TAMPA BAY WATER
Supplying Water To The Region

2575 Enterprise Road, Clearwater, FL 33763
Phone: 727.796.2355 / Fax: 727.791.2388
tampabaywater.org

Board of Directors
Dave Eggers
Ron Oakley
Harry Cohen
Rob Marlowe
Charlie Miranda
Kathleen Peters
Darden Rice
Mariella Smith
Kathryn Starkey

Interim General Manager
Charles H. Carden

General Counsel
Barrie S. Buenaventura
Conn & Buenaventura, P.A.

BOARD AGENDA

March 15, 2021 – 9:30 AM

REGULAR MEETING

OPEN TO THE PUBLIC

This meeting will be conducted as a hybrid virtual meeting. A quorum of Board members will participate in person at Tampa Bay Water Administrative Offices, 2575 Enterprise Road, Clearwater, Florida 33763, and some of the members may participate through video conferencing via Zoom. Interested parties may attend the meeting in-person (though audience seats are limited); or attend the meeting via the following link: www.tampabaywater.org/livemeeting or by teleconference after contacting Krista Simon at (727)791-2347 or ksimon@tampabaywater.org to obtain the teleconference dialing instructions.

PUBLIC COMMENT
Interested parties may provide public comment in person or by submitting written comments to ksimon@tampabaywater.org by 5:00 p.m. on March 12, 2021, to be read into the meeting record by the Agency clerk, or via teleconference during the public comment portion of the meeting, after contacting Krista Simon by one of the methods identified above to obtain the teleconference dialing instructions.

The next Tampa Bay Water Budget Workshop and Regular Board Meeting will be Monday, April 19, 2021.

ACCOMODATIONS
Anyone requiring reasonable accommodations for this meeting as provided for in the Americans With Disabilities Act should contact the Records Department at (727)796-2355 x2401 at least three working days prior to the public meeting. If a person decides to appeal any decision made by the Board, with respect to any matter considered at this meeting, he/she will need a record of the proceedings, and for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, such record includes the testimony and evidence upon which the appeal is to be based.

Regular Meeting Agenda

MONDAY, MARCH 15, 2021 – 9:30 AM

9:30 AM - CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT - (3 Minutes per speaker)

AGENDA

CONSENT AGENDA

A. GENERAL MANAGER

A.1 February 15, 2021 - Regular Meeting - Draft Agenda Minutes - *Approve*
A.2 Tampa Bay Water Performance Dashboard Update - *Status Report*
A.3 Proposed COVID-19 Emergency Sick Leave Extension - *Approve*

B. GENERAL COUNSEL

No items to report.

C. WATER PRODUCTION

C.1 HACH Company Sole Source Procurement for Analytical Equipment, Replacement Parts and Consumable Supplies, SSP #2020-513 - *Approve*

D. SCIENCE AND TECHNICAL

D.1 Energy Management Program - *Status Report*
D.2 Capital Improvement Program - Task Order Authorization - *Approve*
D.3 Regional Water Supplies, Member Demands and Environmental Conditions - *Receive Report*
D.4 Long-term Master Water Plan Feasibility Studies - *Status Report*

E. FINANCE

E.1 Lease for Multi-functional Copy Equipment - *Approve*
E.2 Contract Renewals - *Approve*
E.3 Procurement Exceptions Vendor Limits - *Approve*
E.4 Fiscal Year 2021 Budget Category Transfer - *Approve*

F. CONSENT DISCUSSION

No items to report.

REGULAR AGENDA

G. GENERAL MANAGER

G.1 General Manager's Report - *Status Report*
G.2 2021 Legislative Program Update - *Receive Report*
G.3 City of Tampa Letter of Request - *Discussion*

H. GENERAL COUNSEL

No items to report.

I. WATER PRODUCTION

I.1 South-Central Hillsborough County Memorandum of Understanding - *Receive Report*

J. SCIENCE AND TECHNICAL

J.1 Reclaimed Water Pricing Analysis - *Status Report*
J.2 Tampa Bay Water Wise Program - Cooling Tower Rebate and Website Changes - *Status Report*
J.3 Water Quality Update - *Status Report*

K. FINANCE

K.1 2020 Management and Performance Audit Recommendations Tracking and Reporting Plan - *Receive Report*

L. OLD BUSINESS AND OTHER ADMINISTRATIVE MATTERS

L.1 General Counsel Contract Amendment - *Approve*
L.2 Member Government Report - City of New Port Richey - *Status Report*
L.3 General Manager Recruitment - *Receive Report*

M. RECEIVE & FILE

M.1 Human Resources Activity Report for February 2021 - *Receive Report*
M.2 Legal Services Activity Report for February 2021 - *Receive Report*
M.3 Public Affairs Activity Report - February 2021 - *Receive Report*
M.4 Science and Technical Division Activity Report for February 2021 - *Receive Report*
M.5 Water Production Activity Report for February 2021 - *Receive Report*
M.6 Finance and Administration Services Activity Report - February 2021 - *Receive Report*
M.7 Legal Services Budget Report for February 2021 - *Receive Report*
M.8 Comprehensive Check List with Delegated Check Approval Items for January 2021 - *Receive Report*
M.9 Investment Schedule for January 2021 - *Receive Report*
M.10 Financial Statement as of January 2021 - *Receive Report*
M.11 Potential True Up of Fixed Costs between Member Governments as of January 31, 2021 - *Receive Report*
M.12 Management Statistic Report with Aged Accounts Receivable as of January 31, 2021 - *Receive Report*
M.13 Disposition of Fixed Assets through January 2021 - *Receive Report*
M.14 Vendor's Status Report through January 2021 - *Receive Report*

ADJOURNMENT

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM A.1

DATE: March 2, 2021

TO: Board of Directors

FROM: Charles H. Carden, Interim General Manager

SUBJECT: February 15, 2021 - Regular Meeting - Draft Agenda Minutes - *Approve*

SUMMARY

On February 15, 2021, Tampa Bay Water's Board of Directors held its Regular Board Meeting. A quorum of the Board of Directors of Tampa Bay Water met in person at the Clearwater Administrative Offices. One board member attended the meeting via Zoom videoconferencing platform. Draft minutes were prepared from the meeting for Board approval.

SUGGESTED ACTION

Approve February 15, 2021 Minutes.

COST/FUNDING SOURCE

N/A

DISCUSSION

Draft minutes are attached for the Board's review and approval.

Attachment (1)

February draft minutes - FINAL.pdf

AGENDA ITEM A1

Tampa Bay Water

Regular Meeting

February 15, 2021 Minutes

A quorum of the Board of Directors of Tampa Bay Water met in person at the Clearwater Administrative Offices. One board member attended the meeting via Zoom.

9:30 AM - CALL TO ORDER

BOARD MEMBERS PRESENT:

Present: Chairman - Commissioner Dave Eggers, Pinellas County
Vice-Chairman - Commissioner Ron Oakley, Pasco County
Mayor Rob Marlowe, City of New Port Richey
Commissioner Harry Cohen, Hillsborough County
Councilman Charlie Miranda, City of Tampa
Commissioner Kathleen Peters, Pinellas County
Council Member Darden Rice, City of St. Petersburg
Commissioner Mariella Smith, Hillsborough County (via Zoom)
Commissioner Kathryn Starkey, Pasco County

Absent: Commissioner Kathleen Peters, Pinellas County

Staff: Chuck Carden, Interim General Manager

Presenters: Chuck Carden, Interim General Manager
Sandro Svrdlin, Finance Manager
Daniel Anderson, Mauldin & Jenkins, LLC
Wade Sansbury, Mauldin & Jenkins, LLC
Barrie Buenaventura, General Counsel
Tirusew Asefa, System Decision Support Manager
Maribel Medina, Planning and Projects Manager
Ken Herd, Chief Science and Technical Officer
John Palenchar, City of St. Petersburg

General Counsel: Barrie Buenaventura, General Counsel

DRAFT

A list of others who were present and who signed the attendance roster was filed in the permanent files of Tampa Bay Water. Staff and consultants presenting to the Board are listed above.

Chairman Eggers called the meeting to order at 9:30 a.m.

PLEDGE OF ALLEGIANCE

Vice-Chairman Oakley led the Pledge of Allegiance.

PUBLIC COMMENT - (3 Minutes per speaker)

Chairman Eggers opened the Regular Board meeting to public comment. The following speaker(s) made public comment to the Board of Directors:

David Ballard Geddis
Mark Klutho

Public comment was duly recorded and is filed in the permanent records of Tampa Bay Water.

CONSENT AGENDA

A. GENERAL MANAGER

A.1 December 14, 2020 - Regular Meeting - Draft Agenda Minutes
Approve December 14, 2020 Minutes.

A.2 Tampa Bay Water Performance Dashboard Update
Receive Report

A.3 Recruitment for the General Manager Position Status Report and Interim General Manager Pay Adjustment Recommendation
Receive Report and Approve

B. GENERAL COUNSEL

No items were presented to the Board.

C. WATER PRODUCTION

C.1 South Central Hillsborough County Memorandum of Understanding
Receive Report

C.2 First Amendment to As-Needed Engineering Services Contract No. 2017-028 with McKim & Creed, PA for additional professional engineering services
Approve First Amendment to Contract No. 2017-028 with McKim & Creed, PA.

C.3 First Amendment to As-Needed Surveying Services Contract No. 2020-007 with Cumby & Fair, Inc., to increase the contract limit for additional survey services
Approve First Amendment to Contract No. 2020-007 with Cumby & Fair, Inc.

C.4 Tampa Bypass Canal Pump Station Starters Replacement, Project No. 50064, Eau Gallie Electric, Inc, Contract No. 2019-044 - Closeout
Approve Tampa Bypass Canal Pump Station Starters Replacement Project – Contract No. 2019-044 to Eau Gallie Electric, Inc.

C.5 Surface Water Treatment Plant Entrance Canopy, Project No. 09012, Veolia North America-South, LLC, Contract No. 2019-515 - Closeout
Approve Surface Water Treatment Plant Entrance Canopy Project – Contract No. 2019-515 to Veolia North America-South, LLC.

C.6 Mowing & Grounds Maintenance Services - Contract No. 2019-001 with Albert E. Roller, LLC - Fourth Amendment
Approve Mowing & Grounds Maintenance Services Contract No. 2019-001 to Albert E. Roller, LLC.

D. SCIENCE AND TECHNICAL

D.1 Capital Improvements Program Executive Quarterly Report
Receive Status Report

D.2 Capital Improvement Program - Task Order Authorization
Approve Task Order

D.3 As-Needed Project Management Office and Project Management Consulting Services - Contract Nos: 2021-019 and 2021-020
Approve As-Needed Project Management Office and Project Management Consulting Services Contract Nos. 2021-019 and 2021-020

D.4 Water Conservation Month Proclamation
Approve Proclamation

D.5 Long-term Master Water Plan Feasibility Studies
Receive Status Report

D.6 Tampa Bay Water Wise Program Update
Receive Status Report

D.7 Water Quality Update
Status Report

D.8 Regional Water Supplies, Member Demands and Environmental Conditions
Receive Status Report

E. FINANCE

E.1 Fiscal Year 2020 Year-end Reporting of Encumbered and Unencumbered Funds Transfers
Receive Report

E.2 Estimated Fees for the Fiscal Year 2021 Independent Annual Financial Statement Audit and As-Needed Accounting Services
Approve Fiscal Year 2021 Financial Statement Audit and As-Needed Accounting Services

E.3 General Manager's Quarterly Travel Report
Receive Report

E.4 Agency Option Year Contract Renewals
Approve Contract Renewals

F. CONSENT DISCUSSION

Chairman Eggers announced the Consent Agenda and asked if any agenda items should be pulled for discussion. Chairman Eggers pulled Agenda Item A.3 and C.1 and asked for a motion to approve the Consent Agenda except for Agenda Item A.3 and C.1.

Motion: Vice-Chairman Oakley moved to Approve the Consent Agenda except for Agenda Items A.3 and C.1. Commissioner Starkey seconded the motion.

Vote: The motion CARRIED by a vote of 8 - 0.

Chairman Eggers asked Roberta Kety, Human Resources Director, to provide a status update on Agenda Item A.3 concerning Recruitment for the General Manager Position and Interim General Manager Pay Adjustment.

Ms. Kety provided an update on the recruitment for the General Manager position and the creation of a Selection Committee. Staff anticipates bringing a final contract to the Board in April. Ms. Kety also discussed provided staff's recommendation concerning a pay adjustment for Chuck Carden while he serves as Interim General Manager.

Motion: Vice-Chairman Oakley moved to Approve Agenda Item A.3. Commissioner Starkey seconded the motion.

Vote: The motion CARRIED by a vote of 8 - 0.

Chairman Eggers asked Chuck Carden, Interim General Manager and Chief Operating Officer, to provide a status update on Agenda Item C.1 concerning the South-Central Hillsborough County Memorandum of Understanding.

Mr. Carden explained Hillsborough County Board of County Commissioners rescheduled its South Hillsborough County water workshop for February 24 and invited Tampa Bay Water to participate. Staff will attend virtually to address any questions on the agency's short- and long-term projects. He gave a quick status of these projects that included: continuing a bi-weekly meeting with County staff to discuss the ongoing projects, status of the High Service Pump Station project and the New Point of Connection discussions. The Tampa Bay Water Brandon Booster Station is currently at the 60 percent design stage and the agency received three submittals on its Request for Proposals for the pipeline route engineer. Finally, Mr. Carden described a graph that was sent to the Board concerning supply and demand projections for this service area. Chairman Eggers asked if the agency is coordinating time schedules with the County and Mr. Carden responded that they were and that the Construction Manager at Risk recently hired was reviewing the schedule.

Motion: Vice-Chairman Oakley moved to Approve Agenda Item C.1. Commissioner Starkey seconded the motion.

Vote: The motion CARRIED by a vote of 8 - 0.

REGULAR AGENDA

G) GENERAL MANAGER

Chuck Carden, Interim General Manager spoke briefly about the recent cyber security incident which occurred in the City of Oldsmar. Mr. Carden stated staff has reviewed all agency protocols and security measures, noting Tampa Bay Water has a robust cyber security system currently in place.

G.1 2020 Agency Accomplishments and 2021 Outlook
Receive Report

Chuck Carden, Interim General Manager, reviewed the agency's 2020 accomplishments highlighting that the agency maintained the wholesale water rate at $2.55 per 1000 gallons with the approved 2021 budget; initiated the regional water quality study; launched the Tampa Bay Water Wise Program; submitted the renewal of the Consolidated Water Use Permit; completed the 2020 Agency Succession Plan; and created a new Projects and Planning Department among many others. He also mentioned that Tampa Bay Water received the Distinguished Budget Presentation Award and Certificate of Achievement for Excellence in Financial

Reporting. Mr. Carden then reviewed the major projects and programs staff will be bringing to the Board for discussion and direction in 2021.

A copy of the full report can be found in the agency's Records Department.

No Board action was required on this item.

G.2 Agency Response to Board Workshops and Action Plan for Agency Strategic Plan Update
Receive Report.

Chuck Carden, Interim General Manager, provided highlights and staff response to the Board's priorities from the three workshops highlighting short- and long-term steps to increase understanding of each member government's water system and issues; transparency, data-sharing; greater awareness of the Southwest Florida Water Management District's strategic plan; a strategic approach to water issues and water supply; better communication to the Board; and water quality. Mr. Carden also provided an update on the Agency Strategic Plan which included a task order to WSP, USA Inc. to update the strategic plan and create a performance measurement system resulting in a 3 to 5-year roadmap for the agency. Staff will be developing a 1-year tactical plan to lay out objectives and resources needed. Dashboards will be used for tracking and reporting on progress. The Board will be updated to allow input, comments, and direction throughout the process.

Chairman Eggers asked if there were any updates on legislation in Tallahassee. Ms. Stom responded that Peter Dunbar and Matthew Blair are monitoring matters closely. Regular reports are received and will be forwarded to the Board.

A copy of the full report can be found in the agency's Records Department.

No Board action was required on this item.

G.3 Reports of Certified Public Accountants Regarding Financial Statements for the year ended September 30, 2020
Receive Report

Sandro Svrdlin, Finance Manager, stated an independent audit of the agency's financial statements for fiscal year 2020 was completed by Mauldin & Jenkins. Mr. Svrdlin introduced Wade Sansbury and Daniel Anderson, auditors with Mauldin & Jenkins, to provide the audit results. Mr. Anderson provided a brief history of Mauldin Jenkins and stated they have issued an unmodified opinion, which is the highest form of assurance they can render with regard to the fairness of the financial statements they are opining. Mr. Anderson advised they perform additional procedures in accordance with Government Auditing Standards and issue a report on compliance with those standards and there were no issues. Mr. Anderson stated in summary that the agency's financial statements are considered

to present fairly in all material respects the financial position and results of operations of Tampa Bay Water as of and for the year ended September 30, 2020.

Council Member Rice asked if there were issues flagged in the management letter that the Board should pay attention to. Mr. Anderson responded no.

Chair Commissioner Eggers said it sounds like a really clean audit and really glad for Christina Sackett's and Sandro Srvdlin's work this year with the auditors.

A copy of the full report can be found in the agency's Records Department.

No Board action was required on this item.

H) GENERAL COUNSEL

H.1 Proposal from Tampa Bay Water's Former General Manager
Consider proposal from former General Manager and take action, if desired.

Barrie Buenaventura, General Counsel, introduced item H.1 concerning the proposal from the agency's former General Manager. Ms. Buenaventura reviewed the proposal and provided options to the Board.

Commissioner Starkey asked if Mr. Jordan was fully vested in the Florida Retirement System (FRS). Ms. Buenaventura responded Mr. Jordan was seven months shy of being fully vested. Roberta Kety, Human Resources Director, provided clarification between the investment program versus the pension plan.

With no other comments or questions, Chairman Egger asked for a motion

Motion: Vice-Chairman Oakley moved to reject the proposal from former General Manager. Council Member Rice seconded the motion.

Vote: The motion CARRIED by a vote of 8 - 0.

I) WATER PRODUCTION

No items were presented to the Board.

J) SCIENCE AND TECHNICAL

J.1 Annual Demand Forecast Update and Evaluation
Receive presentation. Continue annual updates of Agency long-term demand forecasts.

Tirusew Asefa, System Decision Support Manager, provided a presentation on the Annual Demand Forecast. Mr. Asefa stated the Annual Demand Update is part of budgeting and shows the 2022 Fiscal Year source allocation and the prediction is used in the Long-term Master Water Plan. Next, Mr. Asefa reviewed demands in the region and explained the process by which the agency calculates the demand projections.

Chairman Eggers asked if the member governments provided all information needed to assist with the modeling. Mr. Asefa responded yes. Chairman Eggers asked how overall demands are forecasted when the member governments model forecasting is different. Mr. Asefa explained staff uses the numbers provided by the member governments. Councilman Miranda asked if the 192.2 million gallons per day (mgd) total water production includes the City of Tampa. Mr. Asefa responded yes. Commissioner Smith asked if the first two dots on slide 6 are actual increased demand. Mr. Asefa replied yes. Commissioner Smith stated the red line is demand for South Central Hillsborough County. Mr. Asefa agreed. Commissioner Smith asked how infrastructure is planned during drought. Mr. Asefa explained in extreme drought conditions, the agency uses the Water Shortage Mitigation Plan.

A copy of the full report can be found in the agency's Records Department.

No Board action was required on this item.

J.2 Capital Improvements Program: Solicitation of Professional Services for an Integrated Program Manager Consultant
Approve

Maribel Medina, Planning and Projects Manager, provided a presentation on the Capital Improvements Program: Solicitation of Professional Services for an Integrated Program Manager Consultant. Ms. Medina stated the current Capital Improvements Program (CIP) includes 90 projects with a $330 million budget. Expenditures will start increasing in 2025 and peak during heavy construction in Fiscal Years 2027-2028. Currently, staff is updating the CIP for Fiscal Years 2022-2031 which will be presented to the Board in April. Staff recommends proposed improvements to the capital project delivery process to ensure the agency will keep up with planned expenditures and project schedules. To assist staff in the execution and delivery of the CIP, staff recommends an Integrated Program Management Consulted be retained. The scope of work will be assigned on an as-needed basis. Ms. Medina reviewed the next steps with staff recommending Board approval of the solicitation services for an Integrated Program Management Consultant.

Chairman Eggers asked about the term of the agreement. Ms. Medina stated 8 years. Chairman Eggers asked if the contract includes language to address performance issues. Ms.

Buenaventura stated the contract can be terminated at the discretion of the Board, consistent with standard agency contractual provisions.

Motion: Kathryn Starkey moved to Approve Solicitation of Professional Services for an Integrated Program Manager Consultant. Vice-Chairman Oakley seconded the motion.

Vote: The motion CARRIED by a vote of 8 - 0.

A copy of the full report can be found in the agency's Records Department.

J.3 Design-Build Services for the C.W. Bill Young Regional Reservoir Solar Energy System Project (52004), Contract No: 2021-005
Approve negotiated contract with top-ranked consultant, Advanced Roofing, Inc., d/b/a Advanced Green Technologies for the C. W. Bill Young Regional Reservoir Solar Energy System project (52004) Contract No: 2021-005.

Maribel Medina, Planning and Projects Manager, provided a presentation on the Design-Build Services for the C.W. Bill Young Regional Reservoir Solar Energy System Project. Ms. Medina explained in June 2018, the Board tasked staff with evaluating the feasibility of installing a large-scale solar energy system at the reservoir site. An Energy Program as-needed consultant was procured to evaluate alternatives for a small- and large-scale solar installation at the site. The evaluation showed that a small-scale ground-mounted installation was the most feasible alternative. Results of the evaluation were presented at the October 2018 Board meeting and the project was added to the Agency's Capital Improvements Program. Ms. Medina proceeded to describe the solar installation project. The installation would produce an estimated annual savings of $60,000 in electrical costs. Ms. Medina stated the project is estimated to be completed by February 2022 and 80 percent of the capital costs are funded through Energy Program funds with the remaining budget being funded with the Pay- Go Funds. Estimated maintenance costs of approximately $4,000 per year will be funded in future fiscal years as part of the operating budget. A Request for Proposals was advertised in September 2020 and four responses were received. The Selection Committee ranked Advanced Roofing, Inc. d/b/a Advanced Green Technologies to be the most qualified to provide the design build services. Staff recommended the Board to approve the negotiated contract in the amount of $1,499,271 to Advance Technologies, Inc.

Chairman Eggers asked about the payback period. Ms. Medina stated the anticipated savings is $60,000 per year with a payback period of 19 years. Ms. Medina explained the expected life of the solar system is 25 years. The agency will not incur debt as available funds will be used. Chairman Eggers asked if the payback period would get shorter as the project goes forward. Ms. Medina stated it is a possibility if electricity costs go up as recently announced by the area energy providers. Commissioner Starkey asked if any grants are available. Ms. Medina

responded staff will research that option. Vice-Chairman Oakley stated Tampa Electric (TECO) had an 18 percent rate increase planned and asked it the payback calculation includes TECO's rate increase. Ms. Medina confirmed. Council Member Rice asked if the solar system would be used to supplement the pumps at the pump station. Ms. Medina stated the solar installation will provide power to the compressor system and not the pump station. Mr. Carden explained 80 percent of the project will be funded with monies received from TECO's standby power program, which serves as a source of revenue to Tampa Bay Water.

Motion: Commissioner Starkey moved to Approve the negotiated contract with top-ranked consultant, Advanced Roofing, Inc., d/b/a Advanced Green Technologies for the C. W. Bill Young Regional Reservoir Solar Energy System project (52004) Contract No: 2021-005. Mayor Marlowe seconded the motion.

Vote: The motion CARRIED by a vote of 8 - 0.

A copy of the full report can be found in the agency's Records Department.

J.4 Reclaimed Water Pricing Analysis
Receive Status Report

Ken Herd, Chief Science and Technical Officer, explained that concern has been expressed from member governments regarding a potential conflict of interest involving the services of Raftelis. Mr. Herd provided background on services provided to the agency by Raftelis noting the agency is halfway through the current reclaimed valuation work assignment. In January, the agency was notified by Hillsborough County that the County intended to retain members of the former PRMG firm to help establish the value of reclaimed water. Raftelis purchased PRMG in 2019. Mr. Herd explained that if there is a perception that a conflict of interest exists, it would be in the best interest of the project to discontinue the services of Raftelis. Staff will be back to the Board in March with an assessment of whether additional consulting services will be needed to conclude the reclaimed valuation work. Mr. Herd also explained that Raftelis has done good work and this decision is not based on the quality of services provided by Raftelis.

Chairman Eggers asked if staff are looking to make a change or bring in another consultant to finish the project. Mr. Herd explained the agency would discontinue the as-needed services of Raftelis and evaluate how to proceed going forward.

Mr. Herd continued the presentation on the Reclaimed Water Pricing Analysis. Mr. Herd stated that the scope of the effort is to establish a reclaimed water price methodology for the SHARP project credits and complete a Memorandum of Understanding (MOU) by June 2021.

This will allow for the remainder of the year to develop a detailed agreement with Hillsborough County. Once completed, this will allow staff to compare the South Hillsborough Wellfield via SHARP credits project alternative with the other two Master Water Plan alternatives in 2022. Mr. Herd explained the result of a workshop held with the utility directors in September 2020, where the methods of value-based approach and cost-based approach were initiated. Mr. Herd provided details concerning the two approaches and explained that the Board-established project selection criteria are not based solely on cost.

Mr. Herd provided specific details regarding model results for the value-based approach and cost-based approach using initial preliminary cost information. The value-based method resulted in a reuse price of $0.06 per thousand gallons and the cost-based method resulted in a reuse price of $1.37 per thousand gallons. Staff will be meeting with Hillsborough County to further discuss the model numbers and the County's willingness to commit reuse credits over periods of time. An additional workshop with the utility directors is planned for March. Staff will provide updates to the Board monthly.

Chairman Eggers asked if all member governments have excess reclaimed water. Mr. Herd responded yes. Chairman Eggers asked if all member governments get rid of some of their reclaimed water in the rainier parts of the year. Mr. Herd responded yes. Commissioner Starkey asked if New Port Richey has access to reclaimed water. Mayor Marlowe responded some reclaimed water, but most reclaimed water has been going to Pasco County's system.

A copy of the full report can be found in the agency's Records Department.

No Board action was required on this item.

K) FINANCE

No items were presented to the Board.

L) OLD BUSINESS AND OTHER ADMINISTRATIVE MATTERS

Chairman Eggers requested Agenda Item L.2 be moved before Item L.1.

L.2 Election of Officers - Board Organizational Action
Elect a Chair and Vice-Chair to serve for a one-year term of office.

Chairman Eggers passed the gavel to Chuck Carden, Interim General Manager. Mr. Carden opened the nominations for the position of Chairman of the Tampa Bay Water Board of Directors. Vice-Chair Oakley nominated Commissioner Eggers as Chairman. With no other nominations, Mr. Carden closed nominations and requested a vote on Commissioner Eggers as Chair.

Vote: Commissioner Eggers was elected Chairman by vote of 8-0 of the Board.

Chairman Eggers opened the nominations for Vice Chair of Tampa Bay Water Board of Directors. Commissioner Starkey nominated Commissioner Oakley as Vice Chair. With no other nominations, Chairman Eggers closed nominations and moved for a vote of Commissioner Oakley as Vice Chair.

Vote: Commissioner Oakley was elected Vice Chair by a vote of 8-0.

Chairman Eggers asked Ms. Buenaventura to clarify if the Executive Committee still exists. Ms. Buenaventura explained the Executive Committee consists of the Chair, Vice-Chair and one representative from another county, as well as alternate. She stated it is at the Board's discretion whether to form an Executive Committee now should there be a need to hold an Executive Committee meeting in the future. Chairman Eggers asked for a nomination of a third committee member. Councilman Miranda nominated Commissioner Smith. Vice-Chair Oakley seconded the nomination. With no other nominations, Chairman Eggers closed nomination and called for a vote to name Commissioner Smith to the Executive Committee.

Vote: Commissioner Smith was elected to the Executive Committee by a vote of 8-0.

Chairman Eggers recognized Council Member Rice. Council Member Rice expressed her desire to continue to serve as Alternate on the Executive Committee. Chairman Eggers responded that would be considered at a later meeting.

L.1 Member Government Report - City of St. Petersburg

Receive Report

John Palenchar, Director of Water Resources, City of St. Petersburg, provided an overview of the City of St. Petersburg drinking water system and collaboration with Tampa Bay Water.

A copy of the full report can be found in the agency's Records Department.

No Board action was required on this item.

M) RECEIVE & FILE

M.1 Human Resources Activity Report for December 2020 and January 2021
Receive Report

M.2 Legal Services Activity Report for December 2020 and January 2021
Receive and File

M.3 Legal Services Budget Report for December 2020 and January 2021
Receive and File

M.4 Public Affairs Activity Report - December 2020 and January 2021
Receive Report

M.5 Finance and Administration Services Activity Report - December 2020 & January 2021
Receive and File

M.6 Comprehensive check list with Delegated Check Approval items for November and December 2020
Receive and File

M.7 Investment Schedule for November and December 2020
Receive

M.8 Financial Statements - November and December 2020
Receive and File.

M.9 Potential True Up of Fixed Costs between Member Governments as of November 30, 2020 and December 31, 2020
Receive and File

M.10 Management Statistic Report with Aged Accounts Receivable - November and December 2020
Receive and File

M.11 Disposition of Fixed Assets through December 2020
Receive and File

M.12 Vendor's Status Report through December 2020
Receive and File

M.13 Science and Technical Division Activity Report for December 2020 and January 2021
Receive Report

M.14 Water Production Activity Report for December 2020 and January 2021
Receive and File

Motion: Mayor Marlowe moved to Approve RECEIVE & FILE. Commissioner Starkey seconded the motion.

Vote: The motion CARRIED by a vote of 8 - 0.

ADJOURNMENT

Adjourned at 12:04 p.m.

Attest: _____
Charles H. Carden, Interim General Manager/Secretary

Date: _____

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM A.2

DATE: February 26, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Michelle Stom, Chief Communications Officer

SUBJECT: Tampa Bay Water Performance Dashboard Update - *Status Report*

SUMMARY

Tampa Bay Water staff has updated the Agency's performance dashboard that measures key performance indicators identified in the Strategic Plan against water utility industry benchmarks from the American Water Works Association. The performance dashboard provides regular reports on performance to the Board of Directors.

SUGGESTED ACTION

Receive Report

COST/FUNDING SOURCE

N/A

DISCUSSION

Tampa Bay Water staff has updated the agency performance dashboard to measure key performance indicators identified in the Strategic Plan. Regular reports on performance are provided to the Board of Directors with the agenda package.

BACKGROUND

Tampa Bay Water strives to continually improve and become more efficient in operating and maintaining the water supply system and planning for the region's future drinking water needs. In 2011, the agency's board of directors approved the Strategic Plan and approved updates of the plan in 2014 and 2019. The agency assigned key performance indicators to the Strategic Plan goals for measuring against the American Water Works Association's water utility industry benchmarks using a performance dashboard.

Attachment (1)

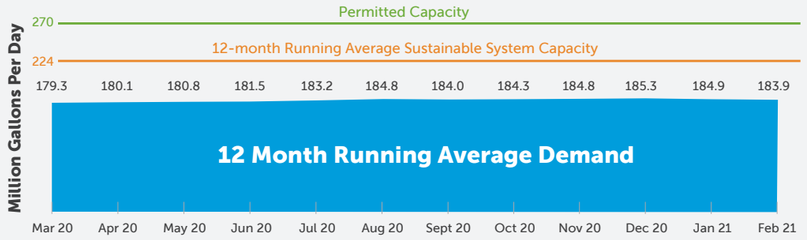
Overall Performance Dashboard - March 2021

Tampa Bay Water Overall Performance Dashboard

DATE PREPARED: March 2, 2021

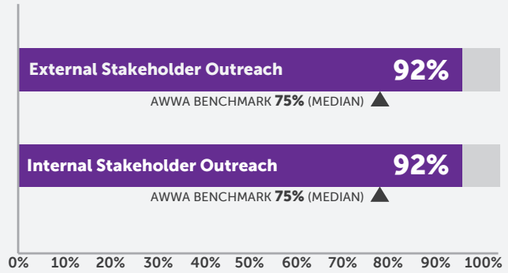
AVAILABLE CAPACITY

This indicator shows the gap between how much water the utility is permitted to use, the 12-month running average sustainable system capacity and the 12-month running average demand. Average demand should not exceed permitted capacity.



STAKEHOLDER OUTREACH FISCAL YEAR 2020

This indicator provides a measure of the utility's stakeholder outreach activities using the American Water Works Association's Stakeholder Outreach Index. A value is assigned by senior management to various categories of stakeholder outreach based on evidence that existed during the reporting period. Total scores can range from 0 to 12 and are presented as a percentage of the maximum possible score. Utilities should strive to be above the benchmark.



Tampa Bay Water Score

BOND RATING

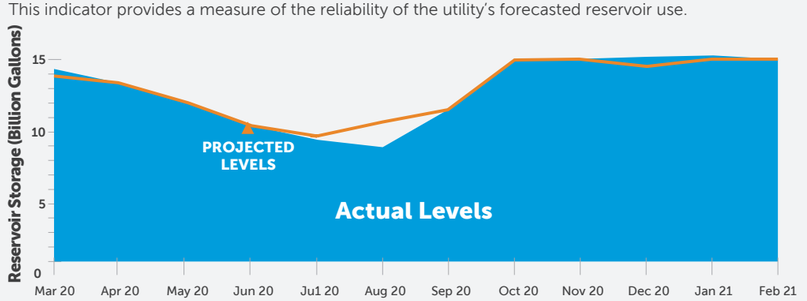
The bond rating assigned by the three major rating services based on evaluations of the issuer's financial strength and ability to pay a bond's principal and interest in a timely fashion.

Tampa Bay Water Rate

Bond Rating			Rating Category	AWWA Benchmark % of Utilities in Rating Category
Moody's	S&P	Fitch		
Aaa	AAA	AAA	Prime	21%
Aa1	AA+	AA+	High grade	71%
Aa2	AA	AA		
Aa3	AA-	AA-		
A1	A+	A+	Upper medium grade	8%
A2	A	A		
A3	B	A-		
Baa 1 2 3	BBB+/-	B+/-	Lower medium grade	0%

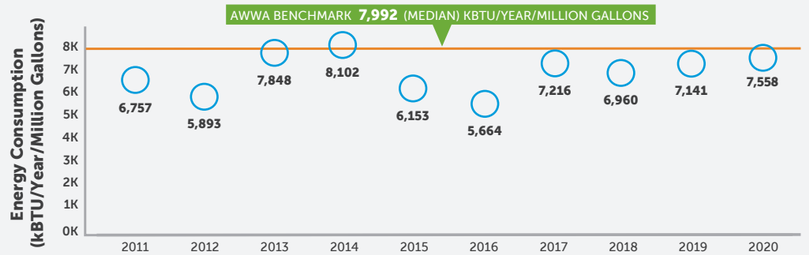
MEETING PROJECTED RESERVOIR LEVELS

This indicator provides a measure of the reliability of the utility's forecasted reservoir use.



ENERGY CONSUMPTION

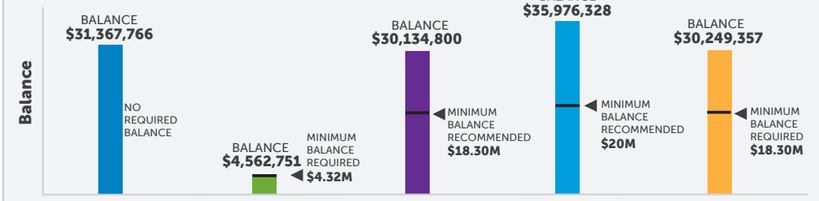
This indicator quantifies the energy consumed to supply potable water on an annual basis normalized by water demand in million gallons per day. Utilities should strive to be below the benchmark.



RESERVE FUNDS BALANCE

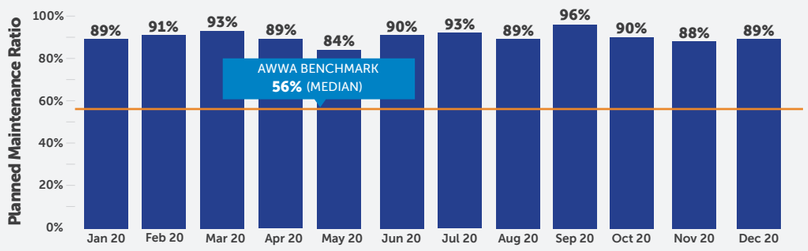
CURRENT AS OF JANUARY 2021

This indicator tracks the utility's reserve fund balances against their contractual- or policy-based minimums.



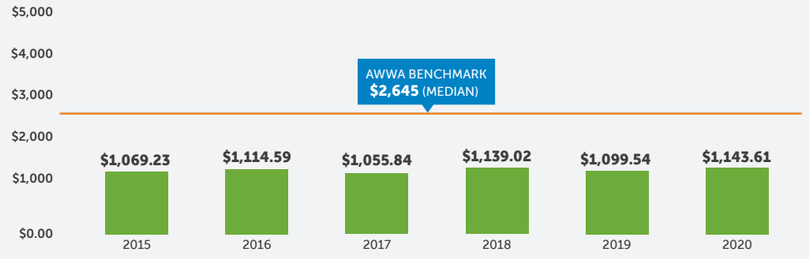
PLANNED MAINTENANCE TIME

This indicator provides a measure of the time spent on planned maintenance shown as a percent of total maintenance time. Utilities should strive to be above the benchmark.



