmission Replacement: 97% project completion
- Stock Island Pump Station: 6% project completion

DUO-02. APPROVAL OF THE PURCHASE OF STAINLESS-STEEL STUFFING BOXES FOR FIVE (5) HIGH SERVICE PUMPS AT THE J. ROBERT DEAN WTP FROM SULZER PUMPS, INC. SOLE SOURCE FOR OEM PARTS (\$39,599.68)

On recommendation of Mr. Gomez and motion of Mr. Ritz, seconded by Mrs. Appell, the Board approved the purchase of stainless-steel stuffing boxes for the Five (5) high service pumps at the J. Robert Dean WTP from Sulzer Pumps, Inc. sole source for OEM parts in the amount \$39,599.68.

DUO-03. APPROVAL OF THE PURCHASE OF UPGRADE OF THE EXISTING GENERATOR SYNCHRONIZATION CONTROLS AT THE FLORIDA CITY WTP FROM GOVERNOR CONTROL SYSTEMS INC. (EST.AMOUNT OF \$179,000.00)

On recommendation of Mr. Gomez and motion of Mrs. Higgins, seconded by Mr. Toppino, the Board approved the purchase of upgrade of the existing generator synchronization controls at the Florida City WTP from Governor Control Systems Inc. estimated amount \$179,000.00.

DUO-04. APPROVAL OF THE PURCHASE OF A SPRAY SYSTEM FOR THE SLUDGE THICKNER TANK AT THE J. ROBERT DEAN WTP, FROM REBUILD-IT SERVICES GROUP, LLC, SOLE SOURCE FOR OEM DORR-OLIVER (\$42,217.00)

On recommendation of Mr. Gomez and motion of Mrs. Appell, seconded by Mrs. Higgins, the Board approved the purchase of a spray system for the Sludge Thickener Tank at the J. Robert Dean WTP, from Rebuild-It Services Group, LLC, sole source for OEM Dorr-Oliver in the amount \$42,217.00.

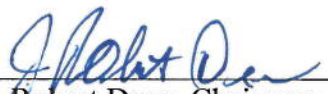
BOARD OF DIRECTORS

BOD-01. BOARD OF DIRECTORS DISCUSSION

ADJOURNMENT

With there being no further business, the meeting was adjourned at 11:54 a.m.

FLORIDA KEYS AQUEDUCT AUTHORITY

By: 
J. Robert Dean, Chairman

Attest:


David C. Ritz, Secretary/Treasurer

ATTENDANCE

BOARD MEMBERS

J. Robert Dean
Richard J. Toppino
David Ritz
Antoinette M. Appell
Cara Higgins

FKAA STAFF

Thomas G. Walker
Timothy Esquinaldo
Kerry Shelby
Jolynn Reynolds
Robert T. Feldman
Julie Cheon
Dan Hill
Peter Gomez

Maghan Barber
Jolynn Reynolds
Pam Albury
Randy Acevedo
Jay Miller
David Hackworth
Brent Cranny

MEMBERS OF THE PUBLIC

John Sweeting (Union Rep.)
Gavin Scarbrough
Tom Pope
Steve Geth
David Martinez

The background of the slide features a close-up photograph of a single water droplet on a light-colored, reflective surface. The droplet is in the center, with concentric ripples emanating from its base. A dark blue triangle is positioned on the left side, and a thick green diagonal line runs from the top-left towards the bottom-right, crossing over the triangle and the droplet.

FKAA KEY WEST SITE ANALYSIS

EXISTING SITE | KENNEDY DRIVE

Parking Analysis:

86 spaces required per City Parking Code

99 spaces for BB&T Easement

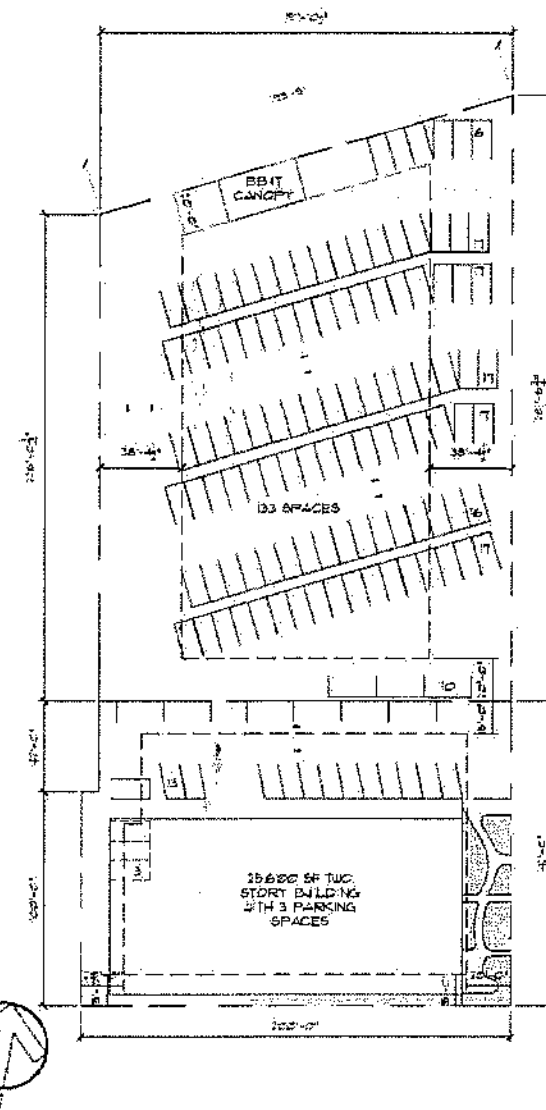
185 spaces required

133 spaces provided

Parking Summary:

52 space nonconformity exists on current site.

Any redevelopment will require deficiency to be addressed and meet current City Parking Requirements.



EXISTING SITE | 1100 KENNEDY

Land Development Code Notes:

- ① A height variance is required, but it will not go to referendum.
- ② A side and rear setback variance will be required to shift the building away from the Kennedy Street power lines.
- ③ The variance process can move concurrently with the design process.

Parking Analysis:

95 spaces required per City Parking Code
 99 spaces for BB&T Easement
 194 spaces required

133 existing spaces provided
 138 total spaces provided (Phase 1)
 214 total spaces provided (Phase 2)

Programming Notes:

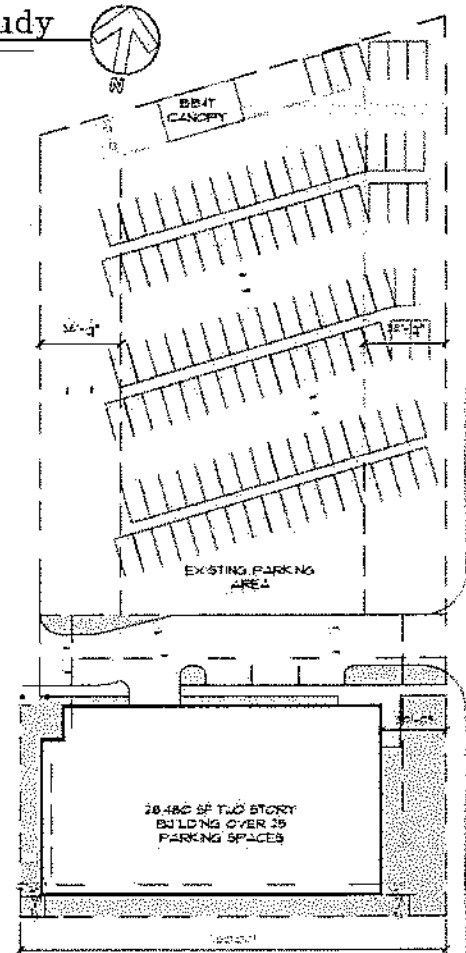
- ① Building smaller than proposed program requirements.
- ② Existing footprint is not optimal for natural lighting but can be mitigated in the design.

Cost Analysis:

Site Work: \$1,660,000
 Office Building: \$12,500,000
 Owner Costs: \$3,500,000
 Project Cost Estimate: \$17,700,000

Site Study

NTS





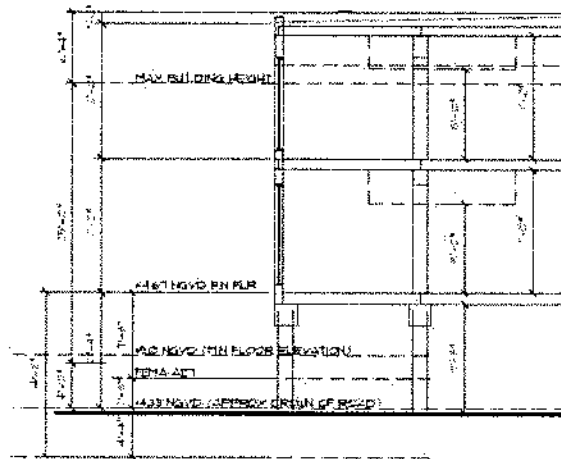
THANK YOU!



