

CHARLOTTE HARBOR WATER ASSOCIATION
Board of Directors Meeting
January 14, 2020, 4:00 p.m.
Minutes

Meeting was called to order at 4:00 p.m. located at 2515 Highlands Rd in the CHWA Office.

Directors in attendance and constituting a quorum were:

Stephen Vieira, President
Richard Guimond, Vice President
William Lemna, Treasurer
Ned Rose, Secretary
Stephen Schwarz, Director

Staff in attendance:

Scott Baker, Superintendent
Lisa Kolar, Accountant

Others in attendance:

Brett Messner, Tetra Tech
Danny Nelson, Tetra Tech
Christian Colarusso, Tetra Tech
Andrew Woodcock, Tetra Tech

APPROVAL OF MINUTES

1. Approval of the minutes for the Board of Directors regular meeting, December 10, 2019:

Motion to Approve the minutes for the December 10, 2019 Board of Directors regular meeting made by Stephen Schwarz, seconded by Richard Guimond, vote 5 – 0.

OLD BUSINESS

1. 10 Year Financial Projection for USDA

The USDA is requiring demonstration of the financial strength of CHWA as part of the application for the R/O Treatment Plant Upgrade / Deep Injection Well project. This spreadsheet shows projections based on known projects that are currently in progress with the USDA and land developments in progress (Sunseekers). It is a conservative model and shows Cash on Hand being used to cover yearly shortfalls and to fund future capital projects.

Motion to Approve the 10 Year Financial Projection for the USDA made by Richard Guimond, seconded by Stephen Schwarz, vote 5 – 0.

2. Engineer update / USDA update –

- a. Christian Colarusso, Tetra Tech, provided an update of the projects:

Water Use Permit Modification – the Southwest Florida Water Management District responded to the permit application and rejected the growth projection presented. Application was modified using the BEBR medium growth rate instead of the BEBR high growth rate. This will allow an average withdrawal of 900,000 gallons per day for a 30-year permit. A permit modification can then be done 5-10 into the future if growth rate exceeds these amounts.

Distribution System Improvement project – Design was on hold due to the Charlotte County requirements that there can be no open cuts across roads and that old water lines be removed as the new lines are installed. Tetra Tech and CHWA personnel met once again with Charlotte County officials to discuss both issues. It was agreed that CHWA will bore lines and only use open cuts where absolutely needed. It was also agreed that CHWA will not be required to remove the old water lines but will take responsibility of the lines in the future if removal is required. Design has now continued with a 90% completion expected by the end of January and 100% completion by the end of February.

Well #9 – the FDEP permit is expected to be approved in the next two weeks. The Department of Environmental Protection is requiring a tweak to the lines and valves and example points.

NEW BUSINESS

2. 2020 Annual Meeting –

Scott Baker provided the Agenda for the 2020 Annual Meeting and discussion was held on the topics that will be presented at the meeting. Rates will be discussed first. Then an explanation of the USDA Grant/Loan process. Angela Valentin, CHWA Office Manager, will provide a presentation of the new website and how to access water billing accounts online, and information that will be now printed on the back side of the water bill. The engineers and public outreach officer will do a presentation on what to expect when the Distribution System Improvement project is under way.

FUTURE BUSINESS

1. Annual Meeting – Wednesday, January 29, 2020, Deep Creek Elementary School at 7:00 pm
2. February Regular Meeting – February 18, 2020 at 2:00 pm

REPORTS

1. Manager's report

- a. Sunseeker update – agreement has not been signed for the connection fees. Scott is estimating that within the next few weeks the agreement should be in place.
- b. Scott presented the back side of the water bill and explained that is now required by the Southwest Florida Water Management District that all bills have the Water Rates displayed and that conservation tips be provided.

MEMBER INPUT

William Lemna would still like to produce a Cash Flow of CHWA for his own use. He has requested Tetra Tech's information that they used to develop the 10 Year Financial Projection.

MOTION TO ADJOURN

Motion to Adjourn at 5:22 p.m. made by Stephen Schwarz, seconded by William Lemna, accepted 5-0.

Minutes approved without / with amendments on February 18, 2020.

Motion by: Richard Gusman 2nd by: Ned Rose Vote: 5-0

President's Signature 