OPERATING COST OF WATER

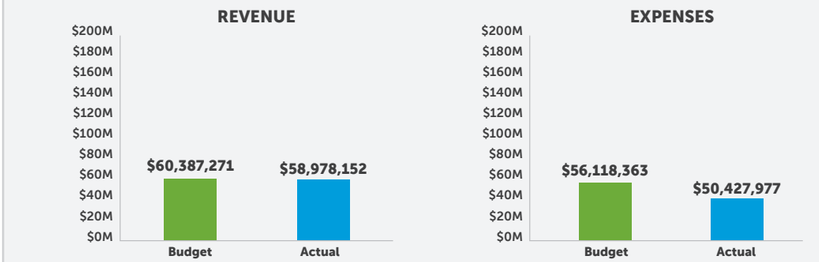
This indicator provides a measure of total operating costs of water services per million gallons of water. Utilities should strive to be below the benchmark.



OPERATING WITHIN BUDGETS AS FORECASTED

CURRENT AS OF JANUARY 2021

This indicator provides a measure of the utility's ability to operate within budget forecasts.



COMPLIANCE

CONSOLIDATED WATER USE PERMIT

This indicator provides the 12-month running average for groundwater used from our 11 consolidated wellfield. Average should not exceed 90 million gallons per day.

PERMIT LIMIT: **90 MILLION GALLONS PER DAY** ANNUAL AVERAGE

79.41 MILLION GALLONS PER DAY

SAFE DRINKING WATER ACT COMPLIANCE

This indicator quantifies the percentage of time each year that the utility meets all Safe Drinking Water Act standards.Utilities should strive to be at the benchmark.

AWWA BENCHMARK **100%** (MEDIAN)

100%

OPTIMIZED STAFF LEVELS

CURRENT FILLED POSITIONS

The indicator provides a measure of filled, full-time positions shown as a percentage of total positions.

92.90%

EMPLOYEE TURNOVER FISCAL YEAR 2021 YEAR-TO-DATE

This indicator quantifies the rate of employee departures. Utilities should strive to be below the benchmark at the end of the reporting period.

AWWA BENCHMARK **7.5%** (MEDIAN)

4.5%

RETIREMENT ELIGIBILITY

This indicator is an estimated percentage of full-time equivalent employees who are eligible for retirement in the next 5 years (2025).

27.10%

AWWA BENCHMARK **20.5%** (MEDIAN)

SAFETY AND SECURITY 2021

RECORDABLE INCIDENTS

This indicator is the total recordable incident rate normalized for any size organization using the total hours worked by employees. Utilities should strive to be below the benchmark.

AWWA BENCHMARK **4.3** (MEDIAN)

0

NEAR MISSES

This indicator measures the number of unsafe situations or conditions where no personal injury was sustained and no property was damaged, but where, given a shift in time or position, injury or damaged property could have occurred. Utilities should strive to be below the benchmark.

AWWA BENCHMARK **2** (MEDIAN)

0

AWWA benchmarks are based on results from participating utilities in the 2018 Utility Benchmarking Study. Participating utilities include retail entities with factors not relevant to wholesale utilities like Tampa Bay Water. There will never be a perfect utility-to-utility comparison but the benchmarks support utilities in meeting their obligations to safegaurd public health, ensure adequate and reliable supplies and provide efficient services to customers and the environment.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM A.3

DATE: February 28, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Roberta Kety, Human Resources Director

SUBJECT: Proposed COVID-19 Emergency Sick Leave Extension - *Approve*

SUMMARY

This item proposes an extension of COVID-19 Emergency Sick Leave for agency staff through June 30, 2021. The extension would be retroactive to January 1, 2021. In an attempt to curtail the spread of COVID-19 in our workforce and community, agency staff recommends the extension of COVID-19 Emergency Sick Leave to encourage ill/symptomatic or exposed employees to stay home and self-quarantine.

SUGGESTED ACTION

Approve Updated COVID-19 Emergency Sick Leave Policy

COST/FUNDING SOURCE

Uniform Rate

DISCUSSION

The Families First Coronavirus Response Act (FFCRA or Act) required certain employers, including Tampa Bay Water, to provide employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions were effective from April 1, 2020 through

December 31, 2020.

Generally, the Act provided that covered employers were required to provide to all employees:

- Two weeks (up to 80 hours) of paid sick leave at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis The maximum emergency paid sick leave benefit was capped at $511 per day per employee and $5,110 in the aggregate per employee; or
- Two weeks (up to 80 hours) of paid sick leave at two-thirds the employee's regular rate of pay because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor. The maximum benefit was capped at $200 per day per employee and $2,000 in the aggregate per employee.
- In addition, the Act provided up to an additional 10 weeks of paid expanded family and medical leave at two-thirds the employee's regular rate of pay where an employee is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.

The Consolidated Appropriations Act (CAA), 2021, extended employer tax credits for paid sick leave and expanded family and medical leave voluntarily provided to employees until March 31, 2021. However, the CAA did not extend employees' entitlement to FFCRA leave beyond December 31, 2020, meaning employers are no longer legally required to provide such leave. In addition, public-sector employers remain ineligible for the tax credit, just as they were prior to December 31, 2020.

Tampa Bay Water has had very few incidences of COVID-19 in the workforce, to date. Employees have been self-reporting illness and staying home when ill or after being exposed to COVID-19. Many non-exempt employees and some exempt employees are not able to telework due to critical job duties (i.e. Operations & Maintenance, Reservoir, Laboratory, Environmental Monitoring, etc.). Currently and without this extension, our employees must use earned time if ill, quarantined or taking care of others. More recent hires may not have earned sufficient time for the period of absence. Staff is recommending an extension of the COVID-19 Emergency Sick Leave Extension retroactive to January 1, 2021 and through June 30, 2021 so that the employees can receive pay during this time. This extension of the COVID-19 Emergency Sick Leave would remain consistent with the FFCRA Emergency Paid Sick Leave and would set the same criteria for qualification as the Emergency Paid Sick Leave.

The City of St. Petersburg, Hillsborough County and Pasco County have adopted the extension of the FRCA Emergency Paid Sick Leave through March 31, 2021. Pinellas County provided a more generous benefit by allowing employees who had unused Emergency Paid Sick Leave hours to roll over the hours to regular "paid time off" hours. There were additional criteria including but not limited to, employees had to be employed on April 1, 2020 and still employed when the leave roll over occurred

on January 3, 2021.

Staff is requesting approval of the extension of COVID-19 Emergency Sick Leave retroactive to January 1, 2021 and through June 30, 2021 for all agency employees.

Attachment (1)

COVID-19 Emergency Paid Sick Leave Extension DRAFT

Name: COVID-19 EMERGENCY PAID SICK LEAVE POLICY	**Number:** TBW-SAF-ERP-30007
Scope: Agency Wide	**Revision #:** 1
Prepared by: Roberta Kety, Human Resources Director	**Revision Date:** 3/15/2021
Approved by: Charles H. Carden, Interim General Manager Signature	**Effective Date:** 1/1/2021

1.0 Purpose and Scope

1.1. Due to the national emergency surrounding the COVID-19 pandemic, beginning April 1, 2020, and running through and including December 31, 2020, employees are entitled to Emergency Paid Sick Leave (EPSL) as set forth in this policy. As a result of the continued pandemic, the Agency is hereby extending the COVID-19 EMERGENCY PAID SICK LEAVE POLICY retroactive to January 1, 2021 through June 30, 2021.

2.0 Associated Equipment

2.1. N/A

3.0 Related Policies and Requirements

3.1 Personnel Rules Manual

3.2 COVID-19 EMERGENCY FMLA LEAVE POLICY

DRAFT

4.0 Eligibility and Amount

4.1. Full time employees not deemed by the Agency to be "emergency responders" shall be eligible to take up to 80 hours (i.e., 2 weeks) of EPSL. Notwithstanding the foregoing, in the Agency's discretion, and depending upon the reason for leave and the circumstances, the Agency may allow an employee who is an emergency responder to take EPSL.

4.2. Part-time employees may take an amount of EPSL corresponding to the average number of hours worked in a two-week period, or as otherwise directed by law.

4.3. EPSL is in addition to any other paid sick time or paid time off offered by Tampa Bay Water.

5.0 Reasons for Use

5.1. An employee may use EPSL for the following reasons, and only these reasons:

5.1.1. If the employee is subject to a federal, state, or local quarantine or isolation order related to COVID-19;

5.1.2. If the employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;

5.1.3. If the employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis;

5.1.4. If the employee is caring for an individual who is subject to an order as described in reason for use #1 or who has been advised as described in reason for use #2;

5.1.5. If the employee is caring for his or her child because the child's school or place of care has been closed, or the child's care provider is unavailable, due to COVID-19 precautions;

5.1.6. If the employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.

6.0 Pay for EPSL

6.1. Reasons 5.1.1-5.1.3 Above: Absences for reasons 5.1.1-5.1.3 will be paid at 100% of an employee's regular rate of pay, subject to a maximum of $511 per day, and a maximum of $5,110 in total.

6.2. Reasons 5.1.4-5.1.6 Above: Absences for reasons 5.1.4-5.1.6 will be paid at a rate of at least 2/3 of an employee's regular rate of pay, subject to a maximum of $200 per day, and a maximum of $2,000 in total.

7.0 Notice and Use

7.1. The employee must provide notice of his or her first need to use EPSL as soon as practicable. After the first workday (or portion of a workday) of EPSL used, the employee must follow Tampa Bay Water's usual reporting procedures for absences and fill out an EMERGENCY PAID SICK LEAVE ELECTION FORM. The employee is required to provide the Agency with appropriate documentation in support of the reason for the leave, such as a copy of an applicable Federal, State or local quarantine or isolation order related to COVID-19; written documentation from health care provider advising the employee to self-quarantine due to concerns related to COVID-19; or a notice of closure or unavailability from the employee's child's school, place of care, or child care provider, including a notice that may have been posted on a government, school, or day care website; published in a newspaper; or emailed from an employee or official of the school, place of care, or child care provider.

DRAFT

8.0 No Carry Over or Cash Out

8.1. Unused EPSL does not carry over after June 30, 2021; and will not be cashed out at any time during employment or upon separation of employment.

9.0 Associated Documentation

9.1 Tampa Bay Water Paid Sick Leave- COVID-19 ELECTION FORM

10.0 Revision History: (Required section of the SOP)

Revision		Reason for Revision	Description of Revisions
Date	#		
3/15/21	1	Extension; Change Signature Authority	Extension through June 30, 2021

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM C.1

DATE: February 22, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Jack Thornburgh, Acting Chief Operating Officer

SUBJECT: HACH Company Sole Source Procurement for Analytical Equipment, Replacement Parts and Consumable Supplies, SSP #2020-513 - *Approve*

SUMMARY

Tampa Bay Water has standardized Hach Company online water quality analyzers for many real-time water quality parameter readings throughout the operating system. The Agency's Purchasing Policy was followed to receive approval of Sole Source Posting 2021-513 for Hach purchases during Fiscal Year 2021. The total purchase amount requires Board approval.

SUGGESTED ACTION

Approve Sole-Source Procurement, SSP #2021-513, for Analytical Equipment, Replacement Parts and Consumable Supplies with Hach Company.

COST/FUNDING SOURCE

$460,000 not to exceed FY 2021 budgeted funds.

DISCUSSION

A Sole Source for Analytical Equipment, Replacement parts and Consumable Supplies was advertised on January 29, 2021, on the Onvia Demand Star site, as well as on Tampa Bay Water's website. No objections or protests were received. Tampa Bay Water posted its Notice of Declaration on February 15, 2021.

Tampa Bay Water staff reviewed and evaluated scope of services and proposed costs and determined that Hach Company, is a responsive, responsible and competent vendor.

The sole source has been reviewed and approved by Tampa Bay Water General Counsel's Office.

BACKGROUND

Tampa Bay Water's Operations Departments budget annually for online analytical equipment, replacement parts and consumable supplies. A portion of this budget is associated with analytical equipment manufactured by Hach Company. Except for APA6000 rotary valve parts, Hach Company is the single source provider of analytical equipment, replacement parts and consumable supplies for Hach Company analyzers. Therefore, replacement analyzers, parts and reagents are obtained from Hach Company through a sole source procurement method.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM D.1

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Kenneth R. Herd, Chief Science & Technical Officer

SUBJECT: Energy Management Program - *Status Report*

SUMMARY

The attached report details the on-going activities being implemented within the agency's Energy Management Program.

SUGGESTED ACTION

Receive Status Report

COST/FUNDING SOURCE

Not Applicable

DISCUSSION

A programmatic approach to improve energy efficiency through implementation of emerging technology and other opportunities is a top priority for the agency. The attached Status Report provides a summary of the two critical projects and other current activities and projects related to the agency's Energy Management Program.

BACKGROUND

Significant energy is consumed by Tampa Bay Water in providing water to its customers over its 2,000-

square-mile service area. Water provided by the Agency is on-demand; that is, Tampa Bay Water does not control demand, but rather responds to its Member Governments' demand for water. Commercial power is purchased from three commercial entities under multiple rates. The vast majority of Tampa Bay Water's energy costs are related to pumping, treating, and distributing drinking water from three different types of water sources.

Attachments (1)

Energy Management Program Status Report for March 2021

Energy Management Program Status Report

March 01, 2021

Energy Management Program Roadmap

Staff has developed a Roadmap to implement the Agency's Energy Management Program. The Roadmap was received by the Board October 17, 2011. The Roadmap:

- Aligns with the Agency's Strategic Plan;
- Identifies elements of technology and energy infrastructure to enhance financial stability and sustainability of Tampa Bay Water's operations; and
- Identifies gap/key projects necessary to bridge or connect on-going and planned capital projects with the steps and goals of the Energy Management Program Roadmap prepared in September 2011.

Activities and Accomplishments

Overall Program:

- An ISO 50001 Energy Management Systems (EnMS) Policy was approved by the Board in October 2016.
- An in-house Energy team has been established to evaluate and implement energy savings projects. The team meets every two months and considers, evaluates and recommends new energy savings ideas.
- As-needed Energy Program consultant contracts are in place to assist staff to evaluate energy-related projects.

Energy Audits:

- Audits Completed at the following facilities:
  - ✓ Cypress Creek Water Treatment Plant and Pump Station,
  - ✓ Morris Bridge Pumping Station, and
  - ✓ Tampa Bay Desalination Facility
- On-Going Audit:
  - ✓ Staff authorized an as-needed energy program consultant (Black and Veatch) to conduct an energy audit at the High Service Pump Station; the Surface Water Treatment Plant, and the Hillsborough Alkalinity Adjustment Facility. Expecting completion by the Spring of 2021.

Technology Tools:

- Completed the implementation of the EnergyCap energy billing software. The software serves as a repository of energy billing data, energy consumption reporting engine, and performs billing audits to identify potential billing errors.

Renewable Energy:

- Completed evaluation of Hydropower technologies at the South Pasco Water Treatment Plant January 2017. Recommendation to add a hydropower energy recovery unit was added to Capital Improvements Program Project 07055-South Paco Wellfield and Treatment Improvements.
- C.W. Bill Young Regional Reservoir Solar Project (52004)
  At the June 2018 Board meeting the Board requested staff to evaluate the feasibility of a solar installation at the C.W. Bill Young Reservoir site. An as-needed energy program consultant (Hatch) completed the evaluation and report. Presentation was provided at the October 2018 Board meeting and the Project was

added to the FY 2020 Capital Improvements Program. Additionally, staff completed the evaluation of the on-site property/easements rights and recommends the installation of a ground-mounted solar PV system. Staff developed a design-criteria package and request for proposals (RFP) for a design-build-operate contract. Tampa Bay Water advertised this RFP on Demand Star in September 2020. Four proposals were received and the top-ranked firm, Advanced Roofing, Inc. (dba Advanced Green Technologies, Inc.) was selected. This contract award received approval at Tampa Bay Water's February 2021 Board of Directors meeting.

The reservoir solar project schedule includes the following major activities/milestones identified in the CIP:

- Design-Build: March 2021-April 2022

Rebates & Incentive Programs

TECO's Commercial Demand Response Program

In December 2007, the Board authorized Tampa Bay Water to enter into an agreement with Tampa Electric's (TECO) Commercial Demand Response Program provider Enel X. The Program helps manage peak demand to reduce summer and winter electricity demand peaks. Tampa Bay Water earns revenue on a quarterly basis by agreeing to reduce TECO-based electricity consumption when TECO calls for a demand response event, i.e. the reduction of energy usage to lower peak demand. Revenues thus earned, are deposited into a new Energy Fund. The means used to accomplish energy reductions in this program are through emergency backup generation by Tampa Bay Water. The general program rules for emergency backup generation are:

- 100 kw or more of demand reduction available
- Thirty-minute notification prior to reduction
- Reduction events may occur on non-holiday business days between 7:00 AM and 7:00 PM
- Reduction events may last from one to eight hours
- Reduction events are limited to 88 hours per site during a calendar year
- Enel X assumes all risk for non-performance
- Capacity payments are $5.35/kw-month

Table 1 Provides a summary of revenue generated and received through the TECO program by Calendar Year and the total funds received to date.

Table 1: Commercial Demand Response Program	
Calendar Year	**Revenue ($)**
2008 - 2012	$728,896
2013 - 2017	$720,995
2018	$156,908
2019	$155,071
2020	$151,913
TOTAL (To Date)	$1,913,783

Notes:

- Funds collected from TECO's program are used to fund energy projects within the Capital Improvements Program.

Energy Audit Program

Energy audits are one of the first activities in an energy program to identify energy saving measures. Typical audit activities last 6 to 8 months and usually include:

- Step 1- Baseline Energy Data Collection
- Step 2- Field Testing and Analysis of Energy Data
- Step 3- Identify Energy Savings Measures
- Step 4- Economic Analyses and Report

Tampa Bay Water is conducting energy audits and pump testing on high energy consuming facilities that may provide the greatest payback for the costs of the audits, **Table 2** lists these facilities, the expected audit costs, and the energy audit fiscal year.

Table 2: Energy Audits Facilities

Facility	Audit Costs ($)	Audit Fiscal Year	Status
Cypress Creek WTP/PS	$50,000 (actual)	2012	Completed
Morris Bridge Booster Station	$50,000 (actual)	2016	Completed
Tampa Bay Desalination Facility	$217,944 (actual)	2017-2018	Completed
Group 1 Drinking Water System: • Regional HSPS • Regional Alkalinity Adjustment Facility • Surface Water Treatment Plant	$187,547 (Estimated)	2020-2021	On-Going
Group 2 Raw Surface Water system: • Regional Repump Station • Tampa Bypass Canal (Structure-162) Pump Station • South-Central Hillsborough Booster Station • Alafia River Pump Station	$175,000-$250,000	2021-2022	Future
Reservoir Off-stream Pump Station	$ 50,000-$60,000	2023	Future

Capital Improvements Program and Operational Optimization Projects

Operational Optimization Projects

Energy audits and pump testing provide opportunities for efficiency improvements through operational changes and pump maintenance activities as well as capital expenditures. Changes are identified in the investment grade energy audits conducted by third party experts. These audits identify both capital projects and operational optimization projects.

Cypress Creek Pump Station

An audit for the Cypress Creek Water Treatment Plant was completed in FY 2012, and energy savings of approximately 18% were realized in FY's 2013 - 2014 compared to the FY 2012 baseline year achieving a payback on the investment in 6 months. In FY 2015 Tampa Bay Water continued to save 6% compared to the baseline year. In FY 2016 even though effluent pressure at the Cypress Creek Pump Station increased from 55 psi to a new operating range of 65- 75 psi to meet Exhibit C of the Master Water Supply contract requirements. This increase in pumping pressures has resulted in additional energy consumption at the facility with a decrease in energy savings compared to the baseline FY 2012. However, the increased cost would have been greater had the optimization not been completed. To better project future cost savings, FY 2016 will serve as the new baseline year to reflect the new operating conditions. FY 2018 and FY 2019 had a 21 % and 13 % energy savings compared to the new FY 2016 Baseline. FY 2020 energy cost data is still being collected for analysis.

Capital Projects

Staff continues planning, design, and construction of energy savings-related capital projects. Staff has identified baseline energy use and costs for some of the Tampa Bay Water's facilities and is collecting data in others.

Clearwater Administration Building

At the Clearwater Administration Building, an energy savings project in the air conditioning system was completed in 2011. Energy savings of 25% - 40% were realized in FY's 2012 – 2020 compared to the FY 2009 baseline year. This averages to a yearly savings of about $44,300. Payback for this project was achieved in five and half years. To date Tampa Bay Water has saved about **$396,022** in energy costs at the Clearwater Administration building.

South-Central Hillsborough Wellfield

The pumps at the South-Central Hillsborough Regional Wellfield were replaced in 2012. Energy savings between 7% to 24% were realized in FY's 2013 - 2020 compared to the FY 2009 baseline year. This averages to a yearly savings of about $160,000 at this rate the expected payback will be achieved in about eight years. To date Tampa Bay Water has saved about **$1,285,790** in energy costs at the South-Central Hillsborough Wellfield.

Cross Bar Wellfield

The pumps and motors at the Cross-Bar Wellfield were replaced in 2015. Energy savings between 13% to 32% were realized in FY's 2016 - 2020 compared to the FY's 2009 baseline year. This averages to a yearly savings of about $220,000 at this rate the expected payback will be achieved in about 15.5 years. To date Tampa Bay Water has saved about **$1,147,409** in energy costs at the Cross-Bar Wellfield.

US 41 Pump Station

The pumps and motors at the US 41 Pump Station were replaced in 2016. Energy savings between 27% and of 38 % were realized in FY's 2017 - 2020 compared to the FY's 2009 baseline year. Total energy cost savings to date is **$137,352** at the US 41 Pump Station.

Table 4 Identifies on-going and future projects listed in the Capital Improvement Program.

On-going & Future Energy Saving Capital Projects

Table 4: Capital Improvement Program Projects	
Project	**Status**
Complete	
Cross Bar Ranch WF Pumps & Motors Replacement	on-going collection of energy consumption data
Regional HSPS Pumps & Motors Repairs	
US-41 Pump Station Pumps and Motors Replacement	
Odessa WTP Pumps and Motors Replacement	
Alafia River Pump Station Pumps Replacement & Motors Repairs	
Cypress Creek WTP/PS Pumps & Motors Repairs	
Future/Planning	
Eldridge-Wilde WF Pumps and Motors Replacement	Construction
Starkey Wellfield Improvements	Design Start FY 2022
C.W. Bill Young Regional Reservoir Solar Project	Design Build on-going
Northwest Hillsborough Wellfield Improvements	Design Starts FY 2023
Morris Bridge WF Improvements	Design on-going
Cypress Bridge Wellfield Improvements	Design on-going
South Pasco WF and Treatments Improvements	Design Starts FY 2023

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM D.2

DATE: February 26, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Kenneth R. Herd, Chief Science & Technical Officer

SUBJECT: Capital Improvement Program - Task Order Authorization - *Approve*

SUMMARY

The Tampa Bay Water Board of Directors accepted the Fiscal Years 2021-2030 Capital Improvements Program in June 2020. Subsequent Board approval of individual project activity is required during the project's life cycle. The attachment lists upcoming task authorizations that staff is recommending be assigned to the vendors identified.

SUGGESTED ACTION

Approve Task Order

COST/FUNDING SOURCE

$248,998/Capital Improvement Funds

DISCUSSION

As identified to the Board in the May 4, 2017 memorandum, Board acceptance of the annual Capital Improvements Program (CIP) document is an acceptance of the capital projects roadmap. Subsequent Board approvals of individual capital project activity is sought for planning, design and/or construction contracts and/or task authorizations under existing contracts for project fees and assigned funding source. Tampa Bay Water Staff recommends the Board approve the tasks and assigned funding sources in the attached table for March 2021.

BACKGROUND

Tampa Bay Water's CIP Plan is a comprehensive ten-year plan of approved and proposed capital projects. The CIP is updated annually and is subject to changes as the needs for specific projects become more defined and as final approval of individual projects is provided by the Board.

Attachment (1)

Tasks Requests Board Items March 2021

TAMPA BAY WATER
Supplying Water To The Region

CIP Projects Tasks Authorizations

Project Number	Project Name	Task Description	Vendor Name	Contract Number	Task Cost	Funding Source
07604	SCADA-Field Communications Security	Sierra Wireless Management Appliance	Discountcell, Inc	State Contract	$20,690	Capital Improvement Fund
07607	Enterprise Software Defined Network	Firewalls Purchase	World Wide Technology, LLC	State Contract	$228,308	Capital Improvement Fund

Report Generated on:

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM D.3

DATE: February 23, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Kenneth R. Herd, Chief Science & Technical Officer

SUBJECT: Regional Water Supplies, Member Demands and Environmental Conditions - *Receive Report*

SUMMARY

This item provides the status of Tampa Bay Water's water demand and water supply conditions including hydrologic conditions, surface water and reservoir management, and source rotation. Water Shortage Mitigation Plan status and an outlook for the upcoming winter season are also included. The Agency continues to closely monitor production from the South-Central Hillsborough Wellfield and work with Hillsborough County on ways to limit demand and shift production to manage water delivery to the Lithia Point of Connection.

SUGGESTED ACTION

Receive Status Report.

COST/FUNDING SOURCE

N/A

DISCUSSION

Since the beginning of this fiscal year, the Agency has delivered an average of 177.89 million gallons per day (mgd) to meet the member governments' demands**.** This is nearly the same as water delivery for the same period last year. It is 0.1 mgd (0.05%) less water delivered than for the same period last year.

The region received 3.2 inches of rainfall in February 2021 (0.4 inch above average). River flows in both the Hillsborough River and Alafia River were above normal conditions due to substantial rainfall received in earlier months and above average rainfall received in February 2021. Due to above-normal river flow conditions, water from the Regional Reservoir was not used to supplement river flow to support water production from the Surface Water Treatment Plant. The Reservoir was full at 15.2 billion gallons (BG) of storage at the end of February 2021. A summary of other conditions is highlighted below:

- Production from the Tampa Bay Water Desalination Facility averaged 8.37 mgd in February 2021.
- The 12-month running average Consolidated Permit Wellfield pumping rate was 79.41 mgd through the end of February 2021.
- The City of Tampa's Hillsborough River Reservoir was at an elevation of 22.88 ft. at the end of February 2021.
- No water delivery to the City of Tampa at the Morris Bridge Point of Connection occurred during February 2021.
- Groundwater levels in February 2021 were generally 0.3 foot higher than in February 2020.
- Average water levels in the 10 indicator lakes and wetlands located on and near Consolidated Permit Wellfields increased 1.5 inches during February 2021 (based on data collected throughout the month, not necessarily end-of-month).

Climate Outlook

While La Niña -advisory conditions are technically present, transition to neutral is expected in spring and into the summer. A La Niña event typically brings warm temperature and reduces rainfall in our region. The effect of La Niña often peaks in the months of December, January, and February. The impact of La Niña has been observed in the past few months, although the impact is not the same across the country.

The 90-day climate outlook issued by NOAA on February 19, 2021 predicts below-normal precipitation and higher than normal temperature for the period of March - May 2021. This is projected for much of the Southern United States including Florida.

Hydrologic Conditions

There was 3.2 inches of rainfall received in February 2021 based on averaged rainfall from all gauges throughout the service area (Figure 1). Rainfall measurements from a single gauge at individual wellfields (Figures 7-16) are provided showing current environmental conditions.

Overall, the Tampa Bay area has experienced above-normal flow conditions in local surface water resources for the past few months. Monthly flows in the Hillsborough and Alafia Rivers were 151 mgd and 259 mgd (80th and 92nd percentiles), respectively, in February 2021. Note that an average flow condition is defined when the flow falls within the range of the 34th and 67th percentiles compared to historical baseline.

Permitted available withdrawals in the Alafia River averaged 30.25 mgd while averaged withdrawal of water from the Tampa Bypass Canal was 39.88 mgd in February 2021.

Water Demand and Supply Summary

Tampa Bay Water's budgeted delivery for Water Year 2021 is 184.7 mgd. This includes a projected average annual delivery to the City of Tampa of 6.0 mgd. Total delivery to the members in February 2021 was 173.43 mgd, which is lower than delivery for February last water year. The difference is primarily due to water delivery (11.13 mgd) to the City of Tampa that occurred in February 2020 but no water was delivered to the City in February 2021. Tampa Bay Water's average total delivery for October 2020 through February 2021 was nearly the same as water delivery for the same period last year. It was 177.89 mgd which was 0.1 mgd or 0.05% less than delivery for the same period last year (Figure 2).

Aggregate groundwater production from the 13 Tampa Bay Water wellfields totaled 106.39 mgd in February 2021. Production from the Consolidated Permit Wellfields totaled 81.31 mgd for the month and the 12-month running average stands at 79.41 mgd through February 28, 2021 (Figure 3). Groundwater production from each of the Consolidated Permit Wellfields is provided in Figures 7-16.

Tampa Bay Water continues to closely monitor water production in the South Hillsborough County service area. Water production from the South Central Hillsborough Regional Wellfield is close to one mgd of its annual average permit limit (24.1 mgd) with an anticipated warm and dry spring (Figure 4). Staff is working with Hillsborough County to coordinate supply and demand management issues. The County instituted a one-day-a-week watering restriction for its South County residential and commercial customers. The watering restriction took effect on January 4, 2021 and ends December 31, 2022. Staff is also testing methods to reduce water demand at the Lithia Point of Connection and shift more production to the Central Point of Connection. Additional delivery capacity to the Lithia Point of Connection will occur when the Brandon Booster Station is completed by 2024.

Treated surface water totaled 55.91 mgd in February 2021. Production from the Desalination Facility was 8.37 mgd for February 2021. Currently, 15.2 billion gallons of water are stored in the regional reservoir. Due to available river flow conditions, stored water was not used to supplement river flows sent to the Surface Water Treatment Plant in February 2021. Instead, a small portion of surface water was harvested and sent to the regional reservoir. Net influent to the reservoir from the Tampa Bypass Canal and Alafia River averaged 3.93 mgd in February 2021.

Comparison of year-to-date production from the three supply sources between WY2021 and WY 2020 is shown in Figure 5.

Environmental Conditions

Tampa Bay Water closely monitors the environmental conditions around Agency wellfields and these data are used to guide production and wellfield management decisions. Figure 6 depicts the locations of selected Upper Floridan Aquifer monitor sites and lake or wetland sites. A summary of observed

conditions in and around the 10 Consolidated Permit Wellfields is provided in Figures 7 through 16. These figures show pumping rate and rainfall at wellfields for the past 23 years as well as water-level data from the Upper Floridan Aquifer and a lake or wetland located on or near each wellfield.

A reference line on the lake and wetland hydrographs shows the lake minimum level or the normal pool elevation in the wetland. The normal pool elevation of a wetland is the water-surface elevation that is normally reached at the end of the rainy season during an average rainfall year. This is typically the highest water level reached in a wetland during an average rainfall year; water levels are expected to fluctuate below this elevation during the year.

Water levels in lakes and wetlands respond more directly to changes in rainfall than does the Floridan Aquifer. Even with substantially reduced groundwater production, because of the strong relation to rainfall conditions, water levels in some lakes and wetlands on and near wellfields will exhibit normal water level fluctuations only as rainfall occurs in normal or above-normal amounts. With a sustained reduction in groundwater pumping rate and normal rainfall, water levels in area lakes and wetlands should continue to approximate normal water-level fluctuations.

General water-level changes are summarized as follows:

- Groundwater levels in February 2021 were generally **0.3 foot higher** than in February 2020.
- Average water levels in the 10 indicator lakes and wetlands located on and near Consolidated Permit Wellfields **increased 1.5 inches** during February 2021 (based on data collected throughout the month, not necessarily end-of-month).
- Average water levels in the 10 indicator lakes and wetlands in February 2021 were about **5.2 inches lower** than water levels in February 2020.

Water Shortage Mitigation Plan

The Board approved the updated Water Shortage Mitigation Plan (WSMP) in April 2017. The Water Shortage Mitigation Plan uses rainfall, stream flows, and reservoir storage as indicators of the health of the region's water supplies. The cumulative rainfall in the region is at a 1.84-inch surplus at the end of February 2021 (compared to a 1.14-inch surplus at the end of January 2021). Stream flow is at a 39.66 mgd surplus at the end of February 2021 (compared to 27.45 mgd surplus at the end of January 2021). The storage in the Regional Reservoir was full at the end of February 2021. Tampa Bay Water is currently under a normal WSMP Stage.

Staff continues to work with the members in collecting watering restriction and conservation information, discussing and exploring various short-term and long-term demand management alternatives, implementing a consistent public awareness campaign throughout the region, and identifying additional opportunities to optimize existing water resources.

BACKGROUND

Data collection, analysis, and interpretation as well as decision-making are ongoing for a multitude of

factors that influence and constrain Agency operations. These include hydrologic and environmental conditions, supply and demand conditions, treatment plant parameters, water quality constituents, along with equipment/machinery and infrastructure variables.
A summary of monthly information is compiled and provided to the Board in each Board Agenda Packet and is supplemented as necessary. A summary of highlights is presented annually.

