

**ADVISORY UTILITY COMMITTEE
MEETING MINUTES
October 7, 2013* 5:30 P.M.* CITY HALL**

The Advisory Utility Committee for the City of Lake City, met on October, 7, 2013, at 5:30 P.M. in the Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, Florida.

MEMBERS

George Ward- City Council Member- Chairman
Eugene Jefferson- City Council Member
Stephen M. Witt- Mayor, Ex-officio member
Grayson Cason- Assistant City Manager
Walt Graham- Contractor, non-council board member
Keith Hampton- Director of Distribution, Collection and Construction of Utility System
Thomas Henry- Director of Public Works
Wendell Johnson- City Manager
Steve Roberts- Executive Director of Utilities
Joe Sheldon- Gas Superintendent
Sonny Van-Skyhawk- Director of Wastewater

Also in attendance:

Herbert Darby- City Attorney
Michele Greene- Acting Committee Secretary

1. CALL TO ORDER
Chairman Ward called the meeting to order at 5:30PM.

2. ROLL CALL
Chairman Ward asked Ms. Greene to call roll. Attendance is indicated above.

3. APPROVAL OF AGENDA
Mr. Johnson made a motion to approve the agenda as published. Mr. Jefferson seconded the motion and the motion carried on a voice vote.

4. PUBLIC COMMENTS
Mr. Lilker asked about the status of Mr. Dave Clanton.

5. MINUTES- December 17, 2012
Mr. Johnson made a motion to accept the minutes of the December 17, 2012 Advisory Utility Meeting as published. Mr. Jefferson seconded the motion. The motion passed on a voice vote.

6. OLD BUSINESS
None

7. NEW BUSINESS

A. Water & Wastewater General Engineering Services- Staff Recommendation to Publish Request for Qualifications (RFQ)

Mr. Johnson made a motion to recommend to the City Council to have the City publish a Request for Qualifications (RFQ) to obtain two to three engineering firms to provide engineering services with the emphasis being on water and wastewater major issues. Mr. VanSkyhawk seconded the motion. The motion was passed on a voice vote.

B. St. Margarets Wastewater Treatment Plant (WWTP) Improvements

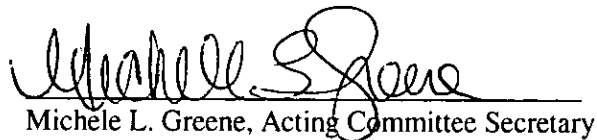
Mr. Johnson advised that Mittauer & Associates provided the recommendation to the City to award the contract for the St. Margarets WWTP to Brandes Design-Build. Mr. Johnson explained that it became apparent of the need to evaluate different aspects of the wastewater treatment and effluent reuse systems for improvements and for additional capacity. **Mr. Johnson made a motion to recommend to the City Council to grant an extension to the bid offer of Brandes Design-Build until December 31, 2013. Mr. Cason seconded the motion. The motion passed on a voice vote.**

C. Wastewater treatment and effluent reuse systems- Evaluation for improvements and additional capacity

Members discussed the need to evaluate for improvements and for additional capacity. This evaluation would include a review of the entire wastewater system. **Mr. Johnson made a motion to recommend to Council to enter into Task Order #3 with Hatch Mott MacDonald to perform as assessment of the entire wastewater system and effluent reuse systems. Mr. Jefferson seconded the motion. The motion passed on a voice vote.**

10. ADJOURNMENT

There being no further business the meeting adjourned at 6:15 PM.


Michele L. Greene, Acting Committee Secretary