APPENDIX

SITE | 1100 KENNEDY

APPENDIX

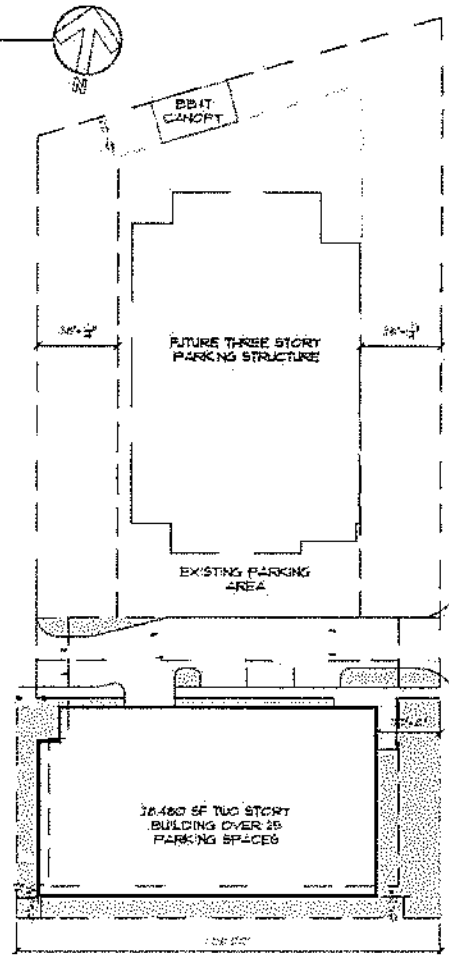


Height Diagram

NTS

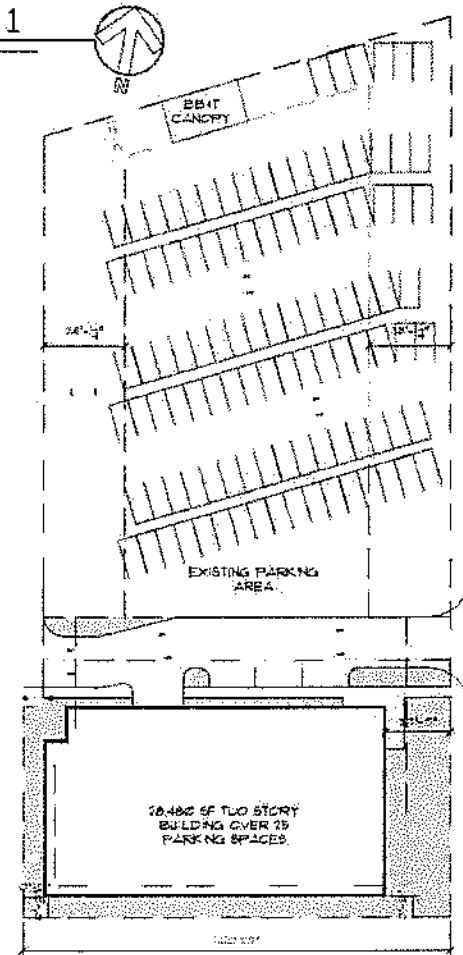
Phase 2

NTS

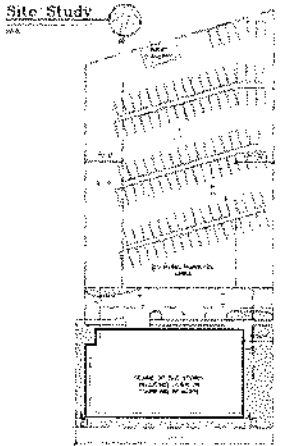


Phase 1

NTS

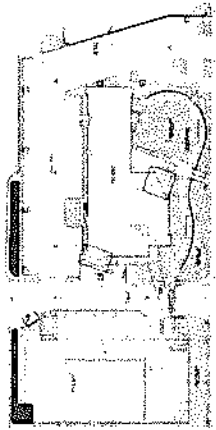


SITE COMPARISON APPENDIX



Proposed Design | Cost Analysis:

Site Work:	\$1,660,000
Office Building:	\$12,500,000
Owner Costs:	\$3,500,000
Project Cost Estimate:	\$17,700,000



Current Design | Cost Analysis:

Site Work:	\$2,235,000
Office Building:	\$12,324,000
Parking Garage:	\$6,467,000
Owner Costs:	\$4,920,000
Project Cost Estimate:	\$25,946,000

*Owner Costs Include:
A/E Design and Construction Fees, PM Fees, Inspections, Surveying, Decorating, Furnishings, Equipment, Art in Public Places, Rent and Moving Expenses.