Attachment (1)

Figures.pdf

Figure 1. Water Year 2021
Monthly Rainfall vs. Average Monthly Rainfall

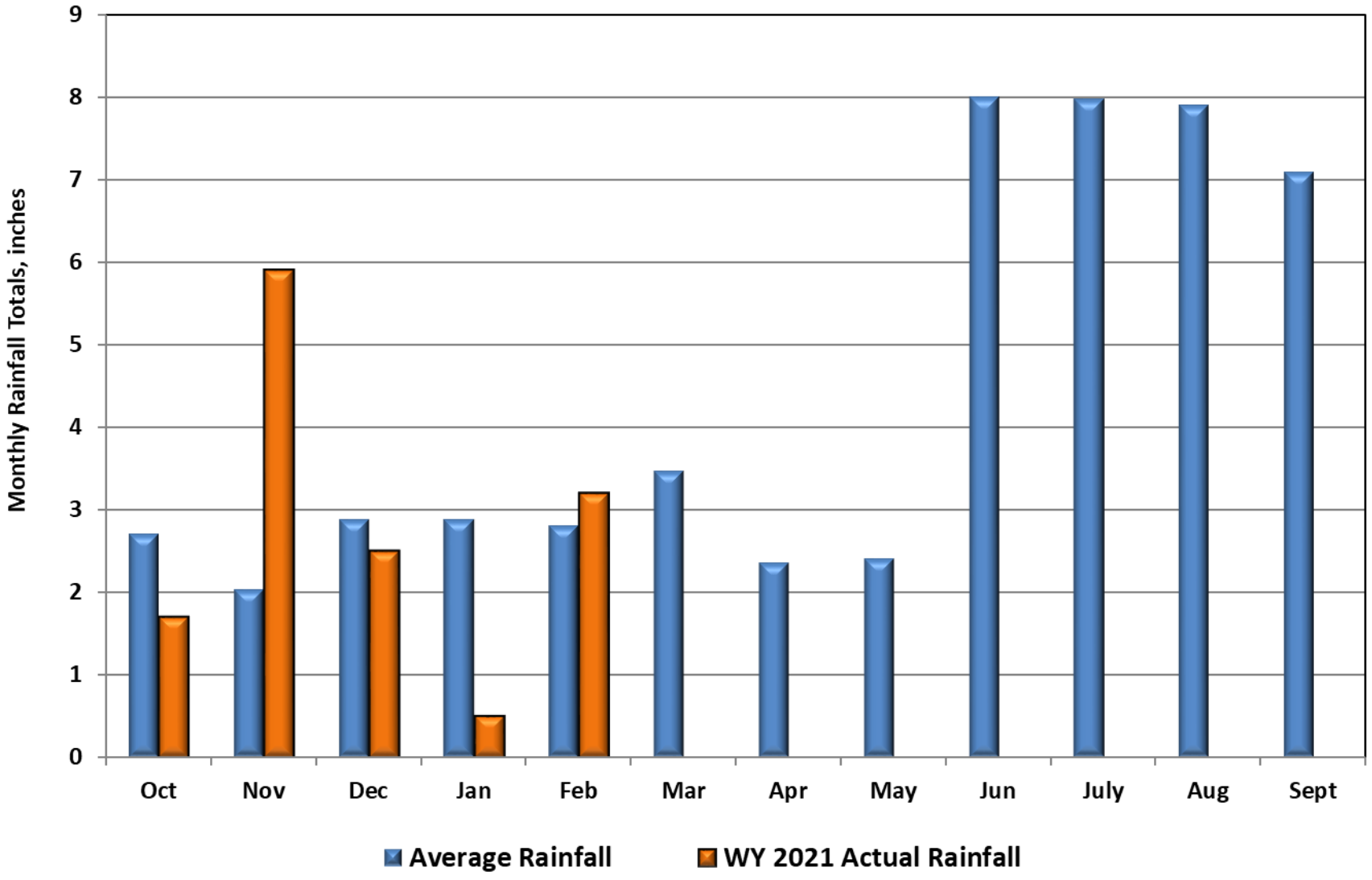


Figure 2. Tampa Bay Water Delivery Through February Water Year 2021 Compared To Water Year 2020

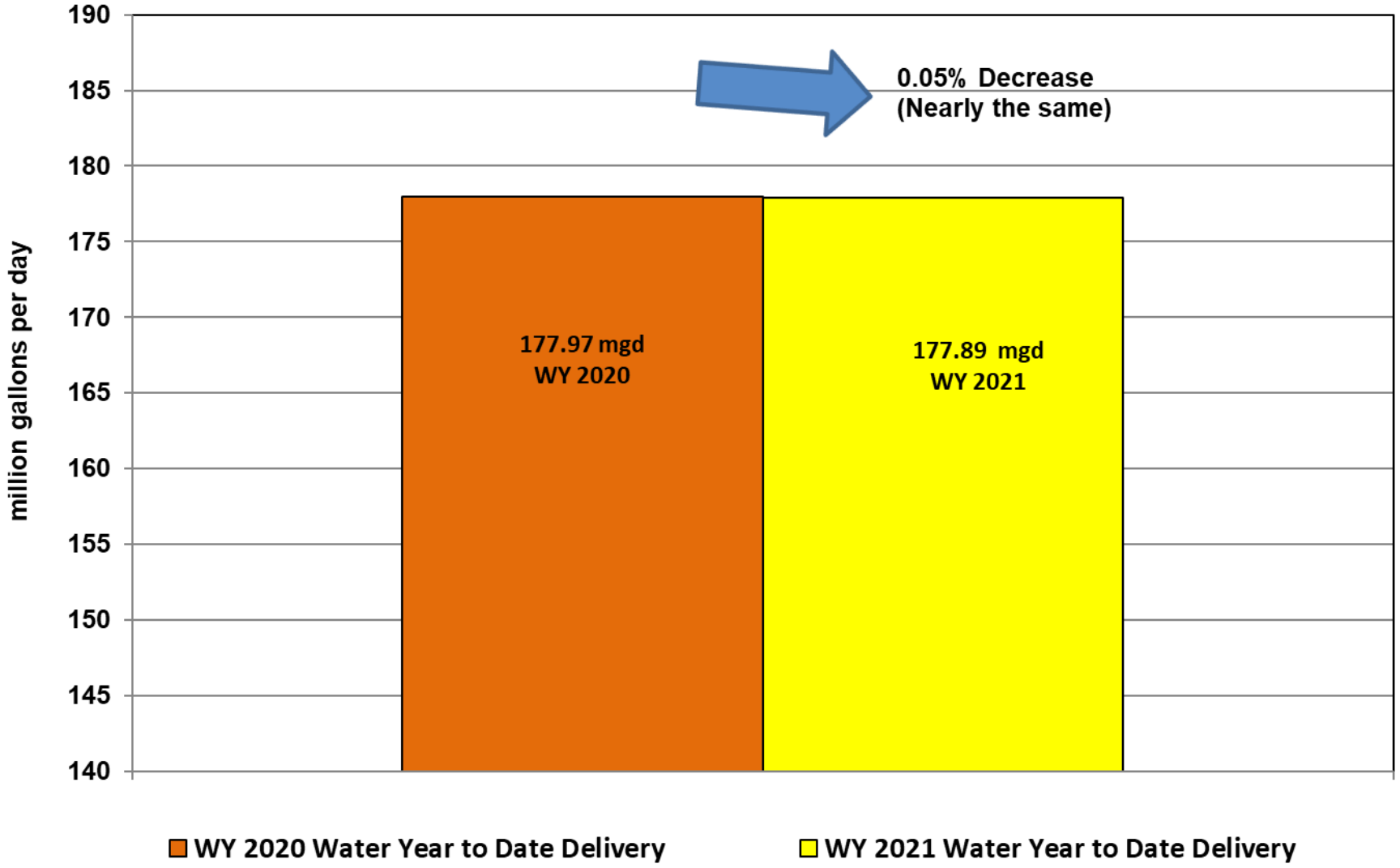


Figure 3. Consolidated Wellfield Production

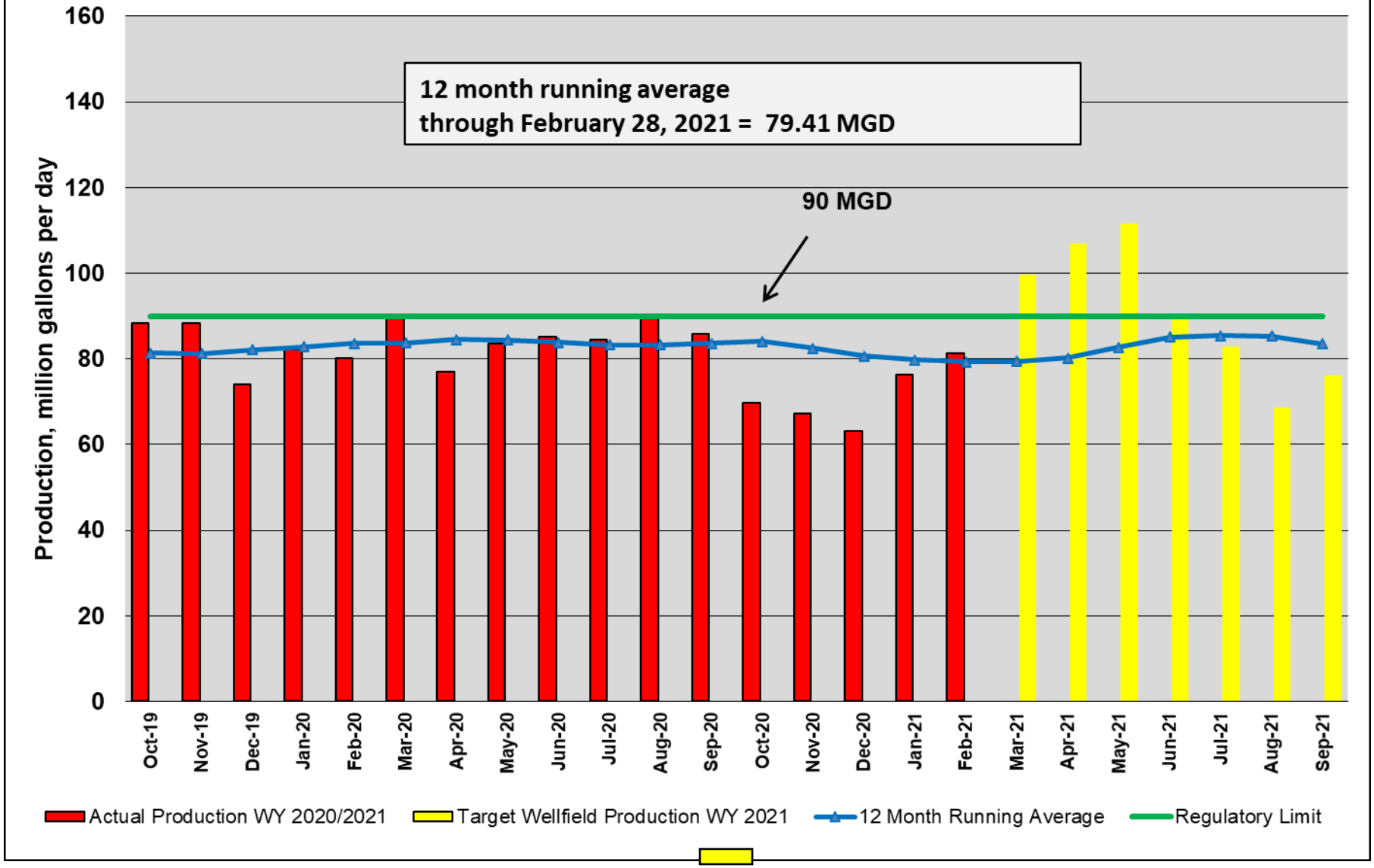


Figure 4. South Central Wellfield Production

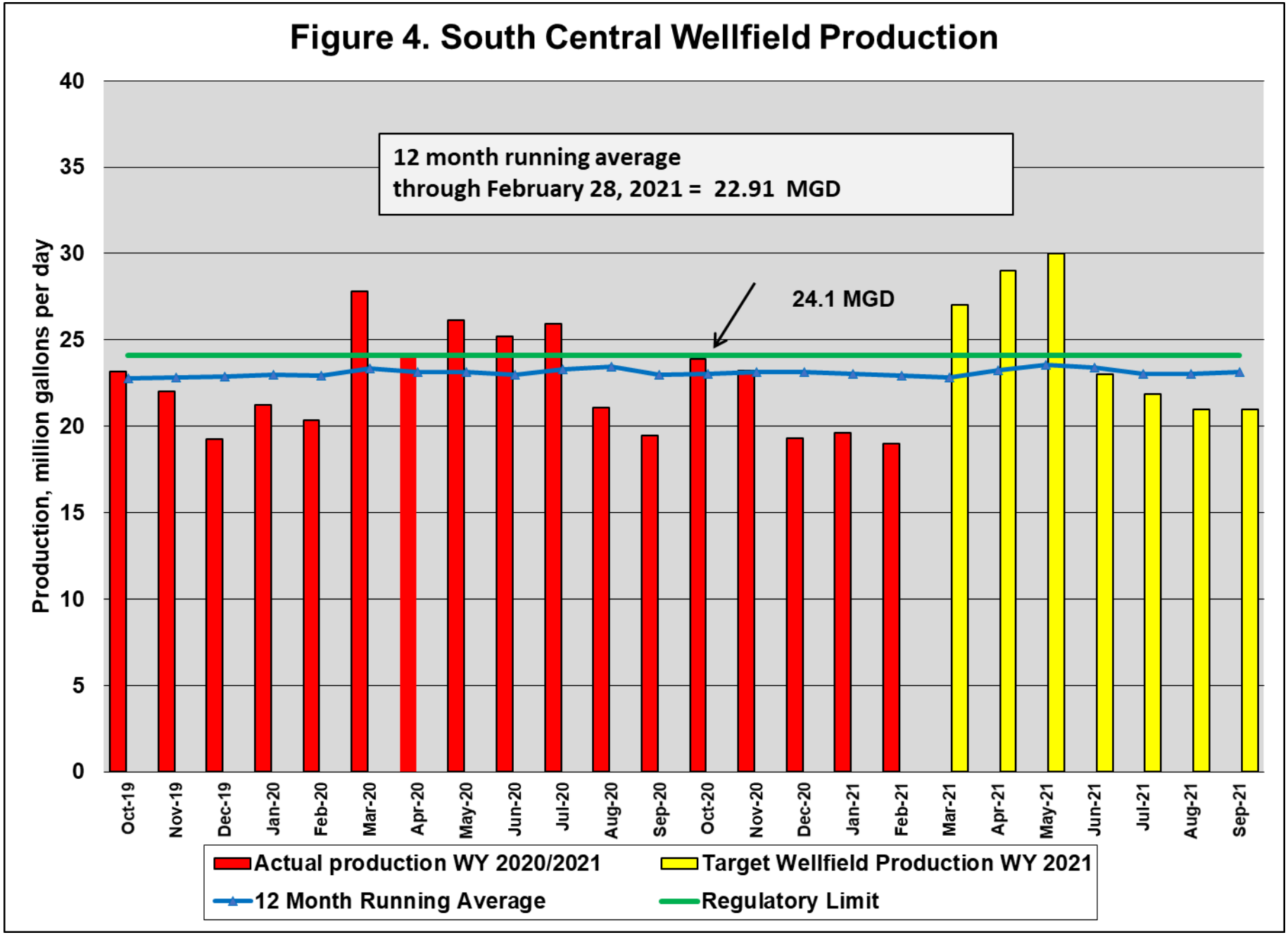


Figure 5: Tampa Bay Water Supply Sources Through February Water Year 2021 Compared To Water Year 2020

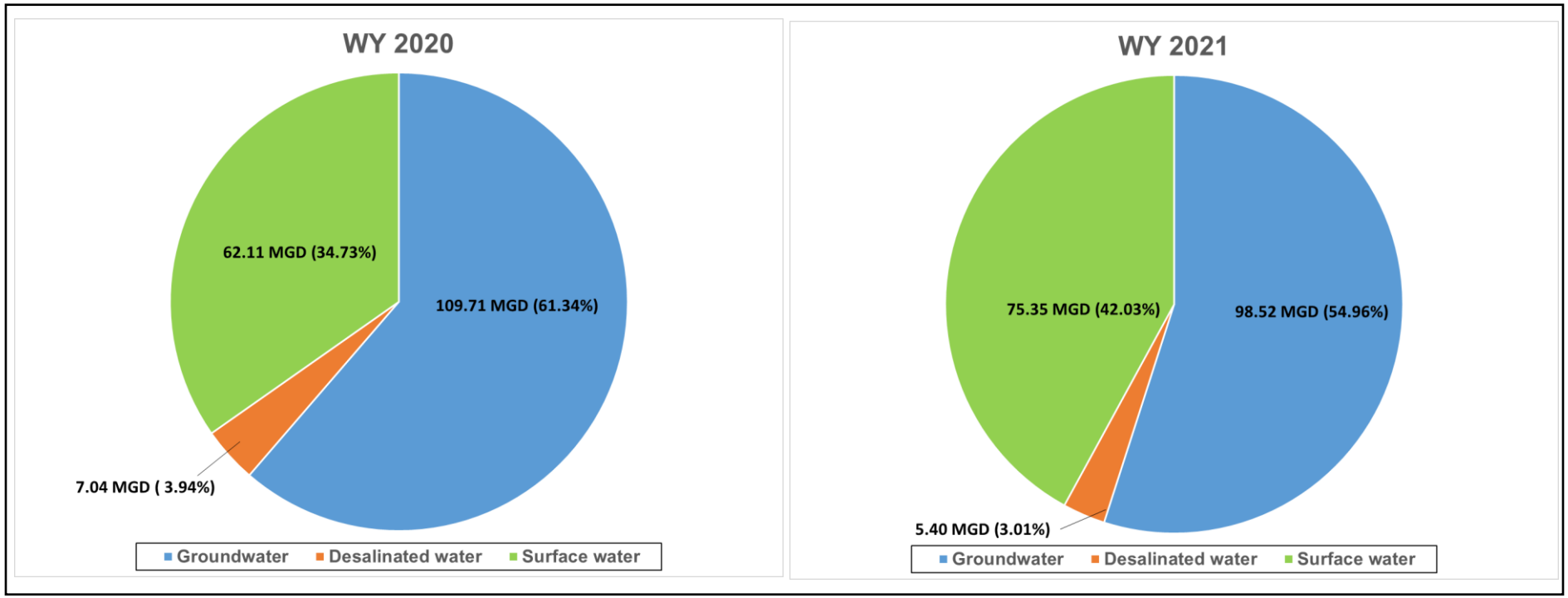
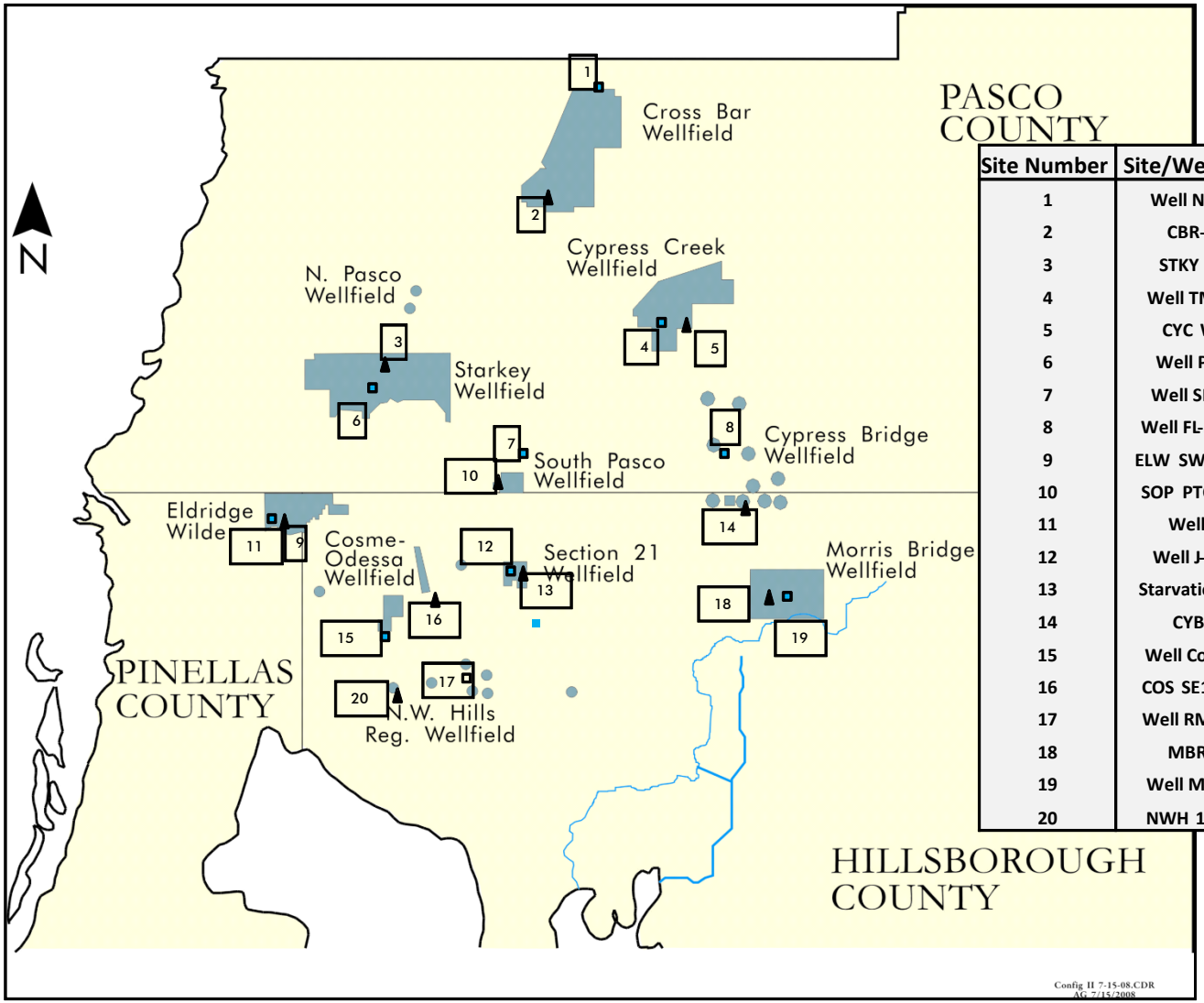


Figure 6

Monitoring Site Location Map

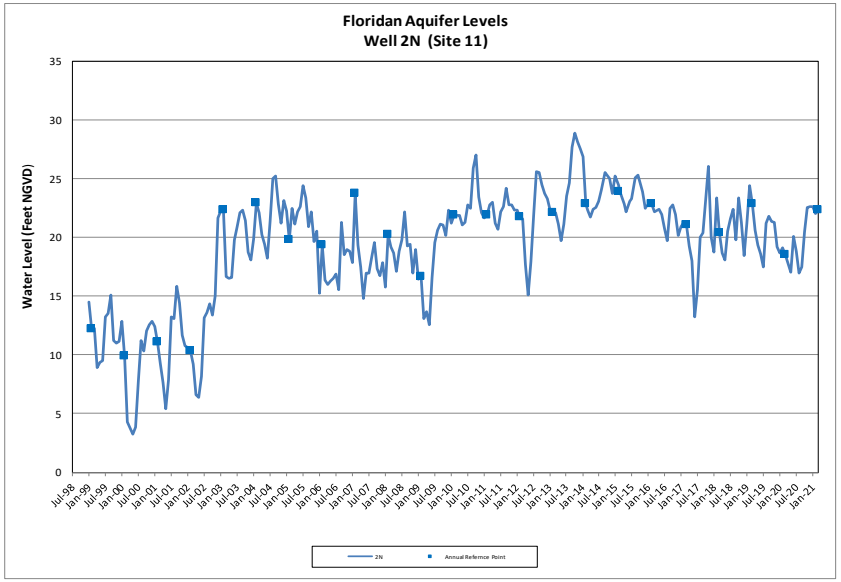


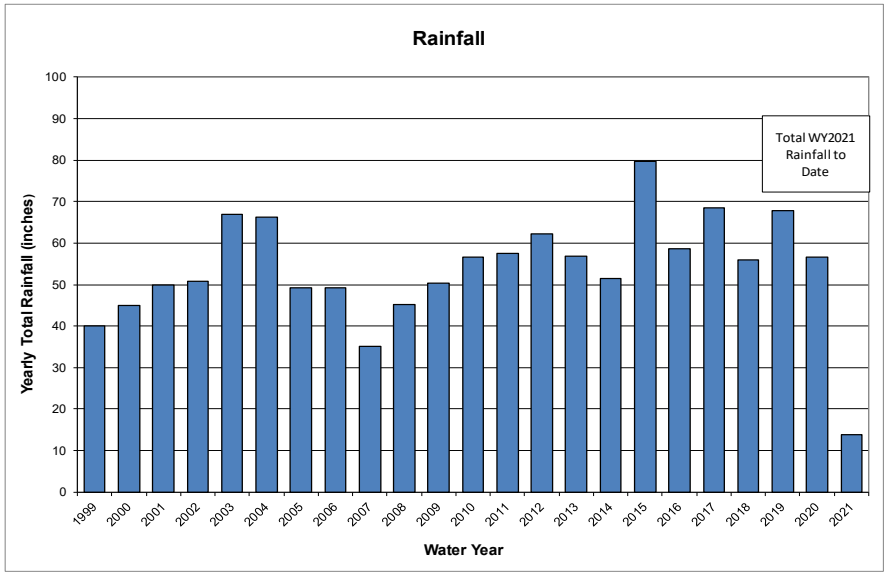
Site Number	Site/WellName
1	Well NRW-D
2	CBR-Q02
3	STKY S-95
4	Well TMR-4D
5	CYC W23
6	Well PZ-4D
7	Well SR-54D
8	Well FL-5-5000
9	ELW SW062717
10	SOP PTC332618
11	Well 2N
12	Well J-26Ad
13	Starvation Lake
14	CYB33
15	Well Cosme-3
16	COS SE142717
17	Well RMP-8D
18	MBR-30
19	Well MBR-2D
20	NWH 142817

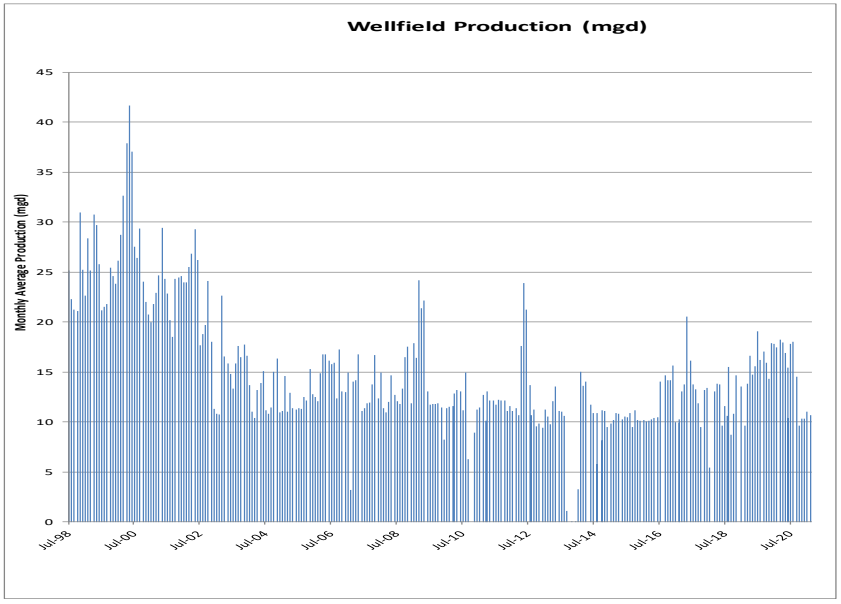
Floridan Monitoring Well Site
Surface Water Monitoring Site

Eldridge Wilde Wellfield

Figure 7







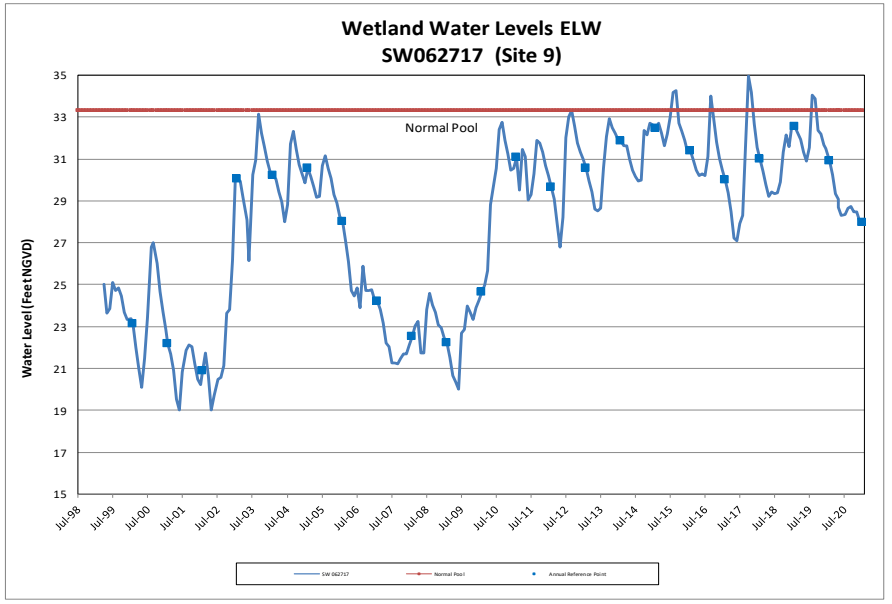
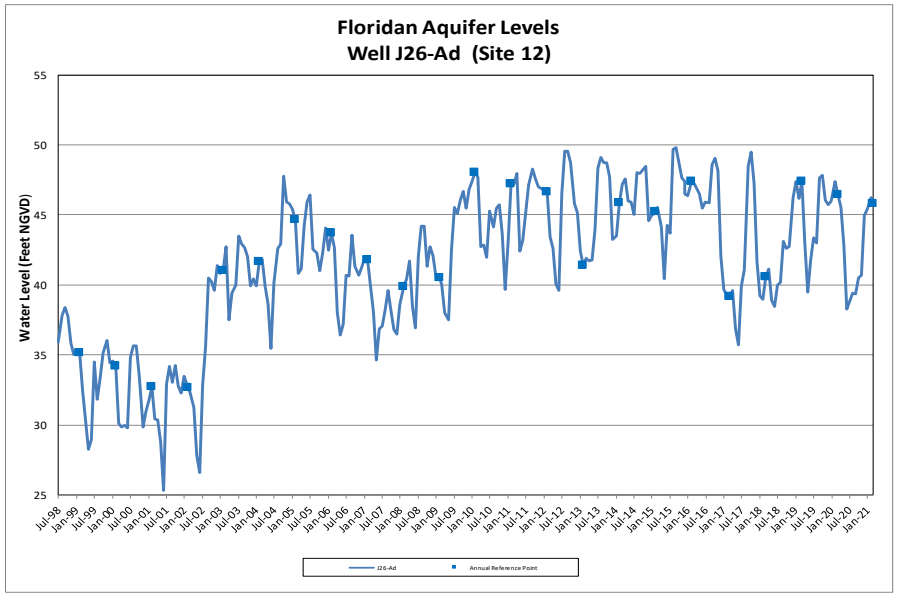
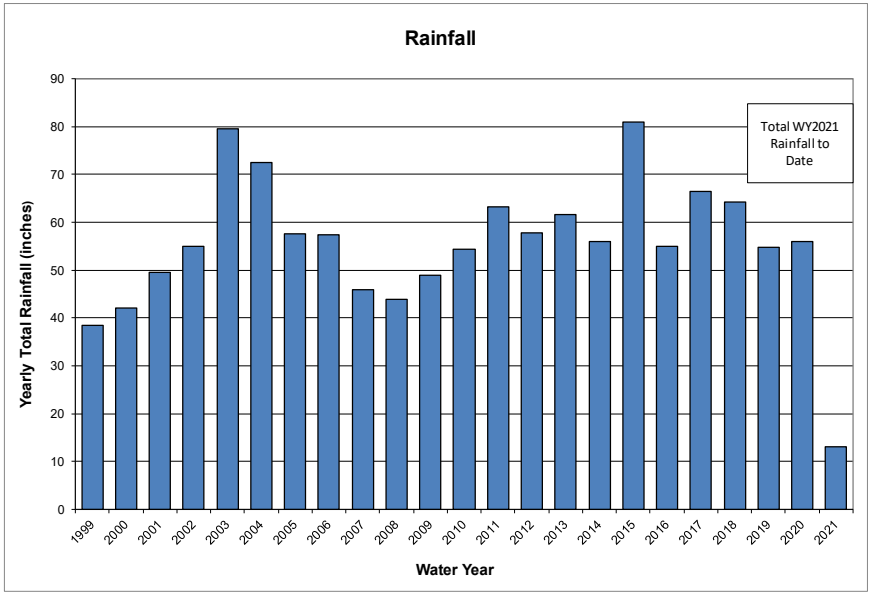
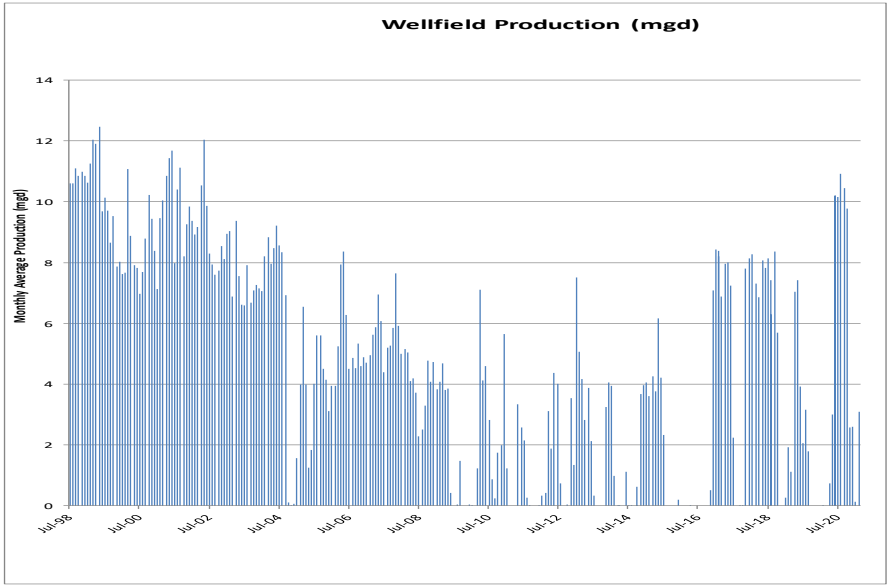
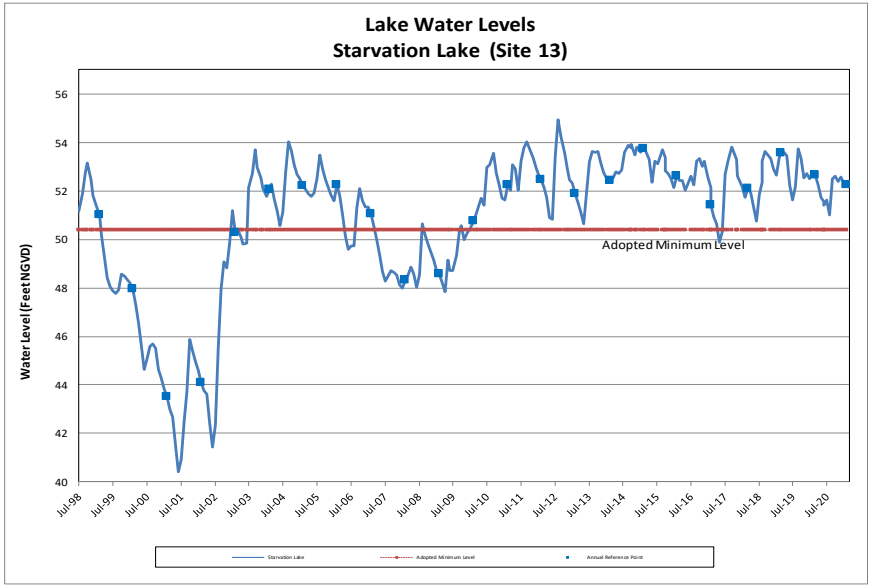


Figure 8


Floridan Aquifer Levels
Well J26-Ad (Site 12)
Water Level (Feet NGVD)
J26-Ad
Annual Reference Point

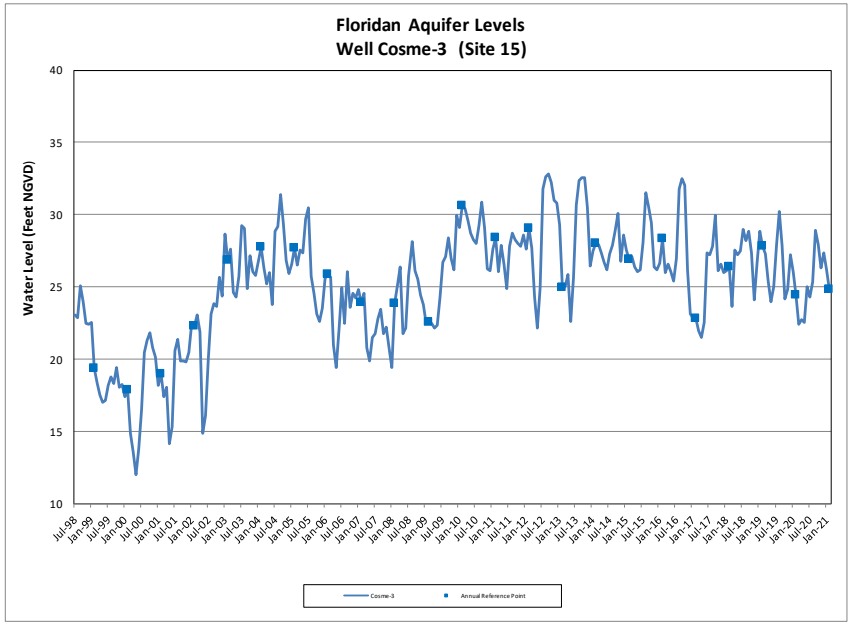

Rainfall
Yearly Total Rainfall (inches)
Water Year
Total WY2021 Rainfall to Date

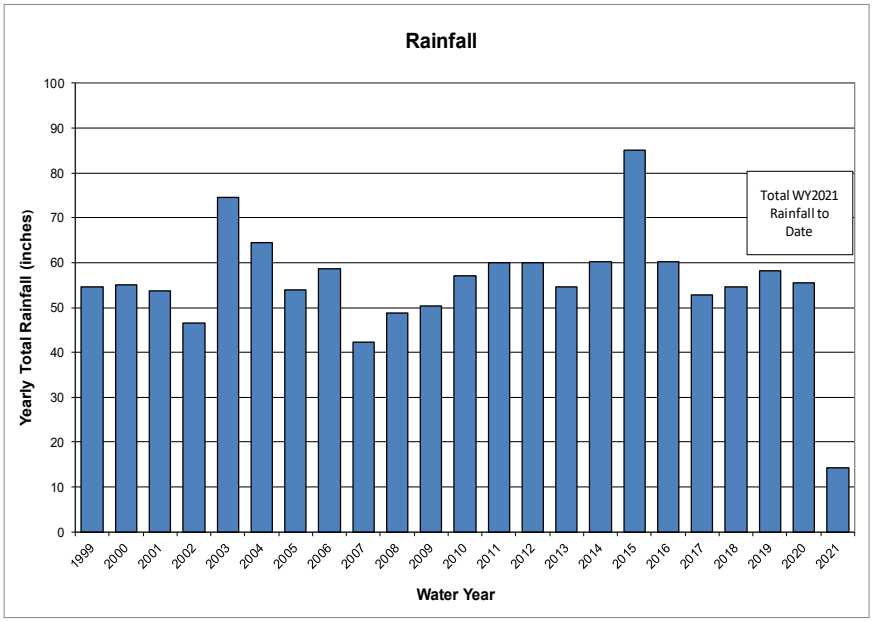

Wellfield Production (mgd)
Monthly Average Production (mgd)

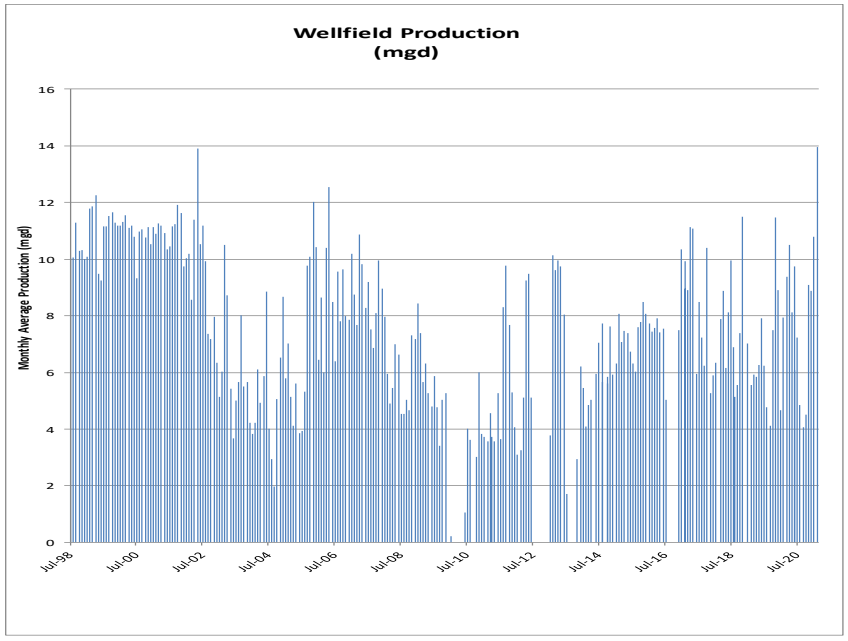

Lake Water Levels
Starvation Lake (Site 13)
Water Level (Feet NGVD)
Adopted Minimum Level
Starvation Lake
Adopted Minimum Level
Annual Reference Point

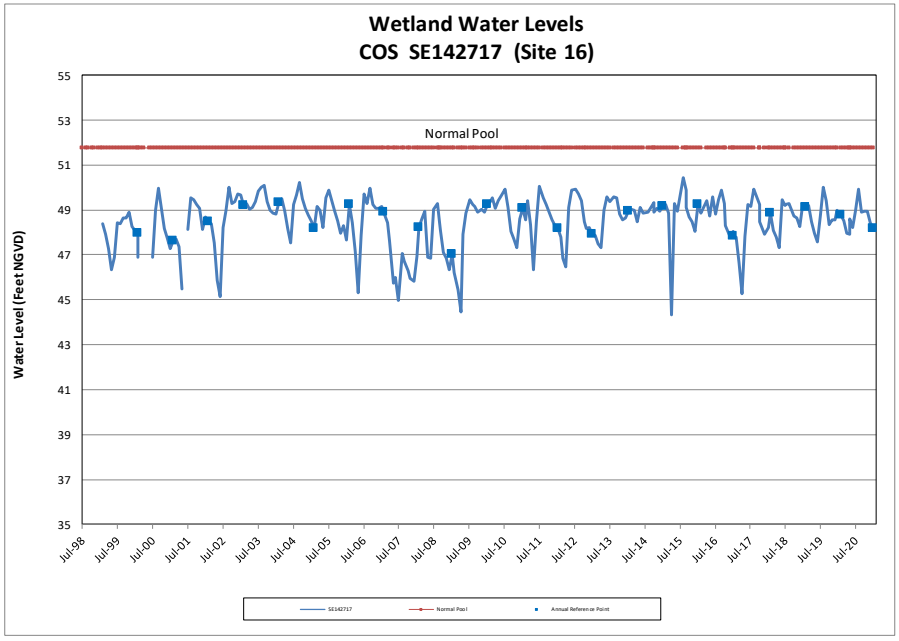
Cosme-Odessa Wellfield

Figure 9



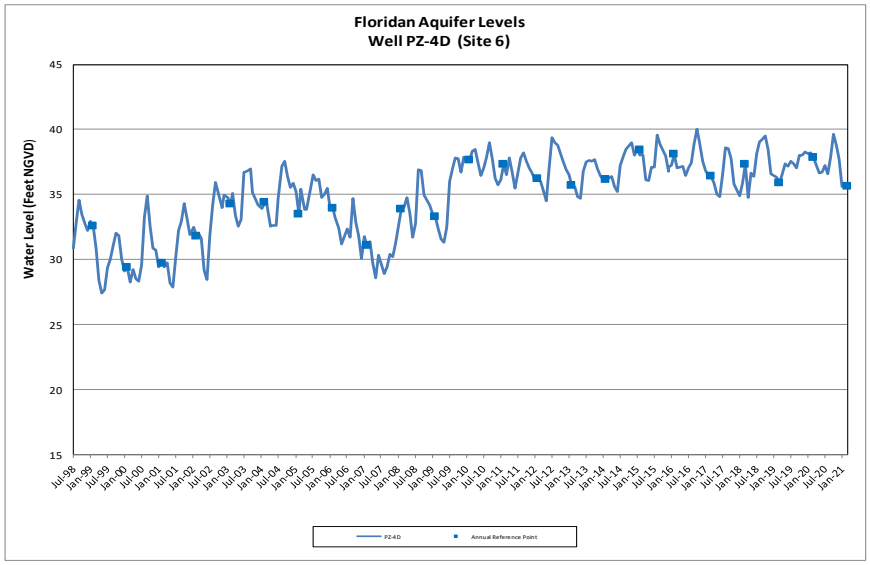


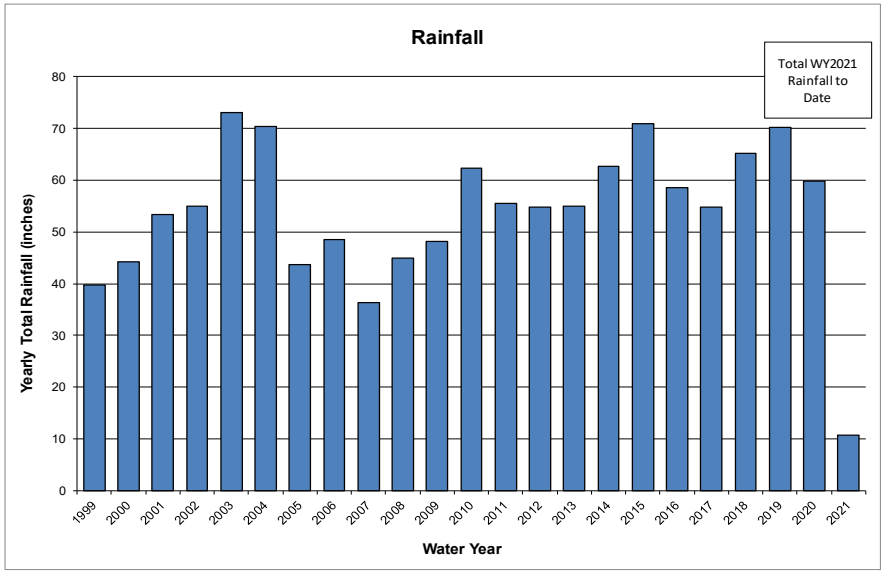


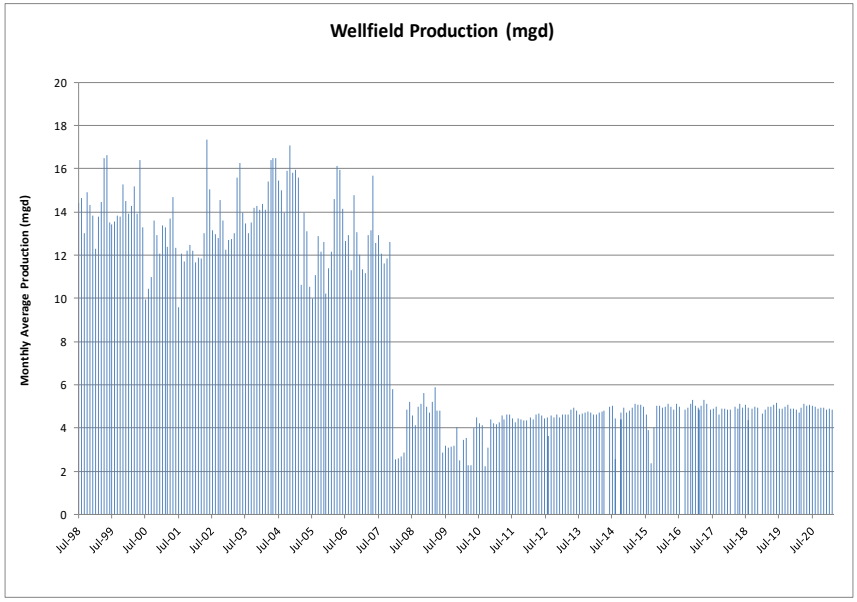


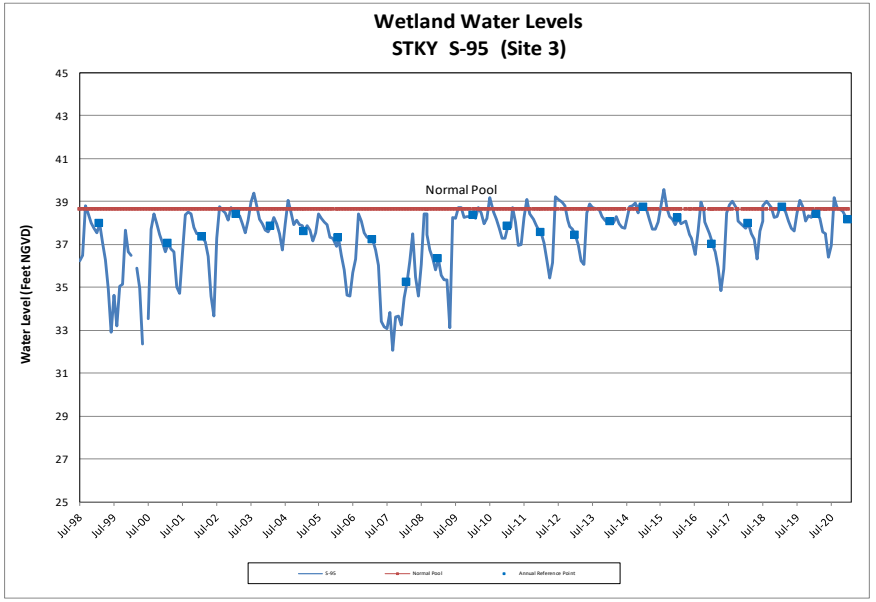
Starkey Wellfield

Figure 10



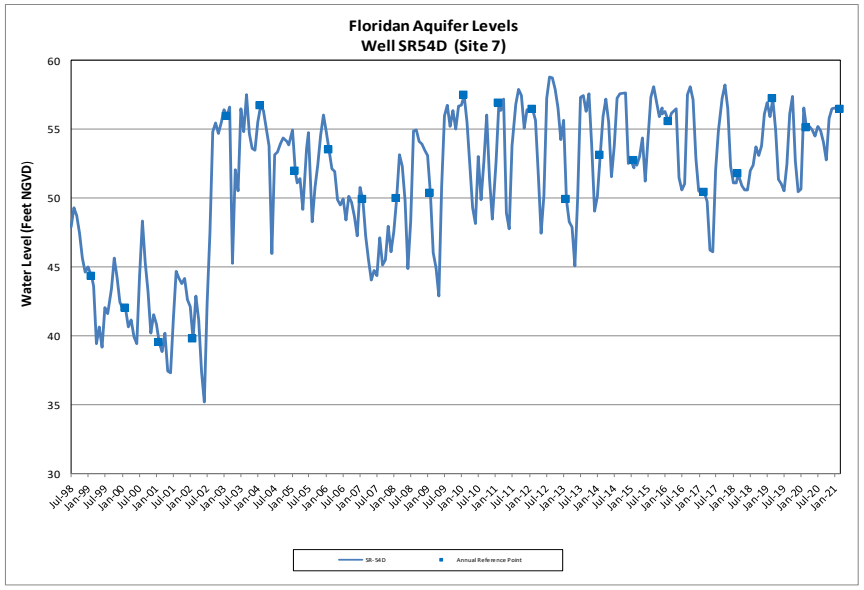


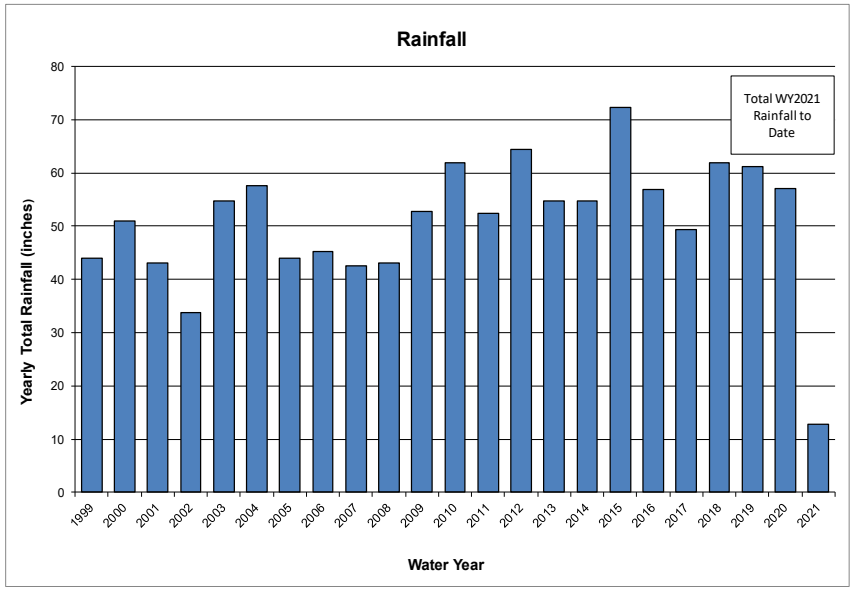


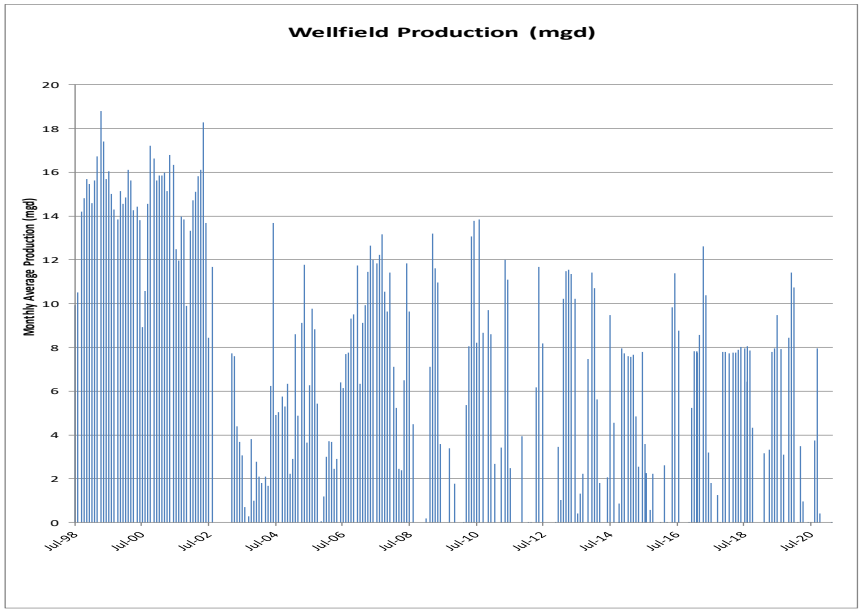


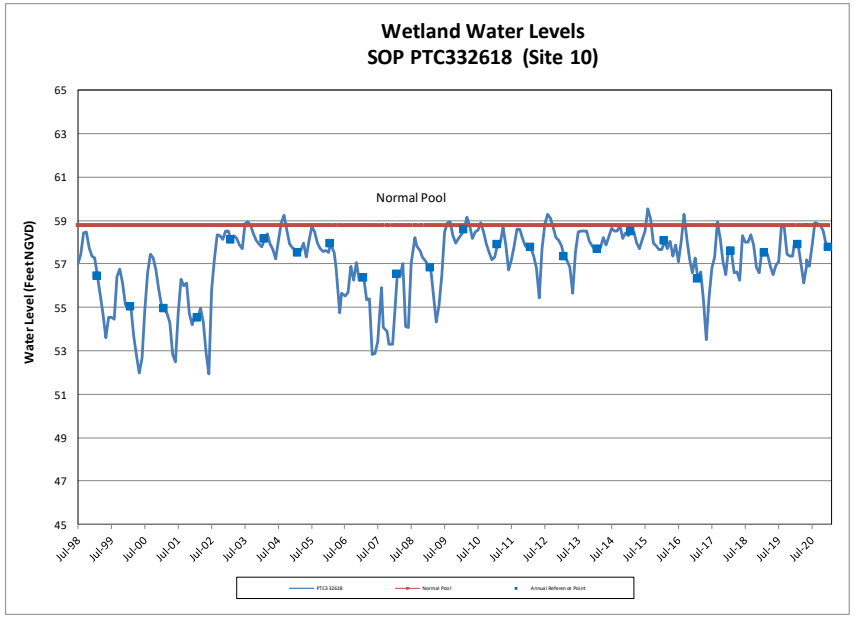
South Pasco Wellfield

Figure 11



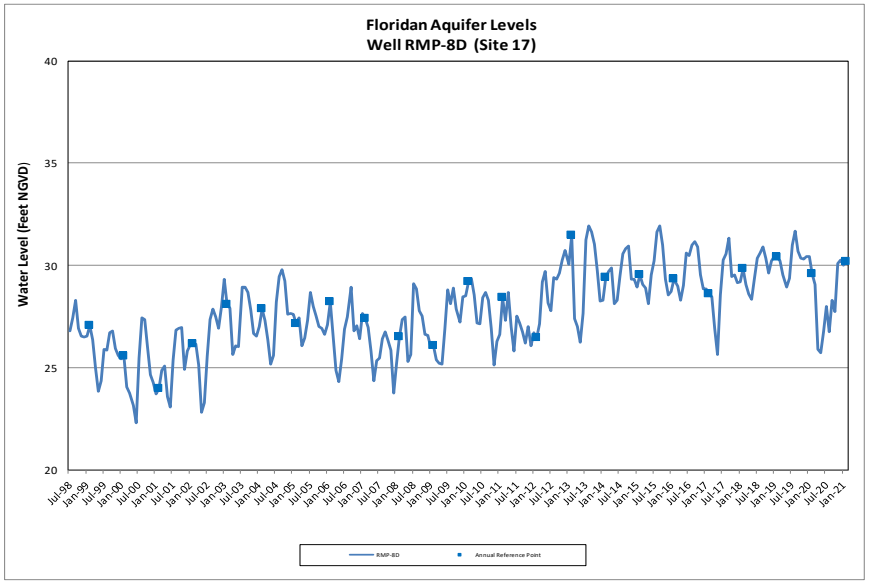


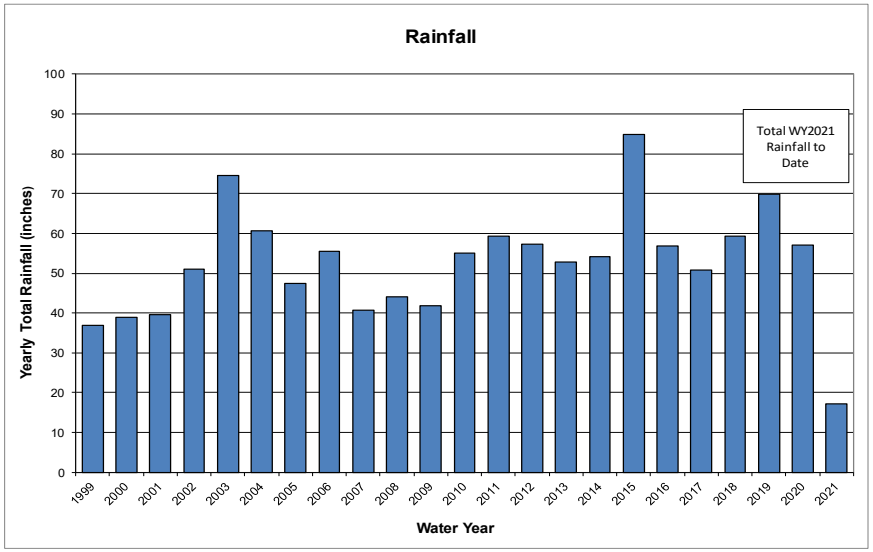


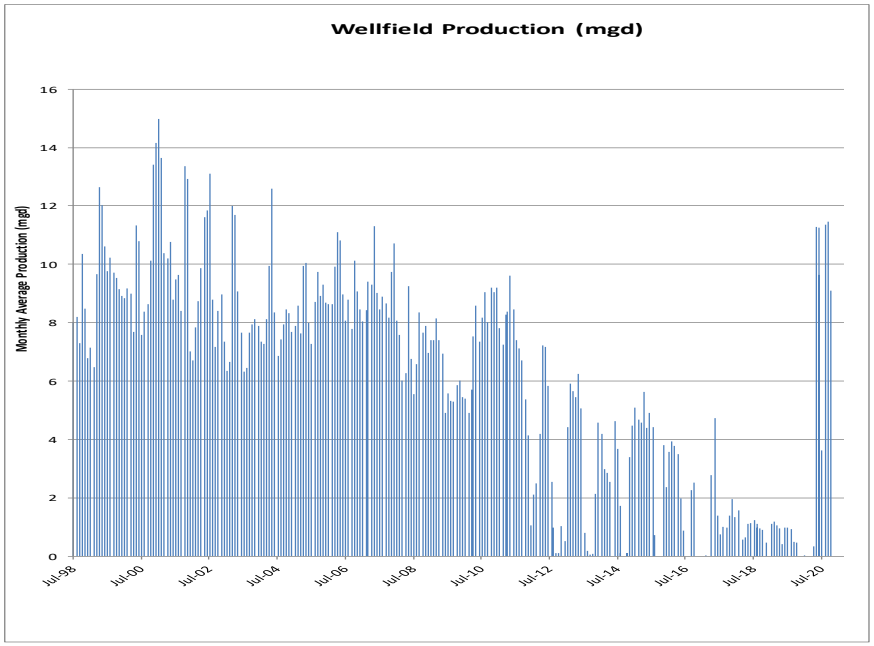


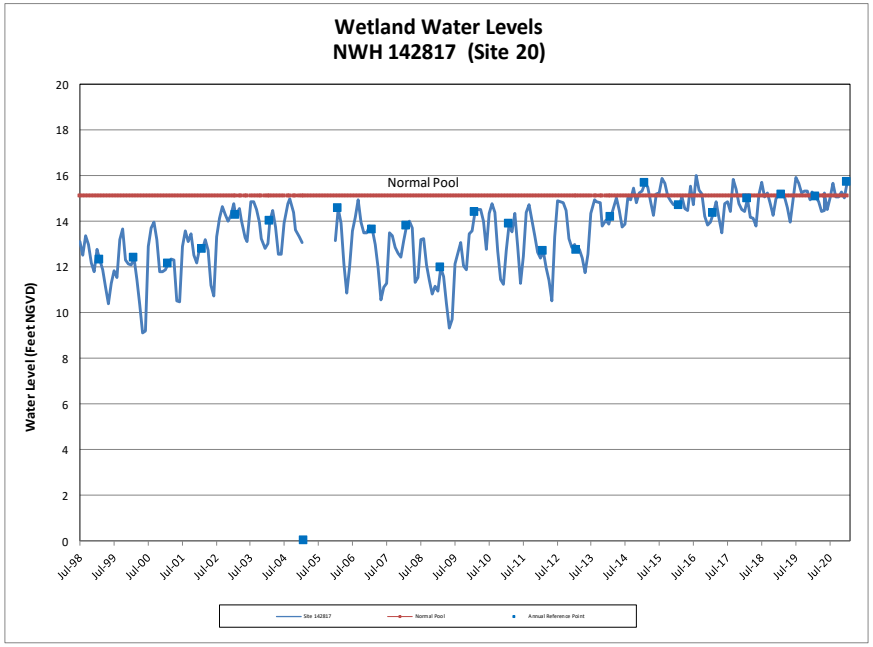
Northwest Hillsborough Regional Wellfield

Figure 12



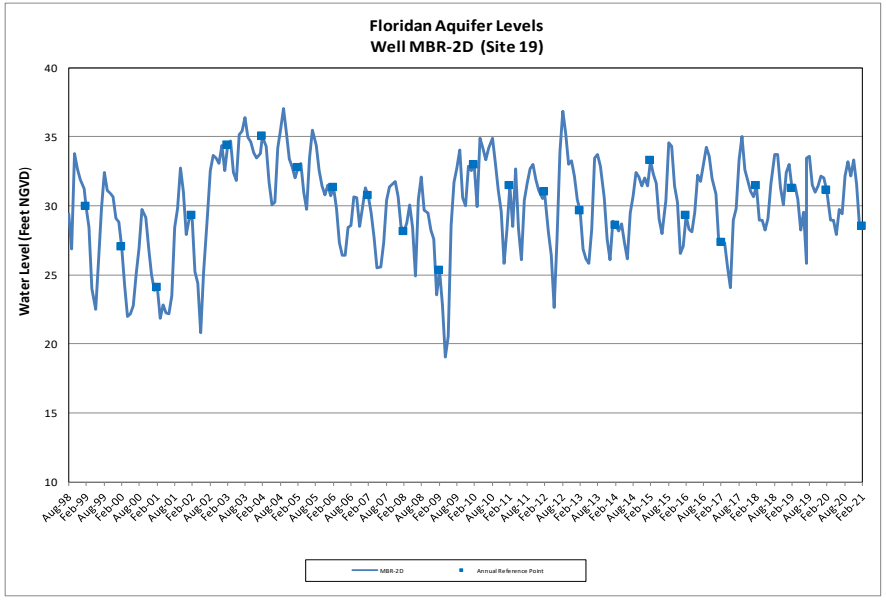


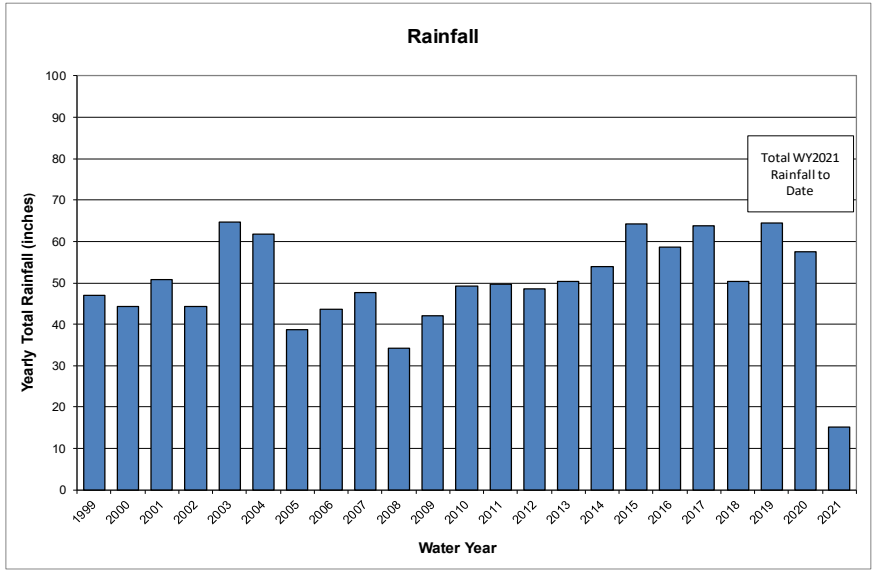


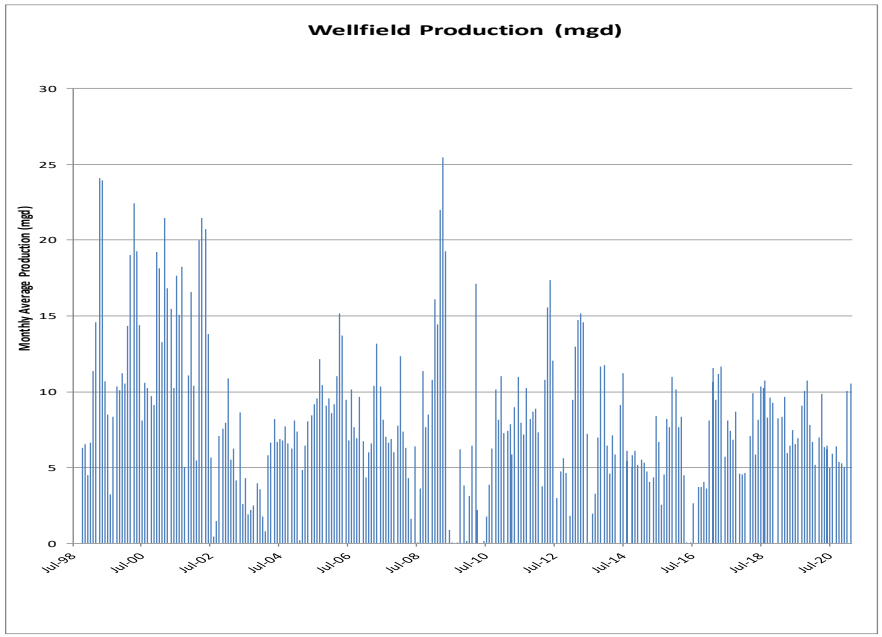


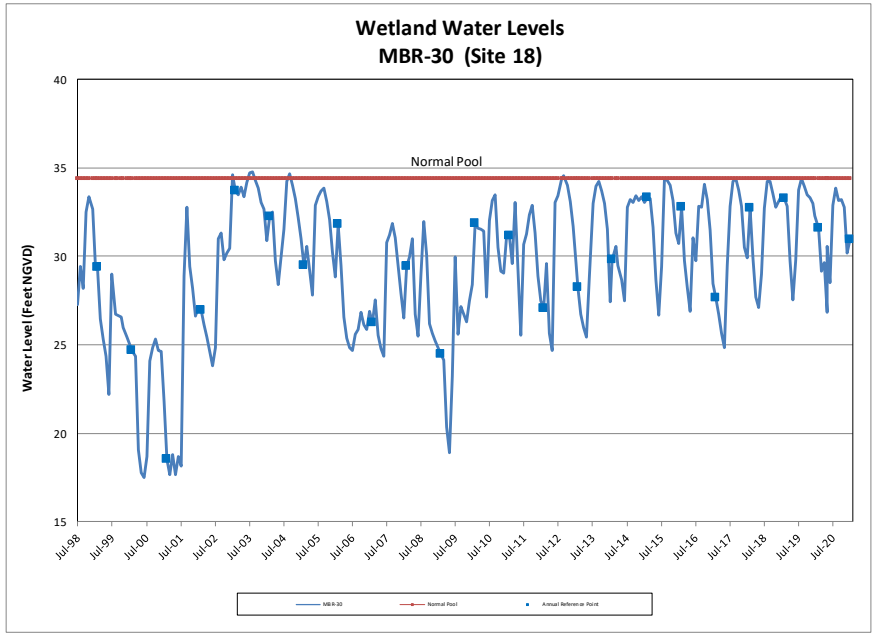
Morris Bridge Wellfield

Figure 13



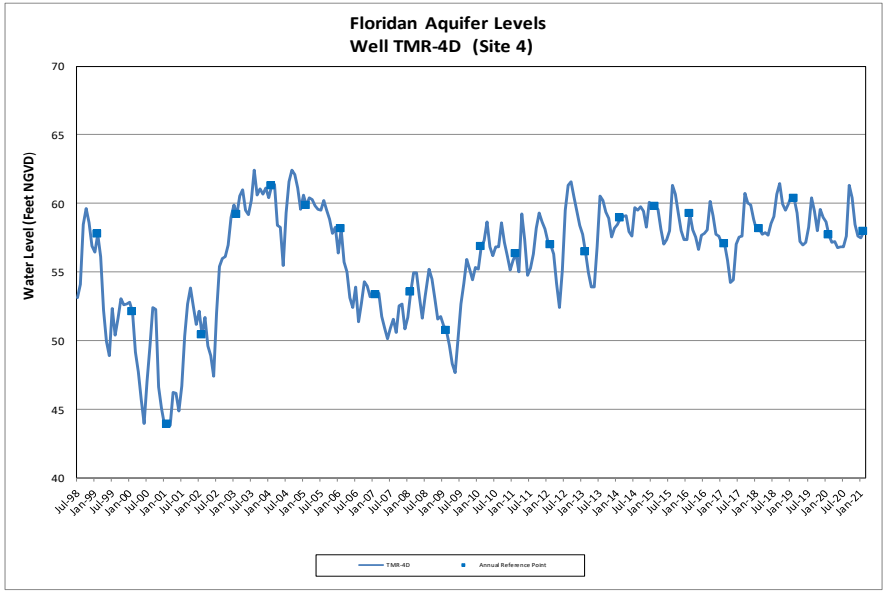


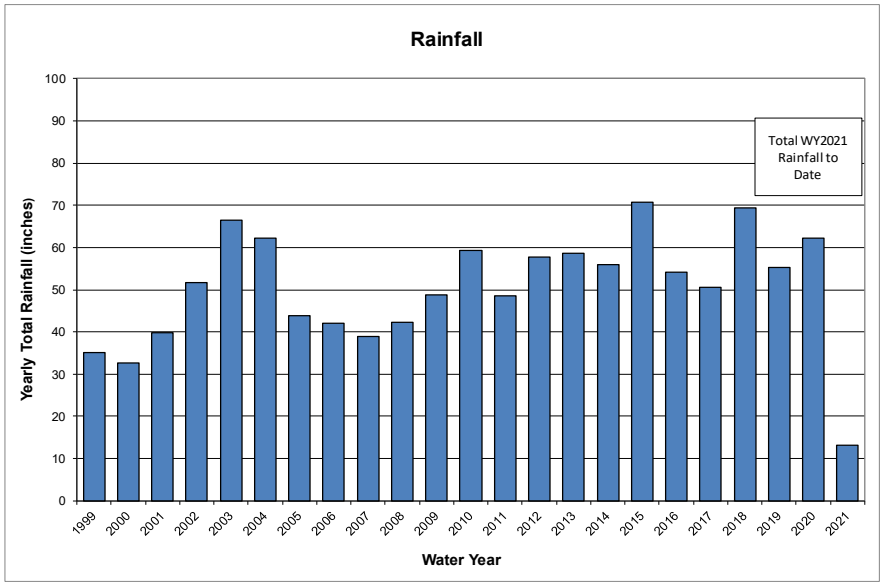


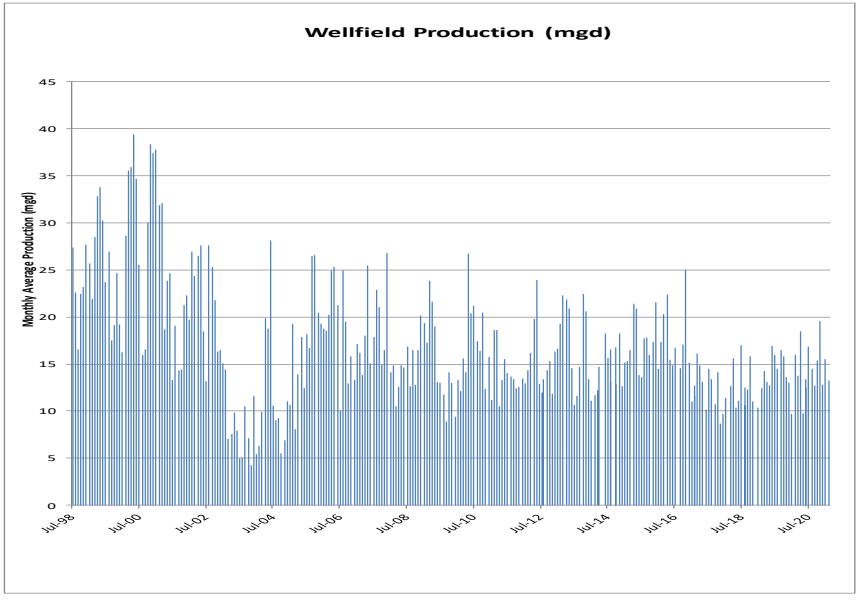


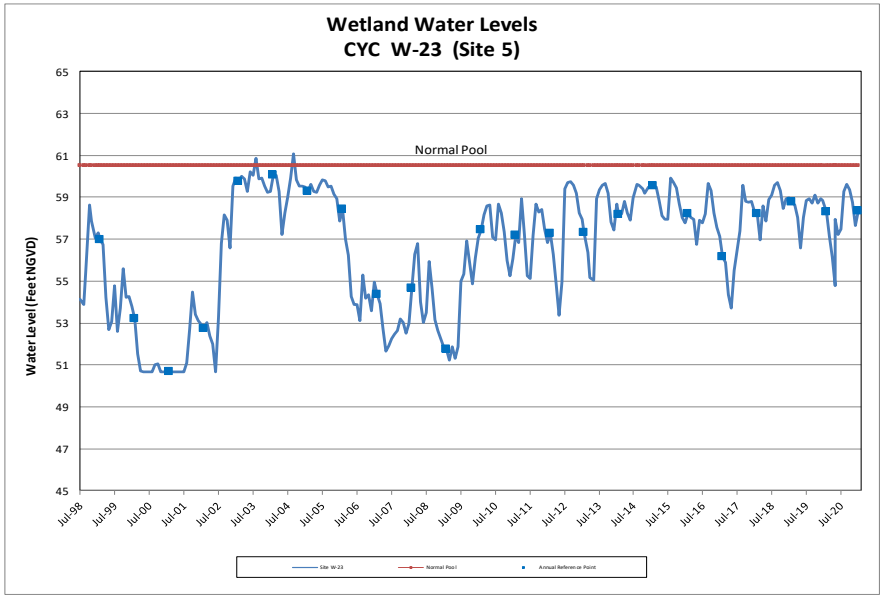
Cypress Creek Wellfield

Figure 14



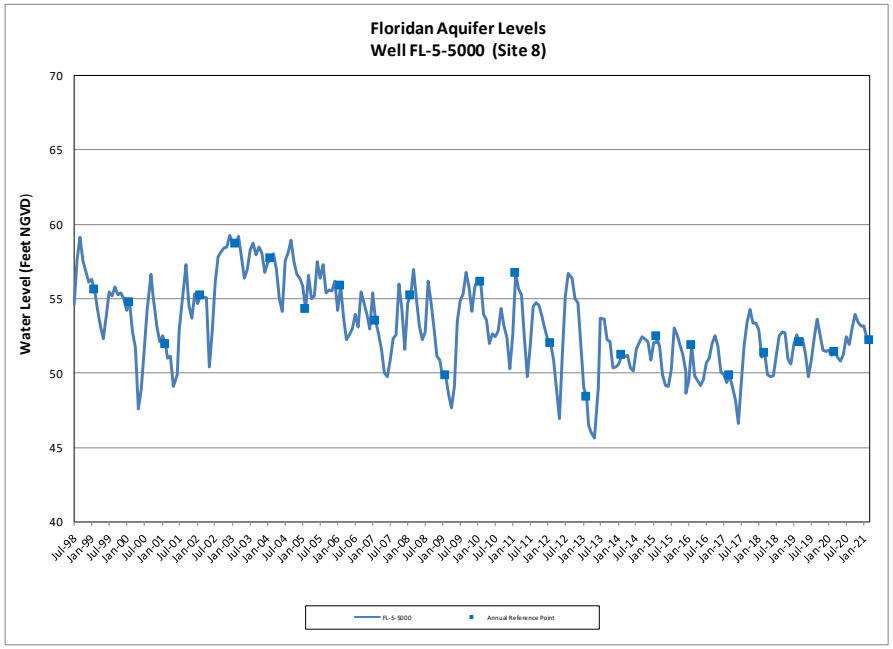


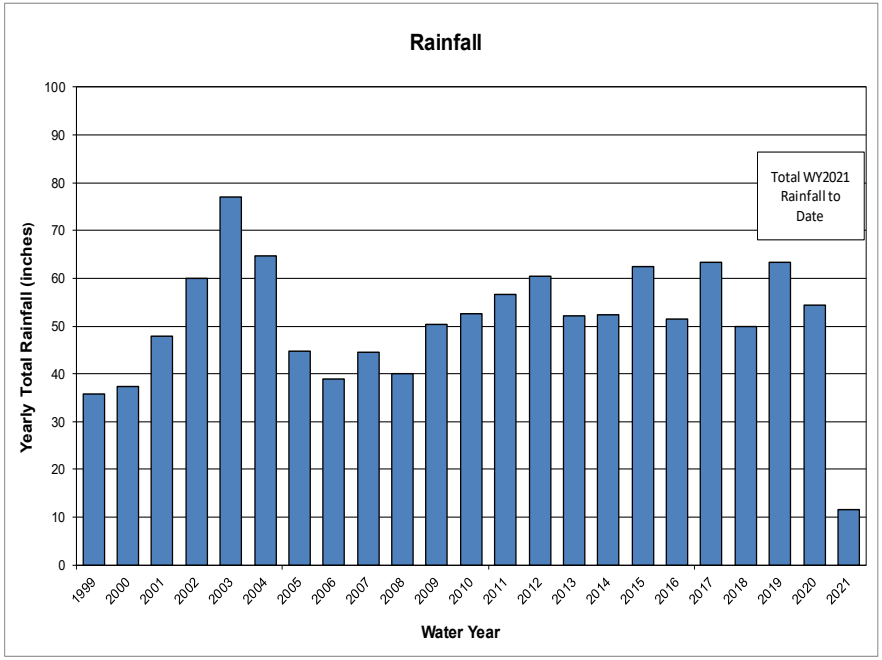


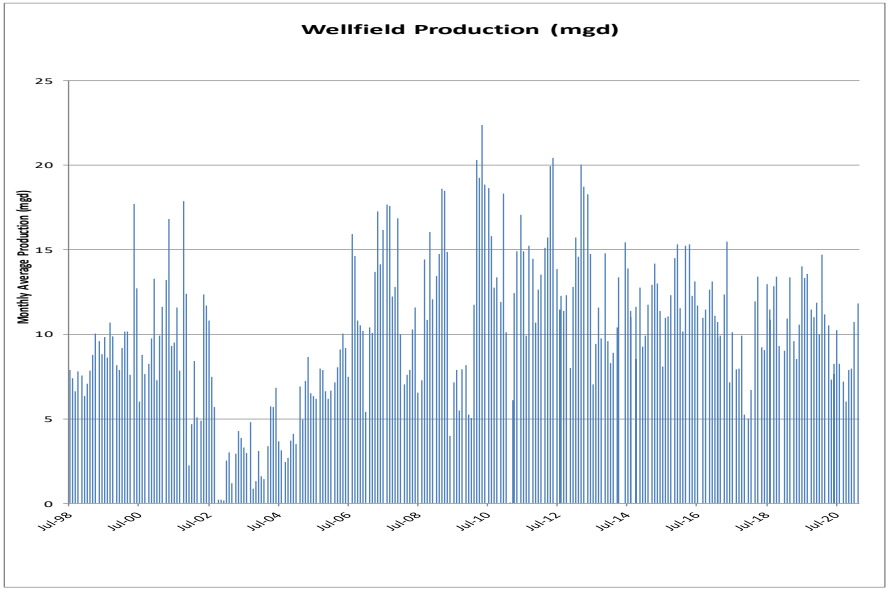


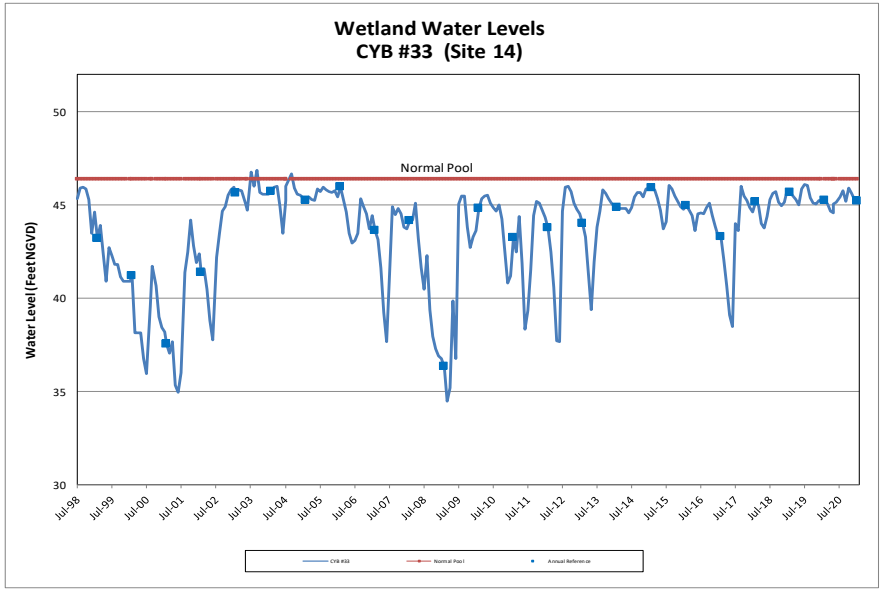
Cypress Bridge Wellfield

Figure 15



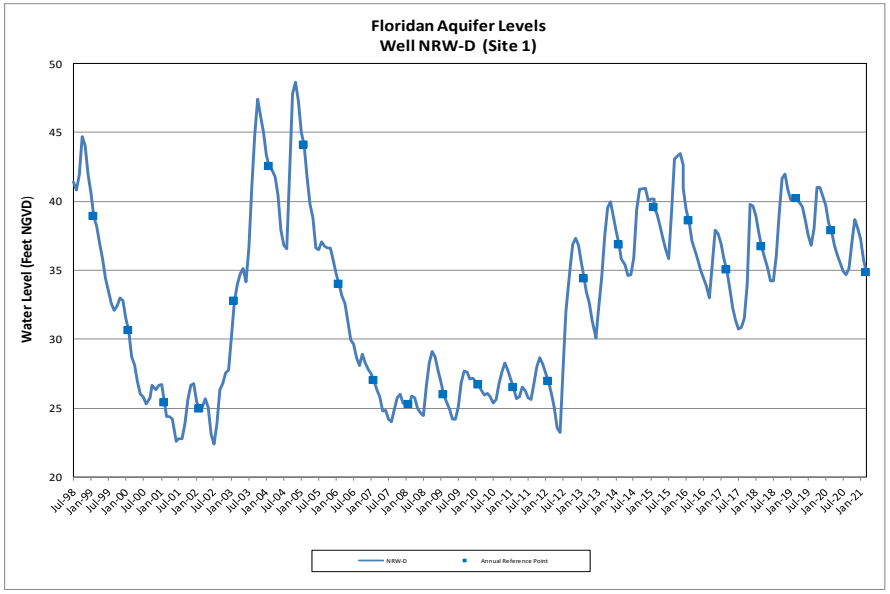


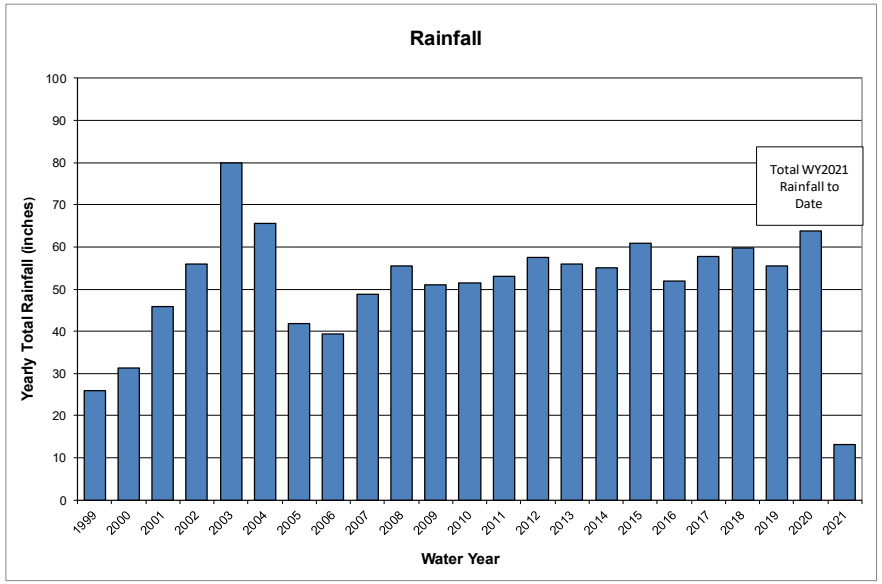


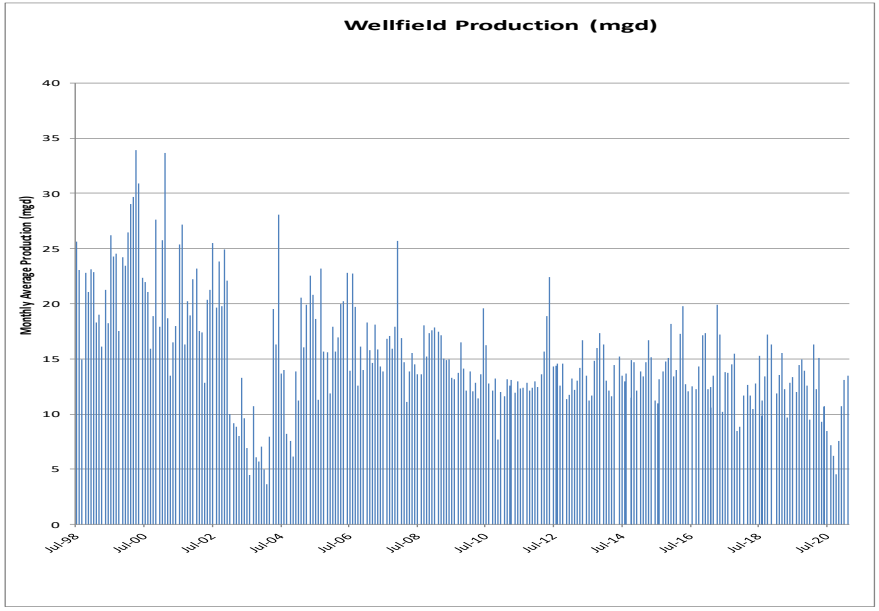


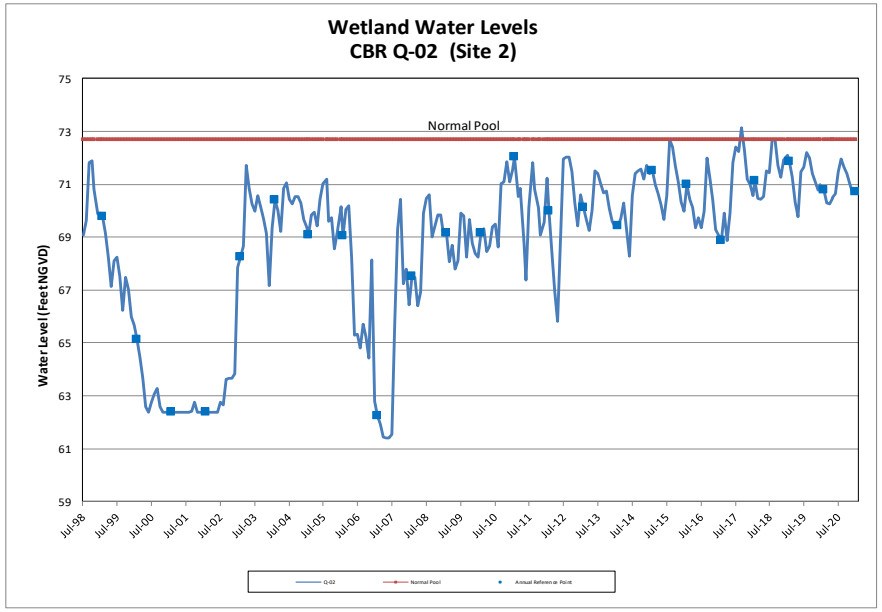
Cross Bar Ranch Wellfield

Figure 16









TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM D.4

DATE: February 25, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Kenneth R. Herd, Chief Science & Technical Officer

SUBJECT: Long-term Master Water Plan Feasibility Studies - *Status Report*

SUMMARY

The 2018 Long-term Master Water Plan was approved by the Board of Directors in December 2018 and included several recommendations including further study of three top-ranked water supply projects to meet the region's future water supply needs. This item provides an update on the on-going feasibility studies for those projects.

SUGGESTED ACTION

Status Update

COST/FUNDING SOURCE

N/A

DISCUSSION

The 2018 Long-term Master Water Plan (Plan) was approved by the Board of Directors (Board) in December 2018. The Plan included several recommendations including further study of three top-ranked water supply projects to meet the region's future water supply needs. Below is a summary of each project, work completed to date, and future activities.

Surface Water Treatment Plant Expansion: Feasibility Study (Project 09014): The Surface Water

Treatment Plant Expansion Feasibility Study's purpose is to further assess the feasibility of expanding the existing Tampa Bay Water Regional Surface Water Treatment Plant and increasing the use of associated surface water supplies to maximize the available yield of surface water supplies. The project will also evaluate an alternative location for a new surface water treatment plant (SWTP) near the C.W Bill Young Regional Reservoir, including the inventorying of anticipated risks and benefits associated with that location. The overall objective of the project is to evaluate the feasibility of increasing Tampa Bay Water's (Agency) annual average yield of surface water supplies by 10 to 12.5 million gallons per day (mgd).

Work Completed to Date:

Reviewed systemwide reliability modeling framework/results and previously gathered operational information in preparation for a modeling/operations discussion.

- Developed alternatives and conceptual layouts for a new surface water treatment plant at the C.W. Bill Young Regional Reservoir site.
- Developed alternatives and conceptual layouts for surface water treatment capacity expansion at the existing site.
- Reviewed conceptual layouts with Tampa Bay Water staff and received feedback for incorporation into the design.
- Drafted Public Information/Outreach material including web content and project fact sheet.

Work in Progress and Upcoming Work:

- Documentation of final systemwide reliability modeling results and implications for design at the existing SWTP site and potential new SWTP site.
- Compatibility and cost comparison of current coagulant aid polymer and alternative polymers that performed favorably in bench-scale testing.
- Business case evaluation of delivery alternatives and contractual implications.
- Preparation of Draft Surface Water Treatment Plant Expansion Feasibility Study Report. Review of surface water treatment expansion conceptual layouts with Veolia staff.
- Submission of Draft and Final Surface Water Treatment Plant Expansion Feasibility Report to Tampa Bay Water.
- Complete Public Information/Outreach material including web content and project fact sheet.
- Conduct public outreach meeting.

Desalination Treatment Plant Expansion: Feasibility Study (Project 09015): The Desalination Treatment Plant Expansion Feasibility Study's purpose is to further assess the feasibility of expanding the existing Tampa Bay Desalination Water Treatment Plant to maximize the available yield of the Agency's regional water supplies. This project would leverage the existing facility as much as possible for meeting projected regional water demands, as well as inform design decisions for the future expansion. The overall objective of the project is to evaluate the feasibility of increasing Tampa Bay

Water's available desalinated seawater supply by 10 – 12.5 mgd.

Work Completed to Date:

- Developed technical memorandum summarizing the results of the hydrodynamic modeling.
- Developed and launched the pilot dashboard to display and share the pilot systems water quality data.
- Engaged Dialogue Public Relations to refine plans for initiating Public Engagement.
- Performed pilot system jar sampling and testing.
- Developed after-hours support SOP and policy/procedure for obtaining chemicals from the full-scale facility.
- Began 24/7 operations of the DAF, MF, and DMF pilot systems.

Work in Progress and Upcoming Work:

- Continue Pilot Plant Operations and Sampling, including optimization of the pilot systems.
- Continue updating the pilot plant activities schedule on a weekly basis to coordinate operation phase and setting up the pilot plant data management systems.
- Operate the DAF system at higher rise rates.
- Reoptimize chemical dosing and conduct additional jar tests.
- Conduct review meeting to discuss the hydrodynamic modeling results.

South Hillsborough Wellfield: Feasibility Study (Project 01611): The purpose of the South Hillsborough Wellfield Feasibility Study is to further assess the feasibility of developing a new wellfield and associated collection mains and water treatment facilities using groundwater credits from the injection of reclaimed water by Hillsborough County. The feasibility project includes a test production well and monitor wells, aquifer performance test, wellfield modeling and development of documents required for a water use permit application, collector main layout and water treatment facilities required to meet Exhibit D of the Master Water Supply Contract and finalized negotiations with Hillsborough County for aquifer recharge/groundwater credits. The overall objective of the project is to evaluate the feasibility of increasing the Agency's available groundwater supply by 7.5 mgd. Status on the on-going Reclaimed Water Pricing Analysis is included in Agenda Item J1.

Work Completed to Date:

- Completed an updated gopher tortoise survey of the test well site.
- Received approval of the minor modification of the South Fork planned development.
- Completed construction of the test well site driveway and culvert.
- Well driller mobilized and started construction of the surficial aquifer and test production well.

Work in Progress and Upcoming Work:

- Develop water quality sampling parameters.
- Continue property negotiations with Hillsborough County.
- Continue construction of the test production and monitoring wells.
- Perform aquifer performance test and collect water quality samples.

- Coordinate with Hillsborough County to obtain information and data on the South Hillsborough Aquifer Recharge Program (SHARP) to be used for the feasibility analysis.
- Coordinate with the Southwest Florida Water Management District to obtain approval on the proposed modeling methods and procedures.
- Perform impact analysis groundwater modeling.

Overall Feasibility Projects Schedule

The Desalination Plant Expansion and the South Hillsborough Wellfield Feasibility Studies are scheduled to be completed by Spring 2022. The Surface Water Treatment Plant Expansion Feasibility Study is scheduled to be completed Summer 2021. Agency staff will continue updating the Member Government staff and the Board as these feasibility studies move forward. Following completion of these feasibility studies, the Board will be positioned to evaluate project alternatives in 2022 with a project configuration selection by December 2022. These feasibility studies are scheduled to be available at the same time the Regional Water Quality Study 2020-2021 findings will be available for Board consideration. This will allow all these potential capital improvement projects to be simultaneously considered relative to future debt service obligations and uniform rate effects.

BACKGROUND

The 2018 Long-term Master Water Plan was approved in December 2018. The Plan made several recommendations including further study of three top-ranked water supply projects to meet the region's future water supply needs. These projects were approved for further feasibility study to be performed prior to the 2023 Plan cycle. Once completed, the feasibility studies will help in the development of a recommendation for the eventual selection and construction timing of one or more projects. The three projects are: Surface Water Treatment Plant Expansion, Desalination Treatment Plant Expansion and the South Hillsborough Wellfield (via SHARP credits) .

In October 2019, the Board approved Contract 2020-011 with Black & Veatch for the Tampa Bay Desalination Water Treatment Plant Expansion Feasibility Study ($2,900,000), and Contract 2020-012 with Hazen & Sawyer for the Surface Water Treatment Plant Expansion Feasibility Study ($695,000). In addition to these two contracts, the Board approved a task order to HSW Engineering ($291,495) for support services for the South Hillsborough Wellfield project to assist the agency with a test well that will help determine the potential quantity of water that could be obtained from the new wellfield, as well as establish existing water quality parameters.

In December 2020, the Board approved a contract with WSP USA, Inc. to complete the South Hillsborough Wellfield feasibility study. All funding for the South Hillsborough Wellfield study is from uniform rate funds. The Desalination Treatment Plant Expansion Feasibility project is being funded with uniform rate funds and co-funding by the Southwest Florida Water Management District in the amount of $1,450,000. The Surface Water Treatment Plant Expansion Feasibility project is being funded with uniform rate funds and co-funded by the Southwest Florida Water Management District in

the amount of $275,000.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM E.1

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Lease for Multi-functional Copy Equipment - *Approve*

SUMMARY

The current lease on the agency's copy equipment expired in January 2021 and the agency has been leasing the equipment on a month-to-month basis while working out the terms of a new lease agreement.

SUGGESTED ACTION

Approve 60 month lease with Ricoh USA, Inc.

COST/FUNDING SOURCE

Uniform Rate

DISCUSSION

Tampa Bay Water leases multi-functional copier equipment used by the agency at five locations. The current lease expired in January 2021. Staff worked with our current vendor to ensure the terms of a new lease included like equipment and repair services.

The new lease will piggyback on a US Communities contract with Fairfax County, VA. The equipment specifications and the terms for service and parts remain the same. The total amount of the lease agreement over 60 months is $233,724.61. The amount of the monthly lease payment is $60 less per

month.

The lease has been reviewed and approved by the General Counsel. A copy is available upon request for the Records Department.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM E.2

DATE: February 17, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Contract Renewals - *Approve*

SUMMARY

Renew agency contracts in accordance with renewal option years listed in terms and conditions of original contract.

SUGGESTED ACTION

Approve contract renewals as summarized in the attached document.

COST/FUNDING SOURCE

Various - See Attachment

DISCUSSION

Tampa Bay Water has a number of contracts each year that are available to renew for additional option years. Purchasing and agency staff have reviewed the contracts summarized in the attached document and have determined that they continue to be of value and are necessary to the operation of Tampa Bay Water. The vendors/consultants have agreed, in writing, to renew the available option year(s) as prescribed in the original contract terms and conditions.

The original terms and conditions of these contracts remain unchanged. All original contracts were approved by the Board and therefore renewals must be provided to the Board for review and approval of each renewal option year.

The contract renewals have been reviewed and approved by Tampa Bay Water General Counsel's Office.

Attachment (1)

Contract Amendment Consent.pdf

CONTRACT AMENDMENTS EXECUTED FOR CONSENT APPROVAL MARCH 2021

CONTRACT NAME/DESCRIPTION OF SERVICES	CONTRACT NUMBER	CONTRACTOR	ANNUAL AMOUNT	APPROVAL DATE	RENEWAL/ AMENDMENT #	ORIGINAL EXPIRATION	EXTENDED THROUGH	FUNDING SOURCE
AS-NEEDED LABORATORY ANALYTICAL SERVICES	2018021	ADVANCED ENVIRONMENTAL LABORATORIES, INC.	$60,000.00	2/19/2018	3 of 3	3/31/2021	3/31/2022	UNIFORM RATE

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM E.3

DATE: February 23, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Procurement Exceptions Vendor Limits - *Approve*

SUMMARY

Tampa Bay Water's Purchasing Policy, Resolution 2014-002, provides procurement exceptions to the utilization of the sealed competitive bid procedure or request for competitive sealed proposals and delegates authority to the General Manager for acquiring equipment, supplies and services less than or equal to $100,000. Throughout the past 22 years, the Agency has procured equipment, supplies and services from the attached list of vendors through these procurement exceptions. The total amount per vendor spent since the Agency began has reached or will reach the $100,000 maximum approval amount of the General Manager and requires Board approval.

SUGGESTED ACTION

Approve, continuing procurement through the various procurement exceptions, with each listed vendor, and exceeding the $100,000 in total spend, limited to the Board-approved budget amounts.

COST/FUNDING SOURCE

Fiscal Year 2021 Approved Budget

DISCUSSION

Tampa Bay Water's Purchasing Policy, Resolution 2014-002, provides procurement exceptions to the utilization of the sealed competitive bid procedure or request for competitive sealed proposals and

delegates authority to the General Manager for acquiring equipment, supplies and services less than or equal to $100,000. General Counsel's interpretation of this delegated amount, is the total amount spent with a vendor, from the beginning of Tampa Bay Water to date, and not per procurement or fiscal year.

Throughout the past 22 years, the Agency has used the attached list of vendors to provide equipment, supplies and services procured through the various procurement exceptions approved in the purchasing policy. The total amount per vendor spent since the Agency began has reached or will reach the $100,000 maximum approval amount of the General Manager and requires Board approval.

Staff recommends continuing procurement through the various procurement exceptions, with each listed vendor on the attachment, and Board approval to exceed the $100,000 in total spend, limited to the Board approved budget amounts.

BACKGROUND

Tampa Bay Water's preferred method for acquiring equipment, supplies and services costing more than the existing bid limit, $35,000, is by sealed competitive bidding or by request for competitive sealed proposals.

Exceptions to the utilization of the sealed competitive bid procedure or request for competitive sealed proposals for those purchases above the existing bid limit are:

1. Emergency Purchases
2. Sole Source Purchases
3. Cooperative Purchases
4. Direct Purchase of Construction Material
5. Interlocal/Intergovernmental Agreements
6. Grants
7. Labor and Employment Agreements
8. Insurance Agreements and Policies
9. Public Art
10. Judgements, settlements and opposing party's legal fees and reimbursed costs
11. Software support agreements
12. Mitigation reimbursement to complainants
13. Florida Retirement System
14. Payroll Taxes
15. Real Estate
16. Real Estate Appraisers
17. Outside Legal Services
18. Expert Witness Services
19. Securities, Financing and Bond Agreements
20. Principal and Interest Payments on debt instruments and all associated issuance costs (all issuance

of debt are approved by the Board of Directors)

21. Banking Services
22. Postage
23. Telephone Services
24. Advertising
25. Dues and Memberships
26. Books and Subscriptions
27. Transportation and Travel
28. Employee Attendance at Education and Training Seminars
29. Disbursements from Petty Cash
30. Mandatory fees to government agencies (vehicle registrations, permit fees, professional and occupational licenses, trash and sewer assessments, etc.)
31. Utility Services
32. Negotiated Procurements after Rejection of All Bids/Proposals
33. Contracts for professional services pursuant to Section 287.055 FS (CCNA)
34. Other instances where exceptions are provided State or local law

Purchases more than $100,000 require the approval of the Board.

Attachment (1)

Vendor List (1 of 1).pdf

Vendor	Vendor #
Cablexpress Corporation	5690
Clutch Solutions, LLC	6627
Information First	6139
Mettler-Toledo Int. Inc.	6168
PFM Financial Advisors LLC	6206
Skillsoft Corporation	6180
Trinova Inc.	5644

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM E.4

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Fiscal Year 2021 Budget Category Transfer - *Approve*

SUMMARY

At Fiscal Year-end 2020, purchase orders for the Operations and Maintenance Agreements were carried forward into Fiscal Year 2021 to cover the final 2020 settlement payments. The purchase order balances that carried the professional services budget forward exceeded the amount needed for the final settlement payments. Staff is requesting budget transfers totaling $482,000 from the professional services budget to the materials and supplies, capital expenditures plus repairs and other services budgets to purchase goods and/or services that were not anticipated in the Fiscal Year 2021 operating budget.

SUGGESTED ACTION

Approve $482,000 budget category transfers from the Professional Services budget category to the following budget categories; Materials and Supplies, Capital Equipment, and Repairs and Other Services.

COST/FUNDING SOURCE

Fiscal Year 2021 Uniform Rate

DISCUSSION

At Fiscal Year-end 2020 purchase orders for the Operations and Maintenance Agreements were carried forward into fiscal year 2021 to cover the final 2020 settlement payments. All settlements have been

received and paid. The purchase order balances that carried the professional services budget forward exceeded the amount needed for the final settlement payments. Staff is requesting budget transfers totaling $482,000 from the professional services budget to the materials and supplies, capital expenditures plus repairs and other services budgets to purchase goods and/or services that were not anticipated in the Fiscal Year 2021 operating budget.

The Information and Technology department is requesting $197,500 to purchase a Rubrik system replacement and a Rubrik back-up system which also includes installation and support services. The replacement system is required due to the current support supplier moving the end of support on the equipment ahead several years. The back-up system is needed for the off-site disaster recovery location.

The Safety Services department is requesting $84,500 for recommended respirators for staff. The agency conducted an assessment of the tasks performed by staff that exposed them to respiratory hazards. The assessment looked at tasks, exposure, current protective measures and alternatives. After a review of the findings by a Certified Industrial Hygienist it was recommended to transition from full face respirators to Power Air Purifying Respirators (PAPR).

The Building, Grounds and Fleet department is requesting $200,000 for replacement of all carpeting in the Clearwater Office. This task was originally planned to be done in Fiscal Year 2022 and was to be requested in the Fiscal Year 2022 budget. Since many employees are currently working remotely for part of the work week, it has been determined that replacing the carpet in the current fiscal year would be less disruptive. If approved, this item will be removed from the Fiscal Year 2022 budget requests.

These budget transfers will have no effect on the Fiscal Year 2021 Uniform Rate.

BACKGROUND

In June 2020, a Budget Public Hearing was held concerning the Agency's budget for Fiscal Year 2021. Following the public hearing, the Board approved Resolution 2020-002 adopting the fiscal year 2021 budget at the summary category level.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM G.1

DATE: March 1, 2021

TO: Board of Directors

FROM: Charles H. Carden, Interim General Manager

SUBJECT: General Manager's Report - *Status Report*

SUMMARY

The Interim General Manager will provide an update on agency programs and activities.

SUGGESTED ACTION

Status Update.

COST/FUNDING SOURCE

N/A

DISCUSSION

The Interim General Manager will provide an update on the following agency programs and activities:

Strategic Planning Update

Tampa Bay Water started the 6-to-12-month strategic planning process to create a new five-year agency strategic plan and a one-year agency tactical plan. The one-year plan will be updated annually prior to budget season to help agency staff plan and fund the resources needed to meet the strategic plan goals. A task order was issued to one of the agency's as-needed utility management consultants, WSP, USA, Inc., to facilitate this work.

The plan update will involve all levels of staff and the Board through workshops, presentations, and

input gathering, and incorporates the Board's strengths, weaknesses, opportunities and threats (SWOT) analysis and list of issues. The process is structured to have the Board give the overarching direction to staff with agency leadership laying out the strategic direction and identifying the resources needed to meet agency goals and objectives.

This effort will be led by two internal teams, the Executive Management Team and a Core Planning Team. The Executive Management Team is made up of the members of the agency's Executive Team. The Core Planning Team is made up of a cross-functional group of employees from across the agency that will be working to create the goals, strategies and tactics that will get the agency to the overall agency vision and strategic direction. The Core Planning Team has been established and the kick-off workshop is scheduled for March 31.

Agency Recruitment

The 2020 Agency Succession Plan presented at the December 2020 Board meeting identified several key positions eligible for retirement in the near term. In addition, the 2020 Management and Performance Audit recommended the creation of two positions: a Government Affairs position and an executive-level position to lead the agency's Information Technology Department. The Government Affairs position is being included in the Fiscal Year 2022 proposed agency budget. The agency will be starting the recruitment process in filling both the Information Technology position, as well as the Chief Science and Technical Officer position that will be vacated due to retirement later this year. All positions are targeted to be filled by October 1, 2021.

Budget Update

The Fiscal Year 2022 Proposed Budget process was kicked off for staff in December 2020. Staff has been preparing requests for good and services and personnel needs for the upcoming year. Meetings with member governments will take place in late March to review the proposed budget. Upon completion of the meetings the proposed budget will be presented along with the proposed Capital Improvement Plan at the April Board meeting through a workshop. The final Fiscal Year 2022 is scheduled for approval at your June Board Meeting.

Revised Agenda Format

Through its workshops, the Board identified the need to simplify board communications and elevate key issues sooner. As part of this effort, staff has streamlined the agenda to focus on board action items and presentations.

With the move to monthly Board meetings and this new format, agendas and presentations should become more streamlined and key issues will be elevated for Board awareness and consideration in an expedited manner. Attached please find a proposed agenda format. The Regular section of the agenda prioritizes action items (approvals) and each meeting will offer an opportunity for informational reports (presentations) on agency programs, projects, and future items that will be in front of the Board for consideration.

Outreach Through Source Water Protection Mini Grants

Keep Pinellas Beautiful is a volunteer-based, non profit organization to develop partnerships with local governments, businesses, schools, non-profits, and neighborhood organizations to turn public spaces into beautiful places. The organization received Source Water Protection Mini Grants from Tampa Bay Water in the past and as recently as December 2020.

On March 1, Keep Pinellas Beautiful held the 3rd Annual Leaders Against Litter Event to kick off the Great American Cleanup. Community leaders and elected officials, including representatives of Tampa Bay Water, attended the event to help clean up Gandy Beach. The agency's partnership with Keep Pinellas Beautiful is a great way to actively engage the community in protecting our drinking water sources and our environment.

Attachment (1)

New Agenda Format

TAMPA BAY WATER
Supplying Water To The Region

2575 Enterprise Road, Clearwater, FL 33763
Phone: 727.796.2355 / Fax: 727.791.2388
tampabaywater.org

Board of Directors
Dave Eggers
Ron Oakley
Harry Cohen
Rob Marlowe
Charlie Miranda
Kathleen Peters
Darden Rice
Mariella Smith
Kathryn Starkey

Interim General Manager
Charles H. Carden

General Counsel
Barrie S. Buenaventura
Conn & Buenaventura, P.A.

BOARD AGENDA

April 19, 2021 – 9:30 AM

REGULAR MEETING

OPEN TO THE PUBLIC

This meeting will be conducted as a hybrid virtual meeting. A quorum of Board members will participate in person at Tampa Bay Water Administrative Offices, 2575 Enterprise Road, Clearwater, Florida 33763, and some of the members may participate through video conferencing via Zoom. Interested parties may attend the meeting in-person (though audience seats are limited); or attend the meeting via the following link: www.tampabaywater.org/livemeeting or by teleconference after contacting Krista Simon at (727)791-2347 or ksimon@tampabaywater.org to obtain the teleconference dialing instructions.

PUBLIC COMMENT
Interested parties may provide public comment in person or by submitting written comments to ksimon@tampabaywater.org by 5:00 p.m. on February 12, 2021, to be read into the meeting record by the Agency clerk, or via teleconference during the public comment portion of the meeting, after contacting Krista Simon by one of the methods identified above to obtain the teleconference dialing instructions.

The next Tampa Bay Water Regular Board Meeting will be Monday, May 17, 2021.

ACCOMODATIONS
Anyone requiring reasonable accommodations for this meeting as provided for in the Americans With Disabilities Act should contact the Records Department at (727)796 -2355 x2401 at least three working days prior to the public meeting. If a person decides to appeal any decision made by the Board, with respect to any matter considered at this meeting, he/she will need a record of the proceedings, and for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, such record includes the testimony and evidence upon which the appeal is to be based.

Regular Meeting Agenda

MONDAY, April 19, 2021 – 9:30 AM

9:30 AM - CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT - (3 Minutes per speaker)

AGENDA

C. CONSENT ITEMS

C.1 December 14, 2020 - Regular Meeting - Draft Agenda Minutes - *Approve*
C.2 General Manager's Quarterly Travel Report - *Receive Report*
C.3 First Amendment to As-Needed Engineering Services Contract No. 2017-028 with
C.4 McKim & Creed, PA for additional professional engineering services - *Approve*
C.5 First Amendment to As-Needed Surveying Services Contract No. 2020-007 with Cumby & Fair, Inc., to increase the contract limit for additional survey services - *Approve*
C.6 Tampa Bypass Canal Pump Station Starters Replacement, Project No. 50064, Eau Gallie Electric, Inc, Contract No. 2019-044 - Closeout - *Approve*
C.7 Surface Water Treatment Plant Entrance Canopy, Project No. 09012, Veolia North America - South, LLC, Contract No. 2019-515 - Closeout - *Approve*
C.8 Mowing & Grounds Maintenance Services - Contract No. 2019-001 with Albert E. Roller, LLC - Fourth Amendment - *Approve*
C.9 Capital Improvement Program - Task Order Authorization - *Approve*
C.10 As-Needed Project Management Office and Project Management Consulting Services - Contract Nos: 2021-019 and 2021-020 - *Approve*
C.11 Water Conservation Month Proclamation - *Approve*
C.12 Estimated Fees for the Fiscal Year 2021 Independent Annual Financial Statement Audit and As-Needed Accounting Services - *Approve*
C.13 Agency Option Year Contract Renewals - *Approve*
C.14 Tampa Bay Water Performance Dashboard Update - *Receive Report*
C.15 South Central Hillsborough County Memorandum of Understanding - *Receive Report*
C.16 Capital Improvements Program Executive Quarterly Report - *Receive Report*
C.17 Long-term Master Water Plan Feasibility Studies - *Receive Report*

DRAFT

REGULAR AGENDA

R.1 General Manager Report – *Receive Report*
R.2 General Counsel Report – *Receive Report*

ACTION ITEMS - APPROVE

R.3 Capital Improvements Program: Solicitation of Professional Services for an Integrated Program Manager Consultant - *Approve*
R.4 Design-Build Services for the C.W. Bill Young Regional Reservoir Solar Energy System Project (52004), Contract No: 2021-005 - *Approve*

OTHER ADMINISTATIVE MATTERS AND OLD BUSINESS

R.5 Member Government Report - City of St. Petersburg - *Receive Report*
R.6 Election of Officers - Board Organizational Action - *Approve*

PRESENTATIONS & REPORTS

R.7 2020 Agency Accomplishments and 2021 Outlook - *Presentation*
R.8 Agency Response to Board Workshops and Action Plan for Agency Strategic Plan Update - *Presentation*
R.9 Reports of Certified Public Accountants Regarding Financial Statements for the year ended September 30, 2020 - *Presentation*
R.10 Annual Demand Forecast Update and Evaluation - *Presentation*
R.11 Reclaimed Water Pricing Analysis - *Presentation*

RECEIVE & FILE

RF.1 Legal Services Activity Report for December 2020 and January 2021 - *Receive Report*
RF.2 Legal Services Budget Report for December 2020 and January 2021 - *Receive Report* *Receive Report*
RF.3 Comprehensive check list with Delegated Check Approval items for November and December 2020 - *Receive Report*
RF.4 Investment Schedule for November and December 2020 - *Receive Report*
RF.5 Financial Statements - November and December 2020 - *Receive Report*
RF.6 Potential True Up of Fixed Costs between Member Governments as of November 30, 2020 and December 31, 2020 - *Receive Report*
RF.7 Management Statistic Report with Aged Accounts Receivable - November and December 2020 - *Receive Report*
RF.8 Disposition of Fixed Assets through December 2020 - *Receive Report*
RF.9 Vendor's Status Report through December 2020 - *Receive Report*

ADJOURNMENT

DRAFT

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM G.2

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Michelle Stom, Chief Communications Officer

SUBJECT: 2021 Legislative Program Update - *Receive Report*

SUMMARY

The 2021 legislative session began on Tuesday, March 2, 2021, and includes water and administrative bills of interest to Tampa Bay Water. Tampa Bay Water's state legislative counsel and grant funding and legislative assistance consultant will provide an update on the session and bills of interest. In addition, Tampa Bay Water's federal legislative consultant will provide an update.

SUGGESTED ACTION

Receive Update

COST/FUNDING SOURCE

N/A

DISCUSSION

Tampa Bay Water's mission and current strategic planning goals are met, in part, through a comprehensive legislative and grant funding program at the state and federal levels. The board approved the attached 2021 Legislative Goals and Priorities at its December 2020 meeting.

The 2021 Florida Legislative Session began on Tuesday, March 2, 2021. Peter Dunbar of Dean, Mead

& Dunbar, the agency's legislative counsel, and Matthew Blair of Corcoran Partners, the agency's legislative and grant funding consultant, will present on water and environmental bills of interest to the agency as well as the agency's state grant funding request. Weekly reports on these bills and initiatives are provided to the board throughout the session.

In addition, Brad Quiesser, formerly affiliated with Bose Public Affairs and now affiliated with Dentons US LLP, the agency's federal legislative consultant, will provide an update on legislation, funding opportunities and potential rules and policy changes at the federal level.

Attachment (1)

2021 Legislative Goals and Priorities

TAMPA BAY WATER

2021 Legislative Goals and Priorities

1. **GOVERNANCE – SUPPORT** legislation that is consistent with, and **OPPOSE** legislation that is inconsistent with, the Amended and Restated Interlocal Agreement and the current provisions of Sections 373.713 and 373.715, Florida Statutes, which relate to the organization, powers and duties of regional water supply authorities generally, and Tampa Bay Water specifically.

2. **TAMPA BAY WATER OPERATIONS AND PROJECTS – SUPPORT** the appropriation and preservation of state, regional and federal funding for Tampa Bay Water projects to assist in addressing regional, environmental, and water supply issues.

   a. Federal – Support funding initiatives and sources for water infrastructure projects; Support and advocate for Regional Integrated Sciences and Assessments funding to support climate variability research used for water utility planning; Advocate for continued NOAA funding to support accurate forecasting for use in the agency's long-term water supply planning.

   b. State – Submit funding requests for agency projects that meet the criteria of the legislature for potential grant funding; Secure sponsors and support for funding requests; Invite members of the Legislature to tour regional water system; Support legislative provisions that clarify state funding priorities for regionally significant projects; Support consistent planning and resource inventory requirements for water management districts.

   c. Regional – Advocate for regional co-funding through the water management district for water infrastructure and Long-term Master Water Plan projects; support current and future agency permits and permit renewals.

3. **SUPPORT** state and federal legislation and rulemaking that facilitates Tampa Bay Water's ability to operate and develop its facilities and projects reliably and efficiently. **OPPOSE** state and federal legislation and rulemaking or actions that impose additional restrictive standards, criteria or conditions on Tampa Bay Water operations or permitting and development of Tampa Bay Water projects.

   a. Specifically, Monitor potential amendments to the Clean Water Safety Act, including current legislation that could roll-back broad sweeping powers in rule-making at the U.S. Environmental Protection Agency (EPA); Monitor the progress of the Cyber Security Information Sharing Act (CISA) which could have broad implications for various entities in combatting data hacking, data sharing and anti-terrorism efforts impacting utilities and other entities nationwide; Monitor budget conference committee process in regards to the National Defense Authorization Act (NDAA) as it relates to the House bill amendments regarding a particular group of pollutants (PFAS), including any conforming state legislation and rulemaking; Monitor federal and state funding sources for potential COVID-19 relief efforts to assist Tampa Bay Water's mitigation efforts and potential loss in revenues.

4. **SUPPORT s**tate, regional, and federal legislative delegation members and agencies by continuing to provide expertise on water supply policies, water management history and needs, and technical topics.

   a. Engage in discussions regarding reclaimed water for potable use, including those facilitated by legislators, the Florida Department of Environmental Protection, the Potable Reuse Commission; and the Southwest Florida Water Management District; provide information on the agency Long-term Master Water Supply Plan and potential new sources of supply, as needed; support legislative efforts regarding the definition of reclaimed water and reuse and advocate consistency with the Amended and Restated Interlocal Agreement and the current provisions of Sections 373.713 and 373.715, Florida Statutes.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM G.3

DATE: March 2, 2021

TO: Board of Directors

FROM: Charles H. Carden, Interim General Manager

SUBJECT: City of Tampa Letter of Request - *Discussion*

SUMMARY

The City of Tampa submitted a letter to Tampa Bay Water on February 18, 2021, requesting meetings with Tampa Bay Water staff to discuss the City's PURE project concept, potential opportunities for partnership, and to discuss the project concept in the context of the Amended and Restated Interlocal Agreement.

SUGGESTED ACTION

Discussion

COST/FUNDING SOURCE

N/A

DISCUSSION

As reported to the Board, City of Tampa staff reached out to Tampa Bay Water about the Purified Usable Resources for the Environment (PURE) project concept in December 2020 and staff has participated in several presentations/conversations with City of Tampa staff regarding this project concept. In addition, Tampa Bay Water's Chairman Eggers and Mayor Castor, along with the Interim General Manager and the Mayor's Chief of Staff and the Administrator of Infrastructure and Mobility, held a video conference in January regarding the project concept and a commitment to taking a regional approach. Following that meeting, the attached letter was forwarded to the Mayor from Chairman Eggers reiterating Tampa Bay Water's desire to look at this project concept from a regional

perspective.

On February 4, the Tampa City Council approved $650,000 in funding for several activities related to the PURE project that, according to City staff, include: completion of 30 percent design of the project concept and a peer review of 30 percent design, completion of permit-ability activities for the project concept, completion of peer review of technical reports developed, an alternatives analysis, and public communication activities. The City has applied for matching co-funding from the Southwest Florida Water Management District for some of these activities.

A subsequent discussion/presentation was held between City of Tampa staff and Tampa Bay Water staff to understand the project concept in more detail. On February 18, 2021, Tampa Bay Water's Interim General Manager received the attached letter from the City of Tampa's Administrator of Infrastructure and Mobility requesting an opportunity to hold meetings regarding the City's proposed project concept. The City is requesting discussions on partnership opportunities, potential regional benefits of the project concept and to discuss PURE in the context of Tampa Bay Water's Amended and Restated Interlocal Agreement. Staff is bringing this letter of request to the Board of Directors for discussion and direction.

Attachments (2)

2-4-21 - Chairman Eggers Letter to Mayor Castor
Letter of Request from City of Tampa Administrator of Infrastructure and Mobility

TAMPA BAY WATER
Supplying Water To The Region

Board of Directors
Dave Eggers
Ron Oakley
Harry Cohen
Rob Marlowe
Charlie Miranda
Kathleen Peters
Darden Rice
Mariella Smith
Kathryn Starkey

Interim General Manager
Charles H. Carden

General Counsel
Barrie S. Buenaventura
Conn & Buenaventura, P.A.

February 4, 2021

The Honorable Mayor Jane Castor
306 East Jackson Street
Tampa, FL 33602

Re: Follow up to 1/22/21 call

Mayor Castor:

Thank you for the recent discussion regarding the regional water supply. I agree with you that having a reliable and secure water supply is one of the most important issues we face. The Tampa Bay region is in a unique position of being ahead of the curve on water supply because of the creation of Tampa Bay Water more than 20 years ago. The regional utility continually plans to meet the growing water needs of all the member governments, including the City of Tampa's needs beyond its historical use of the Hillsborough River.

Tampa Bay Water is committed to being a good partner to our member governments and we would like to continue discussions with the City on partnering to provide environmental and potable water supply benefits to the City and to the region. I have asked Chuck Carden, Tampa Bay Water's Interim General Manager, to work with Jean Duncan, the City's Infrastructure and Mobility Administrator, to identify ways the City's PURE project concept can be implemented as a regional project. The City and Tampa Bay Water have several past examples where we worked together on project concepts using reuse water, perhaps one of those past efforts can be used as a framework for a regional approach to the PURE concept.

I want to reiterate Tampa Bay Water's commitment to being a good partner. I look forward to our continued conversations on this subject. Please do not hesitate to reach out to me if you have questions or would like to discuss further.

Thank you,

Dave Eggers
Chairman

2575 Enterprise Road, Clearwater, FL 33763-1102
Phone: 727.796.2355 / Fax: 727.791.2388
tampabaywater.org

Cc: John Bennett, Chief of Staff
Jean Duncan, Infrastructure and Mobility Administrator
Chuck Carden, Interim General Manager
Tampa Bay Water Board of Directors

City of Tampa
Jane Castor, Mayor

Administrator of Infrastructure and Mobility
Jean W. Duncan, P.E., Administrator
306 East Jackson Street, 8N
Tampa, Florida 33602

Office (813) 274-3101
Fax: (813) 274-8901

February 18, 2021

Chuck Carden
Tampa Bay Water
2575 Enterprise Road
Clearwater, Florida 33763

Dear Chuck:

Thank you very much for you and your staff's time in our recent meeting. We are very appreciative of the time to provide an overview of the City's proposed PURE project which will incorporate the City's advanced treated wastewater for aquifer recharge and recovery. This process will provide a source of alternative water which is safe and sustainable to meet the City's obligation for the Lower Hillsborough River minimum flows (LHR MF) established by the Southwest Florida Water Management District (District). This obligation is a condition of the City's water use permit to be able to withdraw the 82 MGD annual average from its reservoir. The timing for the project is more critical than the City realized when the District questioned rather recently whether Sulphur Springs could continue to be a reliable source for the majority of the water needed for the LHR MF in the future. The District is studying that issue but as you are well aware of the lead time necessary for such projects, the City must begin to take action now. In addition, PURE could provide a reliable source during drought times for the City's reservoir and this in turn will provide a regional benefit of water available that would not otherwise be available if not for the implementation of PURE.

The City has applied to cooperatively fund with the District the completion of the 30% design for PURE and to do the third-party analysis of that portion of the design as required by the District. The District will make its decision whether or not to fund this portion of the project in June. To be able to advise the District that the City and TBW are working collaboratively and that PURE has no obstacles regarding the Amended and Restated Inter-Local Agreement (Inter-Local) would be significant, in that decision being a positive one.

In addition, the City will be undertaking a third party review of the technical reports developed previously which support PURE and we will conduct an alternatives analysis to answer the

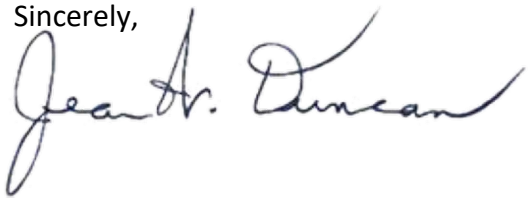
question posed by City Council and stakeholders if PURE is the right project to solve the City's LHR MF source issue. The review and analysis is planned to be final by the end of May at the latest. Finally, as you are also aware, proposed legislation has been filed which would require wastewater utilities with surface water discharges to severely reduce or eliminate those discharges in as little as five years. However, the legislation also requires for a plan to be submitted by those utilities to the Florida Department of Environmental Protection by November of this year with projects identified in the plan that would meet the legislative mandate. PURE would solve that potential mandate.

To that end, the City is hoping to engage Tampa Bay Water in discussions and information exchange to provide you with the information that could create an opportunity for a partnership between us for regional benefit.

The first action necessary to try to meet that goal would be to discuss the proposed project in the context of the Inter-Local Agreement. We hope that we can engage in those conversation as soon as possible. In addition, the City has its presentation to the Tampa Bay Water Board at its April meeting, which would be an opportunity to present not only the City's water facilities but also to introduce PURE to the Board.

We hope to hear from you that the first of these conversations can be scheduled soon.

Sincerely,



cc: Jan McLean, Senior Assistant City Attorney II, Office of the City Attorney
Brad L. Baird, P.E., Deputy Administrator of Infrastructure
Chuck Weber, P.E., Water Department Director

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM I.1

DATE: February 26, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Jonathan M. Kennedy, Engineering Senior Manager

SUBJECT: South-Central Hillsborough County Memorandum of Understanding - *Receive Report*

SUMMARY

Tampa Bay Water and Hillsborough County staff continue to develop a new pipeline system to increase supply to rapidly growing South Hillsborough County. The August 20, 2020 Memorandum of Understanding provides that a status report will be provided at each regular meeting of the Tampa Bay Water Board of Directors until the projects are operational.

SUGGESTED ACTION

Receive Status Report

COST/FUNDING SOURCE

N/A

DISCUSSION

Tampa Bay Water continues to meet with Hillsborough County staff on a bi-weekly basis to coordinate facilities to increase wholesale system capacity to serve South-Central Hillsborough County. Wholesale facilities being developed include: expansion to the existing High Service Pump Station (under construction); a new booster pumping station on the existing Brandon-South Central Transmission Main to increase its capacity by at least 5 million gallons per day (mgd); and, a new pipeline system to deliver up to 65 mgd.

- **High Service Pump Station Expansion:** Factory test for new pump and motor pending. Variable frequency drive and control valve on site and being installed
- **Brandon Booster Station:** Basis of Design Report third party review by the Southwest Florida Water Management District (District) continues. Completed risk management workshop. 60% design due in April. Guaranteed Maximum Price for first package due spring/summer for Board approval.
- **Pipeline System:** Selection committee review of engineering team qualifications continues for Board consideration to select two teams in April. Joint Project Agreement drafted and delivered to County for its review. Redrafted hydraulic analysis report received. Co-funding application clarification with District continues.

BACKGROUND

South Hillsborough County continues to experience rapidly increased demands for water and a new pipeline system is needed to provide the increased capacity required, The new system will expand delivery of water supplies to both the County's existing Lithia Point of Connection and a new Point of Connection farther south in Balm.

In the 1980's, the West Coast Regional Water Supply (the predecessor agency to Tampa Bay Water) constructed temporary supply, treatment and pumping facilities to maintain pressure in the retail system on behalf of the County and also constructed the South-Central Hillsborough Regional Wellfield (SCHRWF), the Lithia Treatment Plant, the South Central 42, 36 and 24-inch south county transmission mains and Brandon Transmission mains. The agency retained the wellfield but turned over the treatment, pumping and transmission facilities to the County. In the early 2000's, some facilities built in the 1980's were nearing capacity, and Tampa Bay Water constructed temporary pumping and treatment facilities under a joint project agreement for the County's retail system while the County completed construction of its Central Water Treatment and Plumping facility. Tampa Bay Water also provided a new Point of Connection to the new Central facility for access to the larger Regional System. The supply initiatives of the early 2000's are now nearing capacity- which is the reason for the new expansion.

The 1980's and early 2000's notwithstanding, it is only under very limited circumstances Tampa Bay Water "crosses over the meter" at the requesting member government's cost, between the regional wholesale system and the member government's retail systems. This is because of guidance from the Amended and Restated Interlocal Agreement and Master Water Supply Contracts, which were developed through months of detailed negotiations with all stakeholders- administrators, elected officials and utility directors and included. among other terms, the following key provisions: 1. Tampa Bay Water is responsible for the wholesale system- flow, pressure and water quality, and 2. Member Governments are responsible for their retail systems- flow, pressure and water quality.

I.1 South-Central Hillsborough Projects Update Presentation

South Hillsborough County Supply Improvements Program Update

Agenda Item I.1

March 15, 2021

Jon Kennedy, P.E.
Engineering Senior Manager
Tampa Bay Water

TAMPA BAY WATER
Supplying Water To The Region

High Service Pump Station Expansion

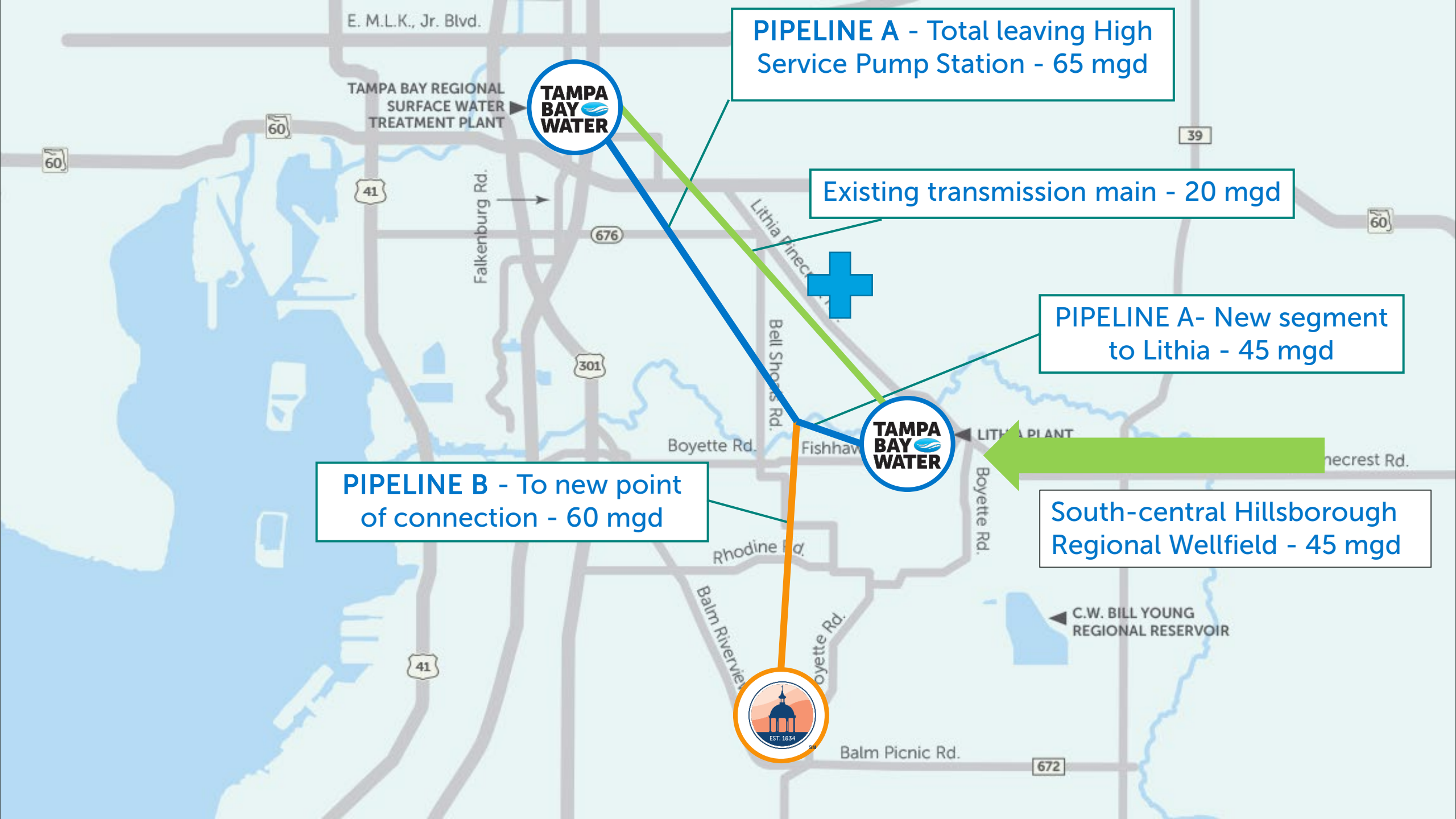
- Existing facility
- Adds 24 million gallons per day capacity
- Construction approved October 2019
- Online winter/spring 2022
- District co-funded



Brandon Booster Station

- New facility
- Adds 5+ million gallons per day capacity
- Engineer approved April 2020
- Construction Manager at Risk approved December 2020
- Online winter/spring 2024
- District co-funded




PIPELINE A - Total leaving High Service Pump Station - 65 mgd
Existing transmission main - 20 mgd
PIPELINE A- New segment to Lithia - 45 mgd
South-central Hillsborough Regional Wellfield - 45 mgd
PIPELINE B - To new point of connection - 60 mgd
TAMPA BAY REGIONAL SURFACE WATER TREATMENT PLANT
TAMPA BAY WATER
TAMPA BAY WATER
LITHIA PLANT
C.W. BILL YOUNG REGIONAL RESERVOIR
E. M.L.K., Jr. Blvd.
Falkenburg Rd.
Bell Shoals Rd.
Boyette Rd.
Rhodine Rd.
Balm Riverview
Balm Picnic Rd.
Fishhawk
60
41
676
301
39
672

Questions

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM J.1

DATE: February 22, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Kenneth R. Herd, Chief Science & Technical Officer

SUBJECT: Reclaimed Water Pricing Analysis - *Status Report*

SUMMARY

Tampa Bay Water continues to work with the Member Governments on developing a reclaimed water pricing approach for credits from the South Hillsborough Aquifer Recharge Program (SHARP). This work is needed to complete the feasibility study for the South Hillsborough Wellfield project alternative. At the February 2021 Board of Directors meeting, staff presented an overview of value-based and cost-based pricing approaches and also discussed completion of the Raftelis work assignment to avoid a potential conflict of interest. This report will cover continued discussions with Hillsborough County on SHARP reclaimed water pricing as well as Tampa Bay Water's plan to conclude the pricing efforts.

SUGGESTED ACTION

Receive Status Report

COST/FUNDING SOURCE

NA

DISCUSSION

The report will include a discussion of ongoing efforts to complete reclaimed water pricing determination for the SHARP credits. Following the decision to discontinue the work assignment with Raftelis, staff will be using the consulting services of WSP to provide facilitation of workshops

involving the Board and the Utility Directors on reclaimed water pricing for SHARP. WSP is also performing the South Hillsborough Wellfield feasibility study and will be available to support staff with any technical/financial expertise for SHARP reclaimed water pricing through their As-Needed Utility Management Services contract.

On February 26, 2021, Tampa Bay Water staff had a very productive virtual meeting with Hillsborough County staff on establishing reclaimed water pricing for SHARP and the identification of key Memorandum of Understanding terms. The County will provide additional cost information. These costs will convert to a price per thousand gallons of resulting potable water produced from the South Hillsborough Wellfield.

Tampa Bay Water staff also discussed considerations of bonding/project financing (20 - 30 year commitment), Southwest Florida Water Management District cooperative funding requirements (minimum 20 year commitment needed) and length of the water use permit from the District.

Tampa Bay Water staff agreed to begin developing a term sheet to outline the Memorandum of Understanding terms. The Tampa Bay Water Board and Utility Directors will be provided with updates of the term sheet as it is developed going forward. The next meeting between Hillsborough County staff and Tampa Bay Water staff is currently being scheduled in approximately three weeks.

A workshop with the Utility Directors and the Tampa Bay Water Board will also be scheduled for the April/May time frame.

BACKGROUND

In August of 2014, the Board directed Agency staff to explore potable reuse projects under the 2018 Long-term Master Water Plan scope. Since then, Agency staff and the Member Governments collaborated with Member Government utility directors and their staff to evaluate potential ways in which various Members' reclaimed water could be used as a water supply source for Tampa Bay Water's future water supply projects. Through the 2018 Long-term Master Water Plan, Tampa Bay Water identified one potential future water supply project that would utilize the benefits of reclaimed water for a new wellfield in South Hillsborough County. This project is currently being evaluated to assess the feasibility of developing a new wellfield (South Hillsborough Wellfield) using the water use permitting credits generated from Hillsborough County's South Hillsborough Aquifer Recharge Program (SHARP).

In Spring 2020, Raftelis was retained through the As-Needed Utility Management Services contract, to facilitate the reclaimed water pricing process. Raftelis met virtually with all of the Member Government Utility Directors individually and subsequently held a workshop with the Utility Directors in September 2020 to discuss reclaimed water pricing concepts.

In October 2020, the Tampa Bay Water Board of Directors approved moving forward with a process of

developing a reclaimed water pricing approach specifically for SHARP. Raftelis then developed two pricing options for SHARP, a value based approach and a cost based approach. These methods were reviewed with the Utility Directors on January 29, 2021. Also in January 2021, Tampa Bay Water staff was notified by Hillsborough County that the County was intending to use members of a firm (purchased by Raftelis in 2019) to assist the County in developing information to support the SHARP reclaimed water pricing. It was observed that this involvement created a potential conflict of interest perception with Raftelis. In February, Tampa Bay Water staff decided to discontinue this work assignment with Raftelis to make sure all of the Member Governments are comfortable with the reclaimed water pricing process moving forward.

At the February 2021 Tampa Bay Water Board meeting, staff presented the value-based and cost-based reclaimed water pricing options and also discussed the conclusion of the Raftelis work assignment.

In order to complete the South Hillsborough Wellfield feasibility work on schedule, it is estimated that a Memorandum of Understanding needs to be completed by June 2021 including the general terms of a reclaimed water pricing arrangement with Hillsborough County. The remainder of 2021 would be required to develop a formal agreement with Hillsborough County. Once all of the feasibility study efforts are complete in early 2022, the Board will be able to compare the South Hillsborough Wellfield project with the other two future water supply project alternatives (surface water expansion and desal expansion).This decision is scheduled to be made by December 2022 when the Board will be asked to consider selection of the next Master Water Plan water supply project(s) configuration.

J.1 Reclaimed Water Pricing Analysis Presentation

Reclaimed Water Pricing Analysis - Status Report

Agenda Item J.1

March 15, 2021

Kenneth R. Herd, P.E.
Chief Science & Technical Officer
Tampa Bay Water

TAMPA BAY WATER
Supplying Water To The Region

Scope of the Analysis

- Establish a reclaimed water pricing methodology

- Complete the effort by June 2021 for South Hillsborough Wellfield (via SHARP credits) feasibility study

Activities Completed

- Facilitated workshop: September 2020
- Board direction – focus on the South Hillsborough Wellfield (via SHARP credits): October 2020
- Developed value-based and cost-based approaches
- Presented the modeling approaches to the utility directors: January 2021
- Presented the modeling approaches to the board: February 2021
- Met with Hillsborough County February 2021



Resources Needed to Replace Raftelis

- WSP USA thru As-needed Utility Management Services Contract
  - Facilitate workshops with board and utility directors
  - Provide financial support with cost models
  - Provide technical support
- WSP USA is performing the feasibility study for South Hillsborough Wellfield

February 26, 2021 Meeting with Hillsborough County

Meeting Topics

- Long-term commitment
- Cost-based approach data needs
  - SHARP capital and O&M costs
  - Opportunity costs
- Request for Information for feasibility work

Term-Sheet Considerations

- SHARP operation commitment 20-30 years
- Reuse credit price
- Price escalation/inflation

Next Steps

- Follow-up meeting with Hillsborough County: March 23, 2021
- Schedule utility director/board workshop: April-May 2021
- Term-sheet: March-April 2021
- Board updates: April and May 2021
- Establish pricing and memorandum of understanding with Hillsborough County: June 2021

Questions

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM J.2

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Kenneth R. Herd, Chief Science & Technical Officer

SUBJECT: Tampa Bay Water Wise Program - Cooling Tower Rebate and Website Changes - *Status Report*

SUMMARY

The Tampa Bay Water Wise program continues to be refined by Tampa Bay Water staff and the member government working group to increase the number of rebates provided to save up to 11 million gallons per day in the next decade. This report provides a status update on the Tampa Bay Water Wise program and a preview of potential improvements and amendments to the program contract.

SUGGESTED ACTION

Status Report

COST/FUNDING SOURCE

NA

DISCUSSION

The Tampa Bay Water Wise program is being continuously improved by Tampa Bay Water staff and the member government working group since this is the first program of this magnitude to be implemented collectively in the Tampa Bay region. The Tampa Bay Water Wise working group - comprised of representatives from member governments, the District, and Agency staff - reached

consensus on a few changes in an effort to increase participation in the rebate program. These changes are related to 1) the use of eligibility data, 2) changes to the website, and 3) a change to the cooling tower rebate amount. A contract amendment with EGIA is being developed for Board consideration in April 2021 to enable these changes, including any future minor modifications. This amendment will also include the establishment of an owner's allowance in the contract.

Program Changes

In January 2021, Agency staff met with EGIA (rebate administrator) and BigSea (marketing sub consultant), to discuss program status update and to identify ways to increase program participation. The consultants provided some context about the Covid pandemic impact on the twelve other rebate programs that they manage around the nation. All of them but one have continued to see a decrease in participation since March 2020, with an average of a 50% decline. The one program that has picked back up recently is a natural gas rebate program in Colorado.

EGIA and BigSea provided a set of recommended changes to help increase participation in the Tampa Bay region's program, which were reviewed by the working group. The working group was not in favor of one recommended change related to the toilet rebate requirement (removing the photo requirement), and the group is looking further into the recommended changes related to the Soil Moisture Sensor (SMS)/ Evapotranspiration(ET) irrigation controller rebate. The working group did reach consensus on moving forward with two of the other recommended changes, which are the first two described below.

1. Eligibility Data – Currently, only customers who are listed on the program's eligibility list can apply for a rebate. The eligibility list is similar to being "pre-approved," and is based on the program rules and derived from billing data and other public data sources such as property appraiser data. For example, customers may be eligible for the toilet rebate if their home was built in 1994 or earlier. However, over time, the team has learned that several eligible customers do not make it onto the eligibility list, due to imperfections in the data. In spite of substantial effort to remedy these data challenges, it seems that they cannot be fully resolved with the current approach.

Therefore, based on the consultant's recommendation and after further discussion, the working group reached consensus that the application process should be open to customers who are not on the eligibility list. The eligibility list will still be used to help alert eligible customers, but it is no longer a requirement for applying to the program. Accordingly, the website messaging will be improved to be as clear and transparent as possible to minimize confusion.

2. Website changes - To clearly communicate the eligibility transition, website changes are needed. EGIA and BigSea recommended additional changes to improve the user experience, such as mobile phone optimization, better navigation through the site, and providing visuals of required documentation. The working group reached consensus that these changes are beneficial for the program.

3. The third change, which stemmed from Agency staff's recommendation, is related to the cooling tower rebate. This rebate is currently offered at $1,000, however, most cooling tower efficiency

upgrades cost tens of thousands of dollars, thus the current rebate is insufficient to incentivize a customer to take action. The proposed rebate dollar amount will be determined based on the volume of water saved, valued at $0.50 per 1,000 gallons saved over a ten-year period, the anticipated life of this conservation measure. A typical project under this proposed schedule could receive a rebate amount of about $7,000. The working group reached consensus on the details of the rebate change considering the continued cost effectiveness of this measure. The Board will be requested to consider a contract amendment with EGIA in April 2021 that will allow these changes to occur.

Future Program Changes

Due to the structure of the scope of work in the EGIA contract, any rebate changes and other similar or more minor changes, need to be approved by the Board. Staff is proposing to modify the contract to allow the working group and staff to make minor changes to the program without having to request Board approval of contract amendments for each change, with all changes being reported to the Board through regular program reports.. Therefore in April 2021, staff will propose two modifications to the contract with EGIA through an amendment. The amendment will allow the Agency - in consultation with the working group - to make no-cost changes to the program without prior Board approval. The amendment will also include the establishment of an owner's allowance (typical for consulting services contracts) that can be used through the duration of the contract in Fiscal Year 2024.

The working group is also considering changes to the smart irrigation controller rebate, as this was a recommendation provided by EGIA and BigSea. The group has not yet reached consensus on how best to modify the program to both increase participation and ensure water savings. Staff will keep the board apprised of any program changes that may happen in the near future.

Tampa Bay Water Wise Program - Update Report

Rebates and Water Savings: As of February 24, 2021, the program has received 429 applications since the program launched. A total of 266 rebates have been paid; 245 for high-efficiency toilets in single-family homes, 20 high-efficiency toilets in multi-family homes, and 1 shallow well rebate, resulting in an estimated 9,416 gallons per day saved. Of the rebates that have been paid, 131 came from Hillsborough County, 17 from the City of Tampa, 37 from Pinellas County, 44 from St. Petersburg, 33 from Pasco County, and 4 from New Port Richey. A reporting dashboard is being developed to provide on-demand access to these figures.

Marketing: A survey was sent to rebate participants, which resulted in 22 responses with overall positive reviews. 86% of respondents were very likely or extremely likely to recommend the program to others, and 86% of respondents rated the program as good or excellent. In addition, 4 customers volunteered to provide a testimonial. This survey will be sent out monthly going forward.

The program marketing efforts over the last two months include providing the member governments with marketing assets on a monthly basis. Each month, every member government receives three new social media posts for Facebook and Nextdoor, in both an animated and a static format. These posts can also be modified by a member to better meet its needs. In addition, each member government receives a

designed bill insert to promote an aspect of the rebate program, and a bill "onsert" item with text that can be placed directly on a customer's bill. Lastly, each member receives text for use in emails or newsletters, in both a short and a long form.

Staff from each member government has worked to put up signs, informational tear-sheets for customers to take home, and stickers on rebate-eligible products in both Lowes and Home Depot stores across the region to promote the toilet and smart irrigation controller rebates.

Tampa Bay Water staff has done outreach to the commercial sector through in-store signage at specialty stores, connecting with industry associations, contractors, and other rebate programs in the region.

Additional Regional Demand Management Activities

The collective and coordinated efforts of the Member Governments, the Florida Friendly Landscaping™ programs, and the University of Florida have an impact on regional water demand. These activities have been coordinated by the Agency for years and play a key role in educating residents about the best ways to save water. These efforts are complementary to the Tampa Bay Water Wise rebate program.

- Member Governments: Members report their conservation and water restriction enforcement activities, in the attached table. These activities cover a variety of activities, such as device giveaways, education and outreach, media promotion, meter change-outs and water restriction enforcement.
- Florida-Friendly Landscaping™ (FFL) agents provide continuing environmental education in Pinellas, Pasco and Hillsborough Counties though on-line (and in-person when appropriate) forums. Public education coordinators develop water savings estimation techniques for the irrigation evaluations they provide to homeowners and homeowner associations. In addition, the FFL program also conducts outreach to builders/developers, media outlets and youth in the region. FFL agents support the Tampa Bay Water Wise program by promoting it to customers they work with, as appropriate.
- The Community Water-Wise Awards Program is a program that helps to promote drought-tolerant landscapes, and residents with well-designed and maintain landscapes that are consistent with the nine FFL principles. The Community Water Wise Awards of 2020 was completed in early 2021, delayed last year due to the Covid pandemic. The program recognizes individuals and businesses that are committed to conserving our water resources and protecting the environment by using the best, attractive Florida-Friendly Landscaping™ techniques and minimizing water waste.
- UF IFAS is conducting research on outdoor water use efficiency and optimization. They are conducting field evaluation of recycled compost to measure the increased soil water holding capacity. In addition, they have developed model landscape templates that can be used by builders in the Florida Water Star program, which is a component of the rebate program. Recently they drafted brochures on best practices in operation and maintenance of smart irrigation controllers.

- CCC (Conservation Coordination Consortium) – Once per month staff from Member Governments, FFL, Agency, District, and organizations meet to provide information about upcoming activities, current efforts, and important updates. Speakers from academia, utilities, companies, and other relevant organizations are a regular part of this effort, so that as a group we gain insight into current trends and information about new water conserving programs and technologies.

BACKGROUND

At its December 2008 meeting, the Tampa Bay Water Board of Directors approved a resolution directing the Agency to prepare a revised Demand Management Plan (DMP). This project provided a comprehensive investigation of the benefits and costs of integrated water demand management as a quantifiable, alternative water supply source and reflects improvements in the state of knowledge that have occurred since 1995. The DMP evaluates the potential of demand management as a beneficial tool for long-term water supply planning and defines how demand management fits within the Agency's long-term water supply planning process, supply reliability, and Member Government demand projections. Consideration of costs and water supply benefits permit a consistent "apples to apples" comparison to other water supply alternatives.

At the February 2013 Board meeting, the Agency passed Board Resolution No. 2013-006, which incorporates water use efficiency evaluation efforts into the Agency's long-term water supply planning process. This resolution directs the Agency to:

- Develop and implement data collection, management and analysis protocols and procedures for the continued assessment of passive water use efficiency within the Agency's service area.

- Integrate passive water-use efficiency into the agency's Long-term Demand Forecast and Future Need Analysis.

- Include the Water Use Efficiency Evaluation as an element of the Long-term Master Water Supply Plan and include an updated evaluation of potential active measures for implementing efficient water-use products as part of future options for the next Long-term Master Water Supply Plan update.

Subsequently, the Board requested that Tampa Bay Water evaluate demand management implementation strategies to determine ways to ensure if active demand management is selected by the Board, it could be implemented and help meet the Agency's unequivocal water supply obligations.

In August 2018, Agency staff developed a list of potential demand management BMPs that could save up to 11 mgd by 2030 at about a fifth of the cost to develop new water supplies. This approach optimizes the use of existing water resources and could defer the need to develop new supplies to a later date, all within a cost-effective strategy. The plan was approved by the Board in December 2018 as part of the Long-term Master Water Plan update.

On August 20, 2018, the Board approved funding demand management through the Agency and applying for matching cooperative funding from the District. The Board also directed staff to work with members to develop implementation strategies that will help to secure identified savings while consistent with the Interlocal Agreement.
As directed by the Board, staff worked with the Member Governments to develop an acceptable implementation strategy consistent with the Agency's Interlocal Agreement. The strategy implements 11 program elements holistically and efficiently in each Member Government service area to attain the identified conservation goals and is based on all members opting-in to the program.

The implementation strategy includes the use of a third-party contractor to administer the rebate program and provide status reports to the members. This third-party administrator, Electric and Gas Industries Association (EGIA), was recommended by Agency staff and approved by the Board in October, 2019. Big Sea Communications, based in St. Petersburg, Florida, is the local marketing agency (a sub-contractor to EGIA) who will be executing the marketing plan.

The working group was established at the outset to guide the development of the program. The working group currently meets on a monthly basis, and is comprised of representatives from each Member Government, the Agency, and the District.

Attachment (1)

Table 1: Member Government Conservation Activities
J.2 Tampa Bay Water Wise Update Presentation

Tampa Bay Water
Member Government Water Conservation Activities
January 2021

Conservation Activities	Pinellas County	City of St. Petersburg	Hillsborough County	City of Tampa	Pasco County	City of New Port Richey
Programs & Devices						
Retrofit Kits Distributed		0	-	7		16
Hose Nozzles		5	-		1	
Irrigation Evaluations		5	18	14	1	
Rain/Soil Moisture Sensor Rebates		3	-	7		
Education & Engagement						
Speaking Engagements - # events, #attendees	0	1	4, 100	1,12		
Expos/Fairs/Events	0	0	-			
Tours	0	0	-			
Paper/E-bill conservation message - #recipients	1	0	-		1 @ 100,000	
Hotline Calls/Email Inquiries	44	56	378	17	306	
Media						
Conservation Website Users - # visits	231	1101	662	176	1,404	
E- Newsletter Opens	0	1069	-			
Twitter Engagements	22422	-	-		50	
Facebook Engagements	3000	-	1,579			
LinkedIn Engagements	0	-	-			
NextDoor Engagements	9624	-	-			
Television Shows/Radio Interviews	0	0	-			
News Releases	0	0	1			
Infrastructure Related						
Meter Tests/Changeouts - proactive measure	170	745	-			24
Reclaimed Water (net new connections)	27	-	-		116	
Enforcement						
Water Restriction Warnings	41	0	37	N/A	9	0
Water Restriction Citations	8	0	8	25		0
Water Restriction Enforcement Hours	88	2	-	355		
Water Restriction Enforcement Mileage	1,413	10	-	2135		

Tampa Bay Water Wise Program: Cooling Tower Rebate and Website Changes

Agenda Item J.2

March 15, 2021

Amelia Brown
Demand Management Program Manager
Tampa Bay Water

TAMPA BAY WATER
Supplying Water To The Region

Tampa Bay Water Wise

TAMPA BAY water wise

- Save up to 11 million gallons per day by 2030
- Lower cost than developing new supplies
- The program was developed and is executed in partnership with member governments through the working group

Tampa Bay Water Wise Working Group Members

- Hillsborough County – David Glickberg, Garrison Beck
- Pasco County – Sandra Anderson, Emily Keen, Phoenix McKinney, Vanessa Shook
- Pinellas County –Marizol Garcia, Joe Graham, Kevin Tenk
- City of New Port Richey – Greg Wikholm, Barret Doe
- City of St. Petersburg – Chris Claus, Al Smith
- City of Tampa – Julia Palaschak
- District – Josh Madden, Cassidy Hampton

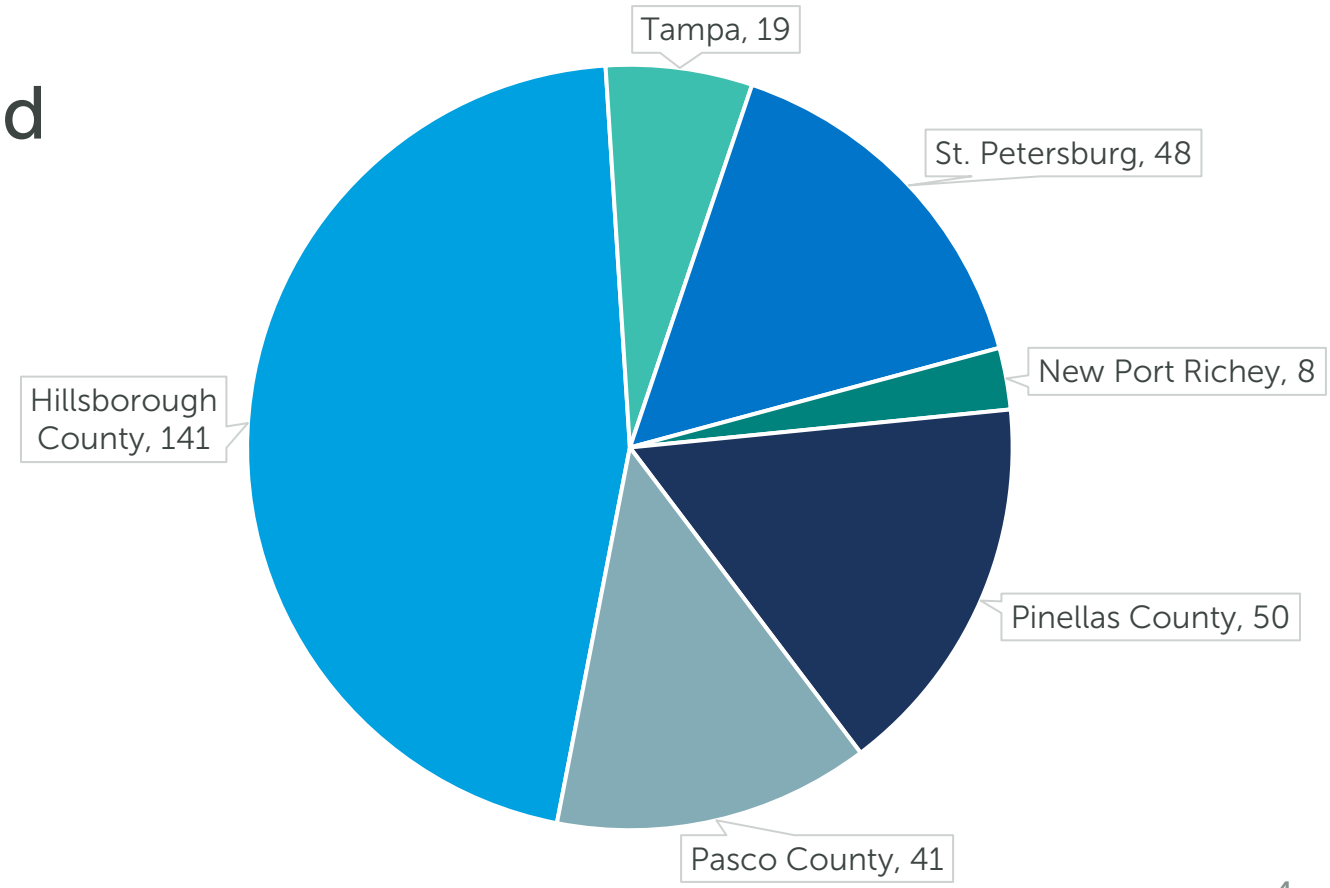
Tampa Bay Water Wise: Program Status

10,928 gallons per day saved

Total paid rebates: 307

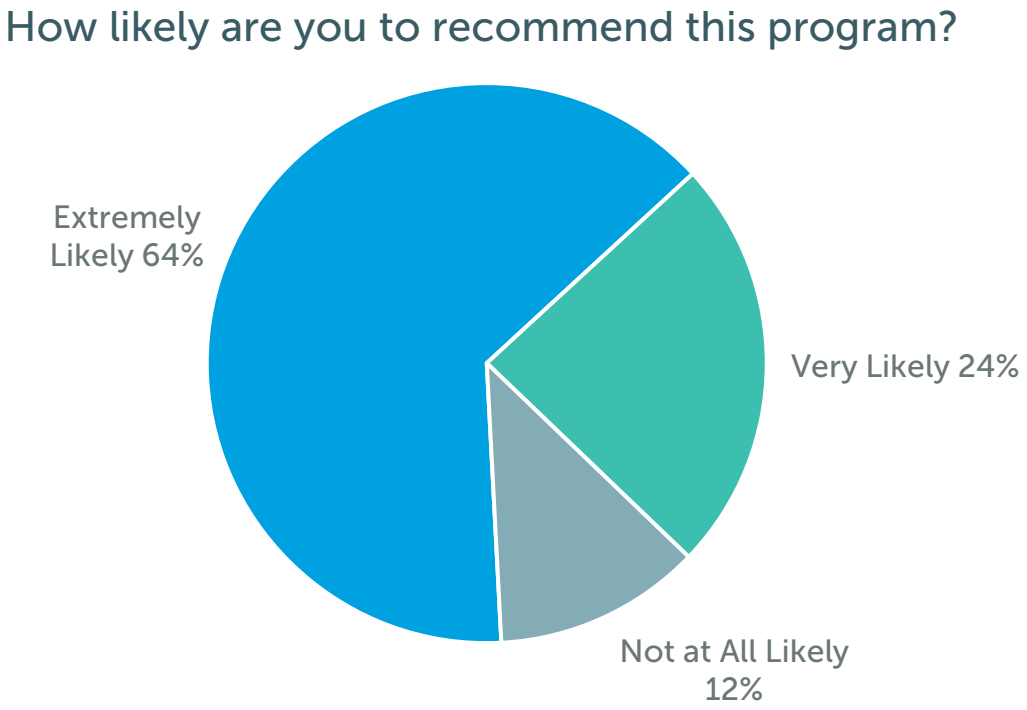
- 305 toilet rebates
- 1 shallow well rebate
- 1 irrigation controller rebate

307 Paid Rebates 3/30/2020-3/10/2021



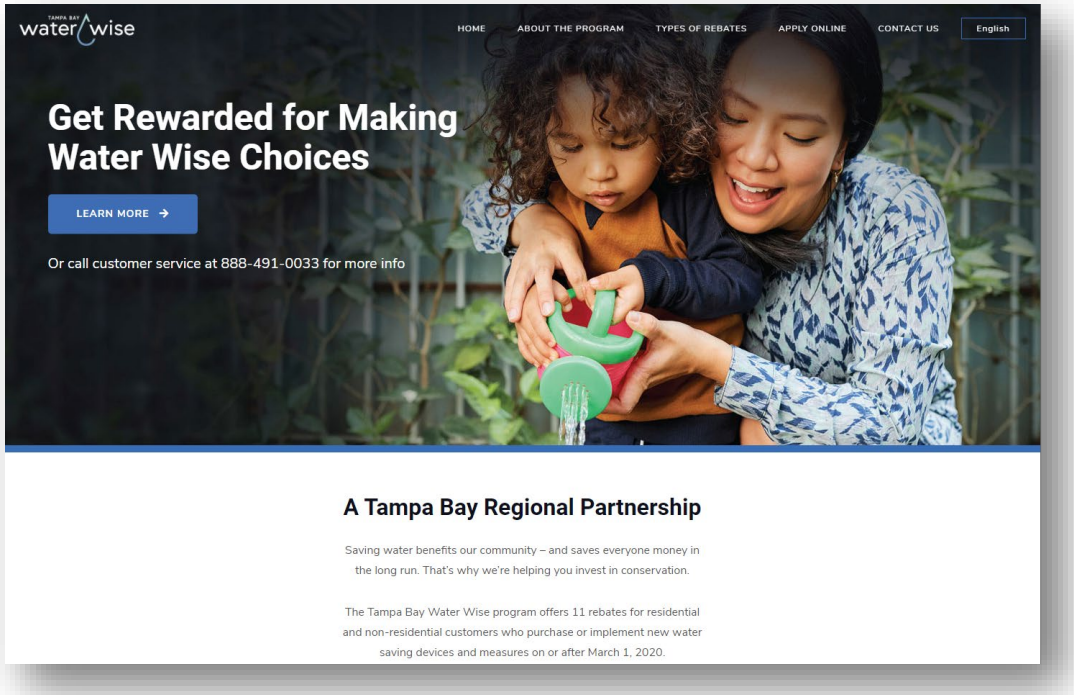
Tampa Bay Water Wise Progress

- Application rate has doubled in the last two months
- Customer satisfaction survey sent
- Working reached consensus on three changes:
  - Eligibility data usage
  - Website
  - Cooling tower rebate



Eligibility Data & Website Changes

- Currently customers must be on the program's eligibility list
- Update to allow all applications
- Website will require modifications in functionality and messaging
- Additional website enhancements include easier navigation and mobile optimization
- Improve customer experience and increase customer participation

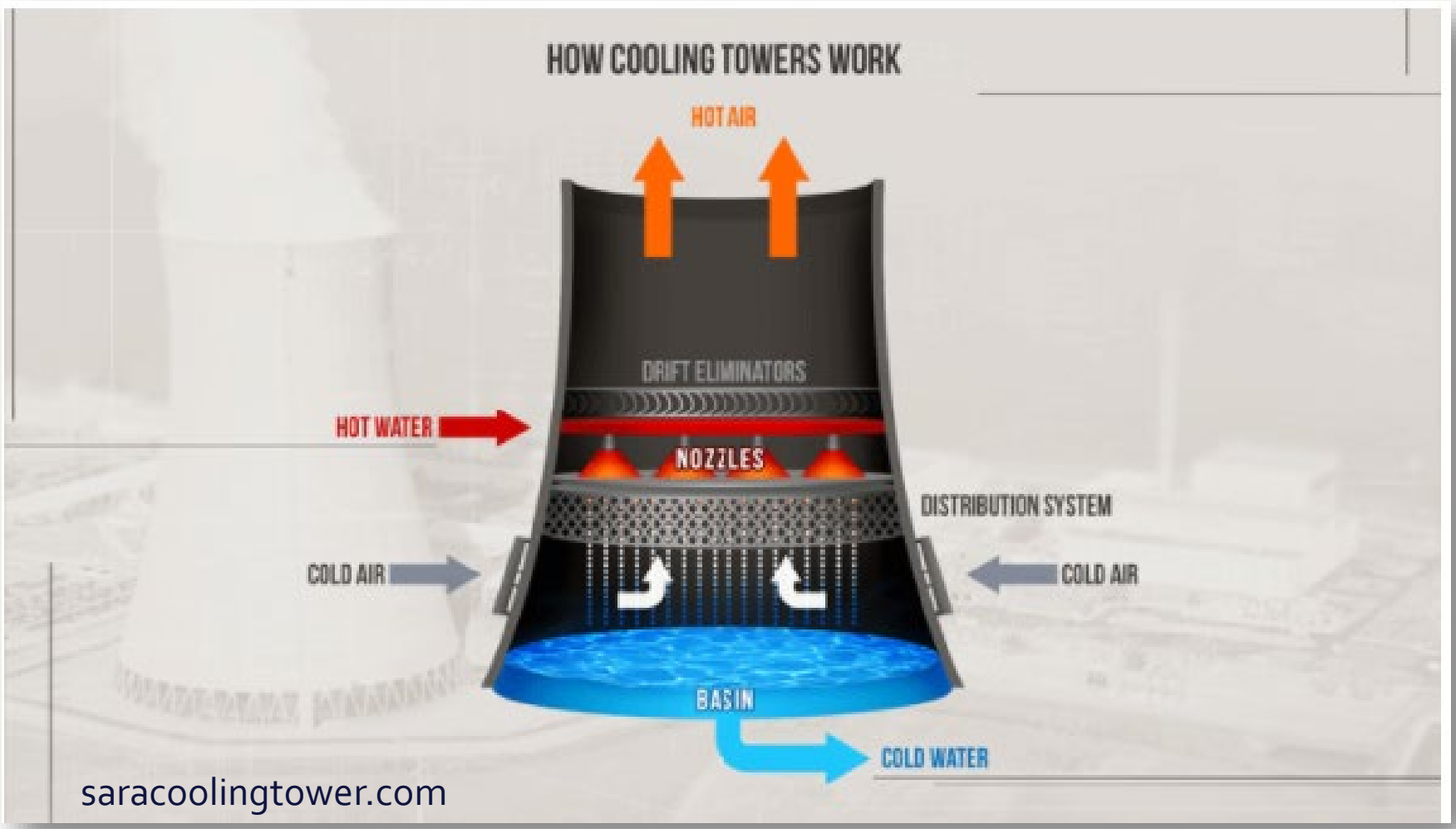


Cooling Tower Rebate Change





Cooling Tower Rebate Change



Cooling Tower Rebate Change



Water savings per tower:

- 2,500 – 4,500 gallons per day
- 9 - 16 million gallons over ten years

Cooling Tower Rebate Change

- The current rebate is $1,000 but cooling tower upgrades cost tens of thousands of dollars
- The new rebate would be based on water savings
  - Valued at $0.50 per 1000 gallons saved over 10 years
  - A typical project could be eligible for a $7,000 rebate
- We are working with the District to leverage their WISE rebate funds, which will make a very attractive, combined rebate package

EGIA Contract Amendment

In April we will seek board approval to make a second amendment to the EGIA contract:

- Add flexibility in making improvements to program that are supported by the working group, such as:
  - Cooling tower rebate
  - Smart irrigation controller rebate
- Creation of an owner's allowance to make low-cost changes over the next four years

Tampa Bay Water Wise: Looking Ahead

April 2021 -

- Request board approval of EGIA contract amendment
- Website and data changes
- Regional dashboard for reporting program's progress
- Deadline to opt-out

Continue to rely on the working group's expertise

Questions

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM J.3

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Kenneth R. Herd, Chief Science & Technical Officer

SUBJECT: Water Quality Update - *Status Report*

SUMMARY

The monthly Board of Directors Water Quality Update summarizes member government water quality reports, compliance with Exhibit D of the Master Water Supply Contract water quality parameters and related activities, and other water quality issues and research. This update includes data from January 2021 and some information from February 2021.

SUGGESTED ACTION

Status Report

COST/FUNDING SOURCE

N/A

DISCUSSION

Tampa Bay Water (Agency) monitors water quality for the regional system through sampling at member Points of Connection (POC), regulatory compliance sampling locations (identified in the Florida Department of Environmental Protection (FDEP)-approved Comprehensive Regional Water Quality Monitoring Plan), and online instruments. These data are reported through the Master Water Supply Contract Exhibit D process and regulatory compliance, and reports to the members each month.

The Agency is currently in compliance with all state and federal drinking water standards.

The Agency completed its 2020 Annual Drinking Water Quality Report, also known as the Consumer Confidence Report (CCR) in February 2021. Copies will be distributed to member governments and others in March 2021.

Agency staff, the Members, and local regulatory agencies in the region meet monthly as the Water Quality Working Group to discuss water quality issues of local, regional and national concern. These discussions include member customer complaints, regulatory compliance, and water quality monitoring and distribution system activities. Updates on federal and state rule making, research and water supplies are shared by the participants.

EXHIBIT D WATER QUALITY COMPLIANCE

Exhibit D standards were met for all parameters and locations during this reporting period, except for turbidity at Cosme WTP Influent to St. Petersburg. Options to address turbidity are being considered with the Director of Water Resources and City of St. Petersburg water quality staff. City staff have indicated this is not a high-priority concern because the City provides additional treatment prior to distribution to their customers. Additional samples are planned for collection and analysis.

Total Sulfides exceeded Exhibit D Running Annual Average (RAA) of less than 0.1 mg/L from groundwater at Starkey Well Field (WF) to Maytum Water Treatment Plant (WTP) Influent (New Port Richey). This location, however, is satisfied with monetary credits per the Master Water Supply Contract. The Northwest Hillsborough Influent WF to Northwest Hillsborough WTP (Hillsborough County) was not active during this reporting period.

EVALUATION OF EXHIBIT D WATER QUALITY

Interim Implementation Activities

One recommendation identified in the "Evaluation of Exhibit D Water Quality" report, caustic soda addition at the South Pasco WTP, is currently being implemented by Engineering. This project does not require treatability studies for design. By accelerating this work, the Agency can improve chloramine stability when South Pasco WF water is added to the regional transmission system. This will aid Hillsborough County's effort to maintain distribution system residuals.

In July 2020, the Water Quality Services Laboratory sampled all South Pasco WF production wells and performed titrations. These data identified caustic dosages for Engineering to size caustic soda storage and delivery systems. Supplemental chloramine decay studies were performed after the South Pasco WF was returned to service in August 2020. These studies confirmed increased chloramine residual stability with caustic addition.

A draft basis of design report for caustic addition at the South Pasco WTP was issued in September 2020. Comments were provided, a final report prepared, and design continues. Water Quality Services attended two basis of design report review meetings in January 2021 and provided input and

clarification on chlorine, ammonia, and caustic dosages. Work continues by Engineering on the design of the caustic soda storage and delivery systems.

The Agency is working with the City of Tampa evaluating options to relocate the City's point of connection to a location upstream of the Morris Bridge Well Field. This project is intended to enhance water quality blending with the City's existing surface water supply from the Hillsborough River. By excluding the well field water, the regional water at the point of connection would more closely match the City's distribution system water quality. Alternative design configurations are being reviewed by Engineering. The Agency continues discussions with the City of Tampa on this evaluation.

Additional Study - Recent Activities

Carollo Engineers continues work on Task 1 - Supplemental Characterization Studies, Task 2 - Update Water Quality Blending Tool, and Task 3 - Desktop Validation and Bench-Scale Testing and Pilot-Scale Testing.

- **Task 1** supplemental sampling plan and protocol document was reviewed in January 2021. It involves sampling of 63 locations. These include: 38 individual production wells, 10 groundwater treatment plant (WTP) influent locations, and 15 finished water points of entry into the regional transmission system. Water quality parameters include: anions (bromide, chloride, and sulfate), metals (calcium and sodium), wet chemistry (alkalinity and total dissolved solids (TDS), and UV 254 for total organic carbon speciation. Field parameters (pH, temperature, and total sulfide) will also be measured during sampling. This Task 1 supplemental sampling and analysis program is now underway. It began in mid-February 2021 and will continue through April 2021.
- **Task 2** update of the water quality blending tool is also well underway. Inputs have been completed for historical source water quality, flow and point-of connection (POC) capacity. The calculations of corrosion and stability indices and DBP-related water quality parameters (total trihalomethanes (TTHMs), chlorine, and chloramine concentrations) have been integrated into the baseline model. This will facilitate simulating water quality under different scenarios. The disinfection kinetic model has also been calibrated with available historical simulated distribution system (SDS) test results for chloramines. The regional transmission system hydraulic model has also been prepared to perform source water trace, age, and blending analyses. All model inputs will be updated with additional data from the Task 1 supplemental sampling and analysis, and future results from the Task 3 bench testing.
- **Task 3** desktop validation subtask has been completed. Conceptual costs and non-cost analyses have been completed for granular activated carbon (GAC) vs. ion exchange processes at the locations identified in the 2019 Hazen report. This desktop analysis was used to determine if both processes should be included in the bench-scale performance testing and additional evaluations. A draft bench-scale testing plan document was completed in February 2021 with sample collection planned for mid-March 2021. Samples for bench-scale performance tests will be collected from representative well fields (Cosme, Cross Bar, Cypress Creek, Eldridge Wilde, Starkey, South Pasco, and Northwest Hillsborough) and the Regional Surface Water Treatment Plant (RSWTP).

The project is scheduled for completion by March 2022, subject to unknowns with pandemic

conditions. During this study, members will receive status reports. There will be meetings to discuss technical findings and for members to provide input on direction throughout the study. Updates will also be provided to the Board through memos and Board meeting presentations.

Assuming the technical work can be largely completed by March 2022, a three-month deliberation period is envisioned for members to develop consensus recommendations on selection of different treatment projects and implementation timing. This would be followed by Board consideration and approval, which is projected for completion by the end of 2022.

The Additional Study findings are scheduled to be available at the same time Master Water Plan project feasibility study findings will be concluded. This would allow these potential capital improvement projects and renewal and replacement projects to all be considered simultaneously relative to debt service obligations and uniform rate implications.

WATER QUALITY WORKING GROUP MEETING

A Water Quality Working Group (WQWG) meeting was held on February 11, 2021. Minutes for this meeting are attached. Topics discussed at this meeting included monthly performance and status reviews. Tampa Bay Water discussed the reservoir, surface water sources and treatment plants, and ground water sources and treatment. Members discussed bacteriological testing results, recorded customer water quality complaints and flushing volumes associated with distribution system, and water quality issues.

Additional topics discussed at these meetings included: Exhibit D compliance status, regional water quality study update, regional chlorine maintenance program evaluation, northwest transmission system water chloramine residuals and water quality update, source water assessment and protection, collaborative water quality research with the Water Research Foundation (WRF), and an open discussion for all members to participate. Open discussion at the WQWG meeting on February 11, 2021 included recent updates on FDEP's proposed potable reuse rulemaking, EPA's proposed fifth unregulated contaminant rule (UCMR5), and the EPA's lead and copper rule revision (LCRR).

REGIONAL FREE CHLORINE MAINTENANCE

Recent Activities

Tampa Bay Water and Arcadis held separate online meetings with member governments in late-January and early-February 2021 to discuss detailed comments pertaining to individual member distribution systems. Arcadis subsequently revised the draft report to address member government comments. These revisions were discussed at the WQWG meeting on February 11, 2021. The revised draft report and a table listing all member government comments and Arcadis responses were provided to WQWG participants in advance of the meeting. Arcadis reviewed the findings and recommendations presented in the revised draft report at the WQWG meeting (see Attachment 1).

Final comments from member governments, which were expected to be minimal, were requested by the end of February 2021. Upon receipt, the report would be finalized, issued to all member governments,

and the project closed in March 2021.

Next Steps

Arcadis is preparing new scopes of work to address the technical memorandum recommendations. These include: 1) a closer examination of disinfection byproducts (DBP) formation potential in member government systems by conducting bench-scale tests to simulate free chlorine addition in the regional system, followed by free chlorine adjustments in the member governments systems; (2) consideration of pilot testing to gauge biological sloughing potential in Tampa Bay Water transmission mains; (3) coordination with the Florida Departments of Health and Environmental Protection on implementation requirements for the timing and duration of chlorine conversion events; and (4) development of detailed step-by-step chlorine conversion operational and implementation plans with each member government.

NORTHWEST TRANSMISSION SYSTEM - CHLORAMINES AND NITRITES

Recent Activities

Although water quality continued to satisfy Exhibit D requirements, members began to observe lower chloramine residuals and higher nitrites beginning in mid- to late-October 2020 in the regional supplies to the Pasco County Little Road WTP and to a lesser degree at the Pinellas County Keller WTP. Tampa Bay Water Operations staff continued working on identifying the root cause of this reappearance.

Lower chloramines and higher nitrites were observed at different concentrations at different locations in the northwest service area of the regional system when comparing recent data with the initial occurrence in mid-June to early-September 2020. Responses to operational changes during the past several weeks are also different when compared to the earlier event.

An expert team from Hazen and Sawyer and Black & Veatch was assembled for an onsite inspection of CCWTP facilities and review of operational procedures on November 24, 2020. Initial recommendations were made by the consulting team during this meeting and implemented by Operations staff over the Thanksgiving holiday weekend. These data were reviewed by staff and the consulting team to identify follow-up investigative and response measures for implementation.

This included an expanded review of analyzer and chemical feed systems at the CCWTP that led to chlorine and ammonia feed pumps being replaced/retrofitted and recalibration of the chemical feed systems. Following this work, chloramine residuals and nitrite levels returned to typical conditions on December 10, 2020; and remained at these levels into early- and mid-January 2021. Slightly lower chloramine and pH levels were reported by member governments at the WQWG meeting on February 11, 2021. These observations, according to Operations, are likely attributed to ammonia feed fluctuations. Operational changes were made to the chlorine analyzers that are used to pace ammonia feed pumps. These changes are intended to provide more stable chloramine residuals.

Next Steps

Efforts are continuing at this time to closely monitor the feed systems at CCWTP and downstream

water quality, particularly how they respond to fluctuations in flow rates and source waters. As part of these monitoring efforts, additional water quality and chloramine decay tests will be performed by Water Quality Services at multiple locations in the downstream northwest transmission system to assess and confirm success of system modifications.

ADDITIONAL WATER QUALITY UPDATES

Red Tide

Background

Red Tide is an environmental condition where nuisance algae species undergo massive population level increases. The species of algae most commonly identified in Gulf of Mexico Red Tide events is Karenia brevis. Population increases are linked to excess nutrient loading in the nearshore Gulf waters. These algae produce toxins (brevotoxins) that can cause a variety of health effects.

Current Status

Monitoring near the Desalination Facility continues to show no evidence of the problematic algae. Existing treatment at the Desalination Facility (coagulation/flocculation and reverse osmosis) would effectively remove brevotoxins to non-detectable levels. As an additional measure, the Desalination Facility could be shut down in the event of a proximate bloom.

Red Tide observations in the Tampa Bay area are monitored by Agency staff including sampling and reporting performed by Mote Marine Laboratory, the University of South Florida, Florida Fish and Wildlife Conservation Commission and the Environmental Protection Commission of Hillsborough County. Based on these data reports, informed and timely decisions can be made by the Agency if the raw seawater supply is threatened. No red tide-related threats to the Desalination Facility have been identified to date. The Desalination Facility returned to service in December 2020. Plans are to continue operating the plant until July 2021.

Research and Stakeholder Activities

The Agency continues to engage in drinking water quality and regulatory compliance-related research efforts with the Water Research Foundation and others to address utility treatment needs and/or regulatory requirements. Agency staff are currently participating in the following water quality projects and committees:

- AWWA/ANSI G300 Standard Committee - Source Water Protection
- AWWA Emerging Water Quality Issues Committee
- AWWA Joint Section Research Committee
- AWWA Microbiological Contaminants Research and Organisms in Water (Joint) Committee
- National Science Foundation - Disinfection Byproducts Formation in Desalination Plants
- National Science Foundation - Micropollutant Degradation Potential in Biological Filters
- National Science Foundation - Regulated/Emerging Halogenated DBPs in Distribution Systems
- USEPA - Online Water Quality Monitoring Forum and Steering Committee
- WRF 4711 - Bromide/Iodide Occurrence Survey in Water Supplies

- WRF 4748 - Framework and Tools for Managing Source Water Risks
- WRF 4907 - Leading Water Utility Innovation
- WRF 4920 - Decision Support Framework for Drinking Water Treatment Plants
- WRF 4953 - Blending Strategies for Drinking Water System Integration with Alternate Supplies
- WRF 5038 - Research Roadmap for Prioritizing Permitting Linkages in Water Quality
- WRF 5079 - Water Quality Tools for Potable Reuse
- WRF 5082 - Alternative Management Strategies to Prevent PFAS from Entering Drinking Water
- WRF Leaders Innovation Forum for Technology (LIFT) - Drinking Water
- WaterSuite Users Group - Source Water Monitoring and Assessment (public/private utilities)

UPDATES FROM MEMBERS

The Agency receives monthly updates from the Members on customer complaints, compliance, monitoring, and other relevant distribution system information. These data provide the Agency and its Members the baseline information needed to evaluate water quality issues and concerns related to the regional water sources and treatment practices.

Updates included in this report are based on information and data provided by members at the February 2021 meeting; attached Tables 1-3 include 2018-2021 data for total coliform rule compliance, customer complaints and distribution system flushing.

Table 1. Regional Total Coliform Rule Compliance (percent positive samples) provides a summary of Total Coliform Rule compliance data for members.

Table 2. Customer Water Quality Complaints received by Members (not normalized for population served) provides a summary of customer complaint data collected by members.

Table 3. Distribution System Flushed Water (reported in million gallons per month, not normalized for production) summarizes the reported quantities of water flushed for distribution system maintenance by the members.

No compliance issues were reported by the members or their consecutive systems for this reporting period. For customer complaint and system maintenance-flushing data, note that these data are not normalized for total population or production but provide a relative indicator of water quality and distribution system activity.

BACKGROUND

Water quality was a key part of the negotiations leading to the development of the Agency's governing documents. The Interlocal Agreement and Master Water Supply Contract require the Agency to deliver Quality Water to member government points of connection. Quality Water is defined as water that meets state and federal drinking water standards as well as additional parameters defined in Exhibit D, an attachment to the Master Water Supply Contract. These documents provided the funding and

operational framework for the regional supplier to interconnect the Members' previously stand-alone distribution systems. Each system was unique in age, layout, type of pipeline material used and treatments such as corrosion control, softening and fluoridation.

- The fundamental premise of the Master Water Supply Contract is to provide a common benefit at a common cost at defined delivery points.
- Regional compliance with Exhibit D water quality parameters establishes a common regional baseline for water quality which is important because the Agency has no jurisdiction beyond the points of connection with the member distribution systems.

Compliance with Exhibit D standards is based on a 12-month running annual average for sample data collected at each POC for 17 different parameters. Exhibit D standards were initially developed through expert input in 1998-1999 and were modified in 2004 to address additional treatment issues and concerns.

Evaluating Possible Changes to Exhibit D Standards

- The "Evaluation of Exhibit D Water Quality" final report by Hazen and Sawyer was approved by the Board on December 16, 2019. This study characterized source water quality, prioritized treatment locations, evaluated potential treatment approaches, and identified benefits and associated costs as highlighted below:
- Total organic carbon (TOC) and other water quality parameters could be lowered across the regional system by implementing treatment changes at various locations throughout the system. These changes would be expected to improve water quality for the entire region and provide a more consistent water quality at each point of connection.
- Adding water quality treatment for the regional system could help members manage water quality in their distribution systems by increasing disinfectant residual stability, reducing the potential for taste and odor issues and decreasing flushing volumes.
- Lower TOC levels could reduce disinfection byproduct formation during free chlorine maintenance events, which are performed periodically by some members.
- Preliminary estimated costs to implement recommended additional water quality treatment range from approximately $125 million to $210 million in capital costs and approximately $5 million to $13 million in annual operating costs. The ranges depend on the desired level of TOC reduction and do not include calcium hardness reduction.
- These actions could result in a net savings of $1-$2 million per year collectively for the members from reduced flushing in their distribution systems.

Any consideration of changes to Exhibit D water quality parameters would be recommended for implementation only after new treatment changes become operational across the regional system. This approach is recommended to ensure continued compliance.

Additional Study - Basis

While these interim implementation activities provide shorter-term steps to enhanced water quality in the region, neither address the need to reduce disinfectant demand and disinfection byproduct

formation, as identified in the "Evaluation of Exhibit D Water Quality" final report by Hazen and Sawyer. Reduction of TOC, along with lowering concentrations of the other priority water quality parameters, is the subject of the next phase of work, which is currently being undertaken to test study assumptions in order to refine water quality parameter levels, treatment processes and cost estimates. Proceeding with the additional study was approved at the December 2019 Board meeting.

Additional Study - Planning

A preliminary scope and schedule to continue treatment evaluation efforts, and an invitation for members to participate on the Consultant Selection Committee (CSC) for this next study, were presented to member Utility Directors in January 2020. All members assigned representatives to the CSC in February 2020. The Agency prepared a draft "Request for Qualifications and Scope of Work" in March 2020 that was submitted to members for review and comment. Member comments were received, a second draft was issued for review, and the document was finalized in April 2020.

Additional Study - Procurement

A Request for Proposal (RFP) was advertised on May 1, 2020. The RFP included a link that provided direct access to the "Evaluation Exhibit D Water Quality Report". All CSC members, which included six member government and two Tampa Bay representatives, attended an on-line procurement process preparation meeting on May 13, 2020. A status update was provided to Utility Directors on May 15, 2020. Prospective consultants submitted inquiries on May 19, 2020. Responses were issued as "Addendum Number One" to the RFP on May 22, 2020.

Proposals were received from three contractor teams on June 10, 2020. The teams were: AECOM / Mead Hunt and others, Carollo Engineers / Black & Veatch and others, and Hazen and Sawyer / Reiss Engineering and others. The Proposals were reviewed and scored by the CSC by July 2, 2020.

The CSC held a Proposal ranking meeting on July 8, 2020. At this meeting, the CSC determined there was a need to interview the top two ranked teams because of the closeness in scores. The Carollo team was ranked first and the Hazen team ranked second. Interviews with the two teams were held on July 21, 2020 and the rankings remained unchanged after the presentations/interviews. Meetings were subsequently held with Carollo Engineers / Black &; Veatch to discuss scope details and preparation of a Cost Proposal on July 27 and July 29, 2020.

The initial Cost Proposal was delivered on August 1, 2020 and fee negotiations were completed on August 5, 2020. The recommended firm, scope and cost were presented at the Board meeting on August 17, 2020 and the Board approved Carollo Engineers, Inc. for the 18-month study at a cost of $1,098,792. The contract for services was signed on August 25, 2020 and a Purchase Order for services was issued on September 2, 2020.

Additional Study - Initial Activities

Technical work began with supporting data files being made available to Carollo Engineers using a SharePoint transfer portal. Information was exchanged through email and telephone discussions in

advance of a kick-off meeting on September 11, 2020. A draft Project Plan was submitted for review on September 4, 2020. Initial data requests for the regional system and member government systems were submitted on September 10, 2020. A draft detailed project schedule was submitted on September 11, 2020.

Topics discussed at the kick-off meeting on September 11, 2020 included a recap of the project purpose, overview of the Project Plan, review of the data request, coordination of supplementary sampling, preliminary analysis of historical water quality data, overview of the blending model setup, review of activities and coordination of upcoming milestones.

Additional Study - Past Quarter Activities

Carollo Engineers completed their review and analysis of the Tampa Bay regional system in November/December 2020. Available historical water quality data were reviewed and analyzed to understand trends and variations, and to facilitate validation of treatment alternatives at the facilities/sites identified in the 2019 Hazen report. This effort included identification of data gaps, and development of a checklist for guiding future data collection for disinfection byproducts (DBPs) and other sampling.

Regional Free Chlorine Maintenance

Background

Nitrification in a distribution system is typically the driver for periodic chlorine maintenance activities, especially when flushing activities become excessive. Nitrification occurs in a distribution system when there is an observed loss of disinfectant residual. This is usually accompanied by increases in Heterotrophic Plate Count (HPC) organisms and nitrite concentrations as well as decreases in pH, alkalinity and dissolved oxygen. Conditions that promote the development of nitrification include water age, warm water temperature, and unstable chloramine formation.

Chloramines are best formed, and are more stable, under conditions that include adequate free chlorine contact time prior to the addition of ammonia, the correct chlorine to ammonia ratio, and high pH conditions (minimum 7.8 Standard Units). Managing water age in a distribution system by unidirectional flushing is also important. Unless flushing is planned and targeted, it will result in shifting problems in a distribution network as opposed to eliminating or managing them.

The benefit of performing a regional system free chlorine maintenance has been discussed at the WQWG meetings since December 2016. Members have historically expressed differing opinions on this issue. This concept was discussed at the Utility Directors meetings on June 4 and July 23, 2018.

A scope of work request was finalized for consultants to evaluate how best to plan for and implement a regional chlorine maintenance program and identify program advantages and disadvantages as well as potential unintended consequences. Arcadis was selected to perform this work in late 2018. However, a decision was made to first complete the "Evaluation of Exhibit D Water Quality Study", which was completed in December 2019.

A consultant "kick-off" meeting was held on January 28, 2020. Arcadis presented the study scope and schedule at the WQWG meeting on February 13, 2020. Follow-up meetings were initially scheduled in March and April 2020 at each member location to meet key member personnel, discuss member's distribution system specifics and obtain operational and system data. These on-site meetings, however, were postponed because of COVID-19 concerns.

In the interest of moving the project ahead, an online approach was determined appropriate until site visits would be allowed. Utility Directors were asked to identify a lead contact person and key personnel from different departments (e.g., operations, engineering, maintenance, etc.) on May 15, 2020. All Utility Directors identified their lead contacts by May 26, 2020. All lead contacts were provided with Internet links to upload documents and other project-related information to satisfy Arcadis' data request list.

Key personnel were identified by Utility Directors and/or lead contact persons as staff members with the technical and operations knowledge to walk through "what if" scenarios and identify potential challenges that a regional chlorine conversion could pose to members' water treatment and distribution systems.

Past Activities

Members completed uploading documents in June 2020 to satisfy the data inquiry list from Arcadis. This information was initially reviewed and the first online meetings were held with each member government in June 2020. Tampa Bay Water, Water Quality Services Senior Manager attended all meetings as requested by some member governments.

Topics discussed at these first round meetings included: (1) understanding of each member distribution system, (2) water quality data from each member distribution system, (3) member's desired outcomes from a regional chlorine conversion, (4) details and effectiveness of past and current chlorine conversions by those members performing conversions and (5) member's concerns for implementation of a regional chlorine conversion.

A first meeting was also held by Arcadis with the Tampa Bay Water Operations team on July 2, 2020. Arcadis continued to evaluate information obtained from uploaded documents and gained from online meetings. Arcadis presented a project status update at the WQWG meeting on July 9, 2020.

A second round of online meetings with each member government and the Tampa Bay Water Operations team were held in August 2020. These meetings were followed by a second progress update with all member governments and Tampa Bay Water at the WQWG meeting on September 10, 2020. Topics included: (1) initial recommendations, (2) initial hydraulic modeling results, (3) preliminary pilot program recommendations and (4) a preview of recommendations to be included in a draft technical memorandum.

Tasks performed in October and November 2020 included: (1) continuing refinement of the hydraulic

model; (2) continuing re-evaluation of blended TOC levels using updated flow; (3) finalizing risk analysis and mitigation strategies for potential "what if" scenarios; and (4) work on a draft technical memorandum.

Arcadis completed the initial draft technical memorandum and discussed the report findings, conclusions, and recommendations at the WQWG meeting on December 10, 2020. The report was distributed to Utility Directors and WQWG attendees a few days before the December meeting. The meeting discussion was intended to "walk through" the report to aid participants in reviewing the comprehensive document. Topics included in the draft technical memorandum were familiar to member governments based on: (1) Arcadis prior meetings with individual member governments, (2) Arcadis progress presentations at WQWG meetings in July and September 2020, and (3) Tampa Bay Water updates at all other WQWG meetings in 2020.

Review comments were received from member governments in late-December 2020 and early-January 2021. Most member governments commented that the Arcadis draft was well done. Specific detailed comments focused on next steps to move the study findings and recommendations forward. These comments and next steps were discussed at the WQWG meeting on January 21, 2021.

NORTHWEST TRANSMISSION SYSTEM - CHLORAMINES AND NITRITES

Background

Although water quality continued to satisfy Exhibit D requirements, members receiving regional water at Points of Connection (POCs) in the northwest section of the Tampa Bay Water regional transmission system began to experience higher chlorine use in June 2020. Greater-than-normal chloramine decay and the presence of nitrites were detected at POCs downstream of the Cypress Creek Water Treatment Plant (CCWTP). These conditions were not observed upstream of this treatment plant.

Initial Response

An initial response program was implemented by Operations to identify the cause and to restore routine chloramines and nitrites in the northwest transmission mains. The following steps were undertaken: (1) increased free chlorine and monochloramine target settings at the CCWTP, (2) changed flows entering the CCWTP from the Cypress Creek and Cross Bar Well Fields (WFs), (3) decreased monochloramine target "trim" settings after blending of CCWTP finished water with regional water, (4) adjusted contact times in the Ground Storage Tanks (GSTs) at CCWTP, and (5) cleaned out the three GSTs at CCWTP.

In addition to measures taken at the CCWTP, flows were adjusted downstream in the northwest system. Regional flow was temporarily halted from entering the South Pasco Transmission Main (TM) and replaced with South Pasco WF water. This change resulted in a quick return to routine chloramine residuals and no nitrites in the South Pasco TM. Regional flow was also temporarily halted from the TM delivering regional water to Hillsborough County's Northwest Hillsborough (Fawn Ridge) WTP. Flow was reversed at this location by purchasing water from the County's WTP to reduce water age and increase the chloramine residual in this regional line.

Initial Sampling

A comprehensive sampling and analysis plan was designed and implemented by Water Quality Services with the assistance of Operations and consultants from Hazen and Sawyer and Black & Veatch. This was done as an integral part of the above-described Operations response program. The sampling and analysis plan was designed, and supplies obtained the week of August 17-21, 2020. Implementation of the two-week, intensive program began on August 24, 2020. Daily samples were collected by staff from 11 locations in the northwest regional transmission system through September 4, 2020. In addition to water quality parameters (total chlorine, chloramine, pH, free ammonia, nitrite, nitrate, turbidity, and alkalinity), chloramine decay tests were performed for each of the 11 locations.

Initial Data Review

Data from this comprehensive sampling and testing program resulted in well-defined, chloramine decay curves and a robust database of other water quality parameters. The findings of the more detailed analysis from the two-week program were consistent with earlier determinations that showed an increase in chloramine decay and nitrite presence beginning in the transmission main downstream of the CCWTP, and further increases with increased water age in the northwest part of the regional system.

As these sampling and analytical data were being further evaluated with Tableau, a business intelligence software used for interactive data visualization (i.e., attempt to identify the root cause or causes of observed chloramine decay and nitrite presence by comparing analytical, online-analyzer, and operations data, such as variable flow rates, different production wells and the like); a regional system operational change was made on September 9, 2020 that resulted in only groundwater flow being delivered into the northwest regional system for a period of approximately five hours.

Interim Measures

This source water change resulted in the implementation of interim operating measures, which included the temporary shutdown of the "trim" system used to supplement chloramine in the regional water after blending with CCWTP finished water, resulted in a rapid return of a more stable chloramine residual in the northwest transmission system. Chloramines and nitrites returned to levels observed before June 2020 based on instrument readings and grab samples. Data routinely shared by Pinellas County Utilities (since June 24, 2020) also confirmed routine chloramine residuals and nitrites as of September 10, 2020.

Sampling

To further characterize these observed improvements, a second comprehensive sampling and testing program began on September 15, 2020. Daily samples were collected from seven locations in the northwest regional transmission system through September 17, 2020. In addition to water quality parameters (total chlorine, chloramine, pH, free ammonia, nitrite, nitrate, and alkalinity), disinfectant decay tests were performed for each of the seven locations.

Data Review

The resulting chloramine decay curves clearly showed a substantially more stable chloramine residual and a return of nitrites comparable to levels before June 2020 (i.e., when compared to data collected during the initial testing that began on August 24, 2020).

Assessment

Based on the data collected and analyzed through mid-September 2020, a combination of meteorological, environmental, and operating conditions appeared to have contributed to greater chlorine demands and less than optimal chloramine formation conditions on source waters entering the regional system beginning in June 2020. Implementation of interim operating measures, which included the temporary shutdown of a "trim" system used to supplement chloramine in the regional water after blending with CCWTP finished water, resulted in the return of a more stable chloramine residual in the northwest transmission system beginning on September 9, 2020. Chloramines and nitrites returned to levels observed before June 2020.

Member Governments

Written progress reports were provided to Utility Directors and WQWG attendees on August 28, September 11, and September 25, 2020. Progress was also discussed at the WQWG meeting on August 13, 2020; and a status update presentation was made at the WQWG meeting on September 10, 2020.

Pinellas County Utilities (PCU) continues to share water quality test results (nitrites, chloramine, free ammonia and total ammonia) from samples collected at the Keller regional system POC. These data showed an increasing trend in nitrite concentrations from June 24, 2020 to September 3, 2020.

PCU also previously reported two negative, one positive, and one inconclusive test result from a BART test for nitrifying bacteria. As stated above, the nitrite concentrations reduced to typical on September 10, 2020 and have since remained at these levels. PCU reduced testing frequency from daily to weekly as of September 28, 2020. This reduction is based on consistent results since September 9, 2020.

Attachments (2)

Water Quality Work Group Meeting Minutes
Water Quality Tables
J.3 Water Quality Update Presentation

Meeting Minutes

Water Quality Working Group

February 11, 2021 - 1:30 p.m.
GoToMeeting

A. INTRODUCTORY REMARKS

Arcadis Representative Sean Chaparro (Arcadis) was introduced as the presenter for Item B.1. The routine agenda order was changed to have the Arcadis presentation and discussion as the first item.

1. **HANDOUTS - sent by email prior to meeting**

    a. Member Government monthly data

    b. February 2021 WQWG Agenda Packet

B. WATER TREATMENT

1. **REGIONAL FREE CHLORINE MAINTENANCE STUDY – Status Update Presentation by Arcadis (attached)**

    a. Arcadis returned to the WQWG meeting to "walk through" revisions made to their draft technical memorandum that were based on comments from member governments and Tampa Bay Water.

    b. The revised draft report and a table listing all draft report comments from member governments, and Arcadis responses, were provided to WQWG participants in advance of this meeting (February 11, 2021).

    c. Arcadis also reviewed the findings and recommendations in the revised draft technical memorandum:

        i. Configuration of the regional system provides flexibility needed to implement full regional or partial free chlorine conversion program, subject to the availability of low TOC water.

        ii. The system can provide lower TOC regional water to participating member governments but the availability of sufficiently-low TOC to maintain low DBP

levels at all times in member government distribution systems requires further evaluation.

iii. Can implement chlorine conversion prior to TOC removal strategies provided water age is minimized, and water quality areas are closely monitored.

iv. Successful chlorine maintenance events will require detailed upfront planning by Tampa Bay Water and each member government.

v. Public communications and outreach is critical to successful implementation of a regional chlorine conversion.

d. The next steps will include new scopes of work from Arcadis to address the following:

i. Simulate chlorine formation potential by bench testing to identify DBP formation potential in member government distributions systems (i.e., as a result of free chlorine residual in the Tampa Bay Water regional transmission system and free chlorine "trim" by member governments).

ii. Isolate a section or sections within Tampa Bay Water's transmission main system to a pilot chlorine conversion and potential for biological (biofilm) sloughing potential.

- One option is the transmission main feed to the Cosme WTP.
- The Cosme WTP has solids handling capability in their lime softening process.

iii. Coordinate with FDEP and FDOH on implementation requirements for the timing and duration of conversion events.

iv. Detailed implementation and step-by-step operational plans with member governments for a chlorine conversion event.

di. Following the Arcadis presentation and discussion, Steve Fleischacker requested that comments from member governments be submitted by the end of February 2021.

dii. In this way, the revised draft technical memorandum report could be finalized, the project closed, and consideration could be given to the next phases of work.

diii. This was the fifth WQWG appearance by Arcadis to discuss progress. Prior presentations were on July 9, 2020; September 10, 2020; December 10, 2020; and January 21, 2021.

2. NORTHWEST REGIONAL TRANSMISSION SYSTEM UPDATE

a. Steve Fleischacker updated the member governments on the investigation of greater-than-normal chloramine decay and nitrites in the northwest regional transmission system.

b. Tampa Bay Water Operations group primarily worked on this with some assistance from Water Quality Services, and consultant, Hazen and Sawyer during this reporting period.

c. Pasco and Hillsborough both noted a decline in the chloramine residual arriving at their WTPs during the past month.

d. Jack Thornburgh addressed the decline noting that just recently operations discovered a discrepancy with the free chlorine analyzer that is used to pace the ammonia feed.

e. Operations will be using total chlorine analyzer. This change is intended to minimize fluctuations in ammonia feed, which is intended to provide stable chloramine residual.

f. Hazen and Sawyer will be preparing a comprehensive final report on all efforts of the investigation and corrective actions.

3. EXHIBIT D PERFORMANCE

a. Exhibit D performance continues to meet requirements except for turbidity at Cosme influent.

b. Tampa Bay Water is working with the City of St. Pete to address this turbidity.

4. REGIONAL WATER QUALITY STUDY

a. Progress continues on the first three tasks of the approved scope of work with Carollo.

b. Carollo has identified approximately 35-40 sites for supplemental tests to close data gaps.

c. Sampling will be for anions, calcium, sodium, TDS, alkalinity, and UV254.

d. Plan is to collect two ea. 55 gallons drums of water from selected wellfields and surface water sites and send them to Carollo's out-of-state lab for the bench-scale tests.

e. Supplemental sampling will be completed, and bench-scale studies begin next quarter.

C. WATER DELIVERY

1. SYSTEM UPDATES

a. Reservoir – full

b. Desal – 12 MGD

c. Regional SWTP – 60 MGD

d. Wellfields – 100-120 MGD

2. UPDATES FROM MEMBER GOVERNMENTS

a. Hillsborough County

i. January 2021 TCR Reporting North Service Area 0 TCP out of 130 samples – 0%

ii. January 2021 TCR Reporting South Service Area 0 TCP out of 222 samples – 0%

iii. January 2021 Complaint Report North Service Area – 20 complaints, mostly odor

iv. January 2021 Complaint Report South Service Area – 47 complaints, mostly pressure

v. January 2021 Flushing Report North Service Area – 10.67 MG

vi. January 2021 Flushing Report South Service Area – 15.94 MG

vii. Hillsborough reported a more stable residual in the North Service Area and attributed it to the regional supply.

b. City of New Port Richey

i. January 2021 TCR Reporting – 0 TCP out of 41 samples – 0%

ii. January 2021 Complaint Report – 1 complaint-sediment

iii. January 2021 Flushing Report – 0.843 MG (0.785 MG from auto flushers)

c. Pinellas County

i. January 2021 TCR Reporting – 1 TCP out of 213 samples – 0.47%

ii. January 2021 Complaint Report – 29 complaints, 23 customer issues

iii. January 2021 Flushing Report – 10.5 MG (3.6 MG from auto flushers)

d. Pasco County

i. January 2021 TCR Reporting –0 TCP out of 153 samples – 0%

ii. January 2021 Complaint Report – 19 complaints, mostly odor

iii. January 2021 Flushing Report – 42.81 MG (41.65 MG from auto flushers)

iv. Flushing numbers lower than recent prior months.

e. City of St. Petersburg

i. January 2021 TCR Reporting – 0 TCP out of 180 samples – 0 %

ii. January 2021 Complaint Report – 54 complaints, mostly premise issues

iii. January 2021 Flushing Report – 7.793 MG (5.702 MG from auto flushers)

f. City of Tampa

i. January 2021 TCR Reporting – 0 TCP out of 240 samples – 0%

ii. January 2021 Complaint Report – 34 complaints, mostly pressure

iii. January 2021 Flushing Report – 3.07 MG (2.23 MG from auto flushers)

D. OTHER TOPICS

1. POTABLE REUSE RULEMAKING

a. A summary of FDEP's workshop on proposed potable reuse regulations, which was held on January 14, 2021; was provided in the WQWG Meeting Minutes from January 21, 2021.

b. Tampa Bay Water will be providing comments to the FDEP. The extended comments deadline is February 26, 2021.

c. Tampa Bay Water (Steve Fleischacker) was selected to be a member of the WateReuse Florida (WRFL) Rules Committee. WRFL will be submitting recommended revisions to the proposed regulations.

2. UCMR5 UPDATE

a. A summary of the proposed UCMR5 requirements, which includes 29 PFAS compounds, was provided in the WQWG Meeting Minutes from January 21, 2021.

b. Tampa Bay Water continues coordinating with outside counsel's technical expert on performing PFAS sampling pursuant to litigation against PFAS manufacturers.

c. The technical expert has proposed a modified version of EPA Method 537.1 for source water analysis.

d. This modified version of EPA Method 537.1, which has been widely used for non-finished water samples, is currently being reviewed.

3. LEAD AND COPPER RULE (LCRR)

a. Discussion was held on the final Lead and Copper Rule Revisions (LCRR), released by the USEPA in December 2020.

b. This was as significant effort by the USEPA over the past decade to revise the 1991 Lead and Copper Rule (LCR).

c. LCRR includes testing drinking water at elementary schools and childcare facilities, new trigger levels for mitigation, and requiring water systems to identify and make public the location of lead service line, among others.

d. One member government asked how the others planned to address the new inventory requirements for lead and copper service lines.

e. All member governments agreed it would be difficult to develop an inventory in the required three-year time frame.

f. During the discussion it was noted all federal agencies, including the USEPA, were requested to freeze proposed regulations, including those with pending effective dates.

g. This temporary hold was announced in January 2021, to allow the new Biden administration an opportunity to review any new or pending rules.

h. Chris Owen, Hazen and Sawyer, offered to provide a presentation to the WQWG on the LCRR specifics. All attending member governments expressed strong interest in the topic.

i. Depending on speaker availabilities, Hazen and Sawyer would present on LCRR at either the March 2021 or April 2021 WQWG meeting.

Next WQWG Meeting is March 11th online.

WQWG February 2021 Meeting Attendees

Ray Harmon, Hillsborough County
Luke Mulford, Hillsborough County
Joe Rymer, Hillsborough County
Chris Wetz, Hillsborough County
Jake Cuarta, Pasco County
Charles Cullen, Pasco County
Kelsey Current, Pasco County
Kevin Jenkins, Pasco County
Jim Kaplan, Pasco County
Kendra Phillips, Pasco County
Michelle Duggan, Pinellas County
Dave Hansen, Pinellas County
Bina Nayak, Pinellas County
Royce Rarick, Pinellas County
Barrett Doe, City of New Port Richey
Greg Wikholm, City of New Port Richey
Waunda Henry, City of St Petersburg
Jim Kramer, City of St. Petersburg
Scott Lewis, City of St. Petersburg
Susan MacPherson, City of St. Petersburg
John Palenchar, City of St. Petersburg
Dawn Lei, City of Tampa
Evelyn Dooley, Tampa Bay Water
Steve Fleischacker, Tampa Bay Water
Steve Foster, Tampa Bay Water
Shawn Jones, Tampa Bay Water
Bob McConnell, Tampa Bay Water
Jack Thornburgh, Tampa Bay Water
Sean Chaparro, Arcadis
Lauren DaCunha, Arcadis
David MacNevin, CDM Smith
Chris Owen, Hazen and Sawyer

CONCURRENT FREE CHLORINE MAINTENANCE EVALUATION

Regional and Member Government Systems:

Water Quality Work Group Meeting - Update

2/11/2021

ARCADIS Design & Consultancy for natural and built assets

REVIEW DRAFT REPORT COMMENTS AND REVISIONS

Draft Report Comments/Revisions

1. Draft report overview discussion from last WQWG meeting.
2. Follow up coordination and discussions with specific Member Governments on comments received.
3. Revised draft report submitted with comment log/response form.

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General Report Comments

Missing dates on references	• Dates for references have been updated in the Literature Review section
Confirm average water ages for modeled scenarios	• Revisiting calculations water ages at points of connection with Member Governments
Confirm 21-day limit for chlorine conversions	• 21-day limit requirement in FDEP DBP Clarification memo • Added memo reference in main text & included as appendix
Concerns w/ increased DBP formation potential during conversions	• DBP formation potential bench scale testing under various scenarios • Added to new next steps sub-section in Recommendations section.

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General Report Comments

ARCADIS Design & Consultancy for natural and built assets

Potential for biological sloughing	• Pilot testing of sections in Tampa Bay Water's transmission system • Added to new Next Steps sub-section in Recommendations section.

Need for follow coordination with FDEP and FDOH	• Coordination w/ regulators on:
	  • Compliance monitoring schedules for consecutive systems
	  • Start/end times for conversion
	  • Other regulatory requirements
	• Added to Next Steps sub-section

Detailed planning for implementation	• Develop detailed chlorine conversion implementation plans • Identify public notification needs and develop plans • Develop supplemental sampling & monitoring requirements

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NEXT STEPS

Next steps

1. Scope development for follow up next steps:
   - DBP formation potential supplemental bench scale testing
   - Biological sloughing pilot test
   - Detailed planning for implementation with participating Member Governments

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Next steps

1. DBP Formation Bench Testing
   - DBP formation potential simulating water ages within TM, additional treatment at POCs and through end of DS
   - Test under various chlorine concentrations and DTs capturing range of expected conditions
   - Establish recommended chlorine concentration range that meets disinfection requirements/goals and minimizes DBPs and sloughing
   - Develop sampling plan and assess results. Tampa Bay Water to conduct tests and laboratory analysis.

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Next steps

2. Biological sloughing pilot testing
   - Identify available sections and blowoff points in TM for potential pilot testing.
   - Review available record drawings and meeting with Tampa Bay Water staff to confirm feasible section(s) where testing could occur.
   - Confirm specific operational and monitoring requirements for pilot test
   - Evaluate feasibility and requirements to conduct pilot test.
   - Develop pilot testing plan.

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Next steps

3. Assist in detailed planning for implementation
   - Identify detailed implementation and operational requirements
   - Identify public notification needs and assist in developing plans for each participating Member Government
   - Develop recommendations for supplemental sampling and monitoring requirements

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Questions?
Additional Thoughts?

Thank You For Your Time!

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Table 1. Regional Total Coliform Rule Compliance (Percent Positive Samples)

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	0	0	0	0.6	0	0	0.6	ND	ND	0.4	ND	ND
Pinellas	0.5	1.9	1.0	0.5	0	0.5	3.4	0	2.6	0.5	0	0
Tampa	0	1.2	2.0	1.6	0.0	0.4	1.6	1.9	0.4	0	0	0
Pasco	0	0	0	0	0	0	0	0	0	0	0	0
NWHC	0.8	2.3	ND	ND	ND	ND	ND	0	1.6	3.0	1.6	0.8
SCHC	2.5	2.1	ND	ND	ND	ND	ND	2.6	3.0	3.5	1.1	0
NPR	0	0	0	0	0	0	0	0	0	0	0	0

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	0.5	0	0	0	1.1	0.5	1.6	0	0	1.06	0	0
Pinellas	0	0	0	0	1.4	0.5	0.5	0.5	0	0	0	0.47
Tampa	0	1.2	0.8	0	0.4	0.8	0	0.8	0	0.4	0.8	0
Pasco	0	0	0	0	0	0	0	0	0.7	0	0	0
NWHC	0.8	0.8	0	0	0	0.79	1.59	3.0	1.55	0.75	0.81	2.33
SCHC	0.5	0.6	1.1	0.99	5.97	2.08	4.35	6.10	2.09	0.55	1.08	0
NPR	0	0	0	0	0	0	0	0	0	0	0	0

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	0	0	0.5	0.5	0	0	0.5	0.5	0	0	1.08	0
Pinellas	0	0.9	0.5	0	0.5	0.5	0	0	0.5	0	0	0.5
Tampa	0.4	0	0.4	0	0	0.4	0.4	0.4	0.4	0	0	0
Pasco	0	0	0	0	0	0	0	0	0	0	0	2.4
NWHC	0	0	0	1.59	0.8	0.8	0	6.12	3.70	2.33	3.10	0.55
SCHC	0.55	1.59	0.55	2.08	1.08	1.08	0	1.59	1.59	1.08	0.81	0
NPR	0	0	0	0	0	0	4.3	0	0	0	0	0

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	0											
Pinellas	0.47											
Tampa	0											
Pasco	0											
NWHC	0											
SCHC	0											
NPR	0											

Table 2. Customer Water Quality Complaints by Member Government (Data NOT normalized for population served)

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	13	22	27	26	37	32	32	36	16	28	20	27
Pinellas	18	17	ND	20	34	31	9	22	27	35	29	18
Tampa	76	23	27	45	39	24	26	38	27	56	42	33
Pasco	22	13	8	8	8	9	9	9	10	18	21	9
NWHC	23	34	32	19	29	25	23	19	27	21	27	25
SCHC	71	50	76	50	46	72	23	97	54	91	62	49
NPR	2	0	0	4	1	4	1	1	2	4	2	4

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	35	30	33	32	30	26	36	31	22	42	29	30
Pinellas	23	26	22	32	33	32	27	30	32	55	40	34
Tampa	46	59	47	28	36	36	26	51	30	30	73	17
Pasco	17	8	8	5	8	16	7	5	16	22	7	14
NWHC	27	21	21	24	13	21	18	18	19	16	17	16
SCHC	37	57	67	71	70	122	101	45	62	67	50	49
NPR	4	1	0	6	2	2	1	4	0	3	3	1

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	47	42	42	27	32	49	45	51	50	62	55	42
Pinellas	58	45	45	43	50	58	42	37	64	63	62	46
Tampa	27	22	25	22	21	15	30	44	33	35	25	33
Pasco	3	11	18	8	7	4	16	12	13	13	8	1
NWHC	17	13	17	77	52	37	29	29	19	25	14	75
SCHC	46	68	57	51	70	71	63	70	64	49	21	52
NPR	3	0	4	2	1	0	0	4	0	3	3	5

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	54											
Pinellas	29											
Tampa	34											
Pasco	19											
NWHC	20											
SCHC	47											
NPR	1											

Table 3. Distribution System Flushed Water (Reported in MG per Month)
(Data NOT normalized for production)

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	25.8	20.3	27.8	22.5	37.8	38.1	41.1	30.9	16.7	6.8	6.1	7.4
Pinellas	8.8	7.8	8.6	12.2	15	15.9	9.8	12.2	13	15.5	6	7.4
Tampa	4.4	4.7	3.9	6.7	2.9	5.2	16.9	4.8	1.9	3.2	5.5	15.9
Pasco	59.6	44.9	44.8	54.9	47.9	55.2	45.8	47	45.7	65.7	44.4	46.3
NWHC	13.7	12.4	ND	9.5	9.6	9.4	10.5	12.1	13.1	13.8	3.7	6.8
SCHC	9.8	10.6	ND	12.3	11.5	12.1	17.8	15.7	18.4	18.8	9.1	15.1
NPR	0.78	0.78	0.78	0.78	0.78	0.78	0.79	0.79	0.79	0.79	0.79	0.79

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	10.3	9.7	11.7	7.2	9.7	10.3	13.7	9.4	2.7	2.1	3.5	5.7
Pinellas	7.0	7.1	8.7	9.8	12.9	9.5	12.5	7.1	16.2	18	8.1	9.0
Tampa	8.2	111	1.3	2.3	2.2	0.95	98.2	115	5	4.6	5.5	11
Pasco	43.4	32.3	39.1	31	36.1	47.1	67.7	77.8	70.9	73.6	60.3	60.6
NWHC	8.9	8.6	6.6	8.2	7.7	8.9	13.7	9.8	19.6	12.5	7.8	9.1
SCHC	10.1	9.6	11.5	18.1	10.2	10.4	17.5	18.6	14.7	17.9	21.5	16.3
NPR	ND	0.78	0.78	0.78	0.78	0.78	0.78	0.78	0.78	1.06	1.57	0.12

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	9.43	4.84	7.4	5.81	7.65	10.7	6.25	5.21	4.49	5.78	7.7	6.89
Pinellas	10.7	13.9	14	19.3	23.6	12.6	15.6	19.3	23.9	17.3	10.4	10.7
Tampa	16.9	15	11.1	7.47	7.96	11.3	24.5	19.5	8.0	7.1	4.24	4.18
Pasco	69.4	38.1	32.7	30.7	39.1	38.6	39.2	48.5	52.4	62.0	46.5	46.5
NWHC	8.44	6.85	9.36	12.44	10.3	6.29	9.09	12.5	16.8	12.6	8.76	11.3
SCHC	11.6	16.2	39.9	20.2	18.3	18.3	20.5	7.44	14.1	31.7	8.65	9.89
NPR	0.78	0.78	0.92	0.85	0.91	0.98	0.92	1.2	0.85	0.92	0.85	0.92

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
St. Pete	7.8											
Pinellas	10.5											
Tampa	3.1											
Pasco	42.8											
NWHC	10.7											
SCHC	15.9											
NPR	0.84											

Water Quality Update

Agenda Item J.3

March 15, 2021

Stephen Fleischacker
Water Quality Services Senior Manager
Tampa Bay Water

TAMPA BAY WATER
Supplying Water To The Region

Water Quality Update

- Water Quality Compliance
- Regional Water Quality Study
- Regional Chlorine Maintenance Evaluation
- Northwest Transmission Mains - Chloramine Residual Improvements



TAMPA BAY WATER
Supplying Water To The Region

Water Quality Compliance

- Consumer Confidence Report
- Meet or better than federal and state drinking water requirements
  - Safe Drinking Water Act National Drinking Water Standards
  - 62-550, Florida Administrative Code



Regional Water Quality Study

Tampa Bay Water has been evaluating ways to enhance water quality

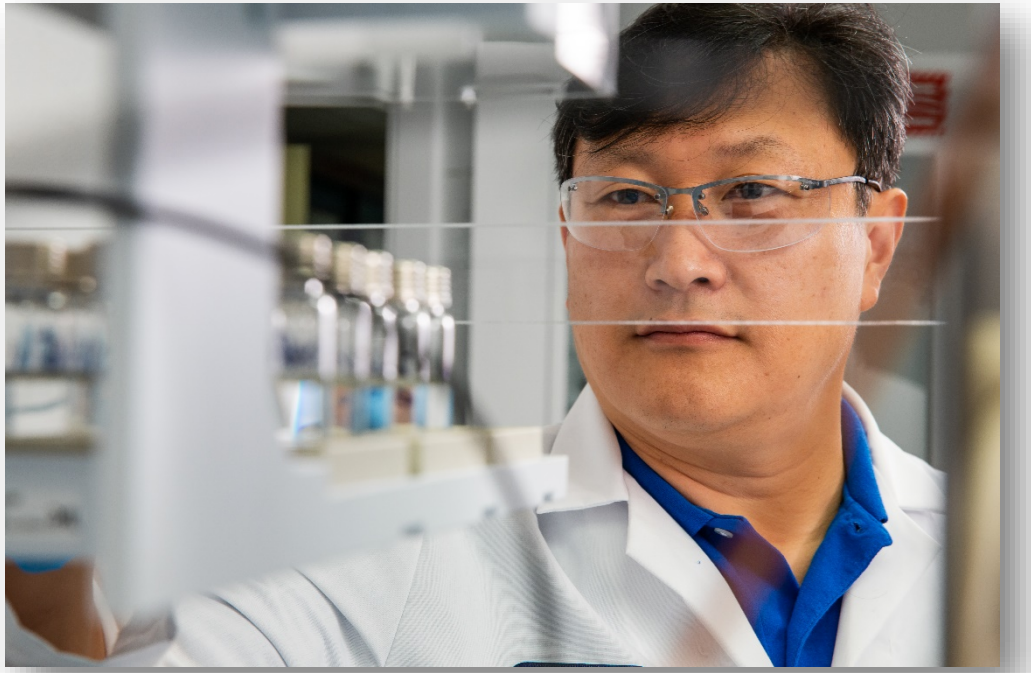
- Reduce total organic carbon, sulfides, color and other parameters
- Maximize disinfection and minimize disinfection byproducts
- Install new water treatment processes at multiple locations
- Treatability studies, refine cost estimates, prepare implementation plans

Regional Water Quality Study

- Carollo Engineers begins work in September 2020
  - Task 1 - Supplemental Characterization Studies
  - Task 2 - Update Water Quality Blending Tool
  - Task 3 - Desktop Validation and Treatability Testing
- Technical work to be completed in March 2022
- Implementation plans to be reviewed from March-June 2022

Regional Chlorine Maintenance Evaluation

- Tampa Bay Water is evaluating periodic use of free chlorine to:
  - Maximize disinfection effectiveness
  - Minimize disinfection byproducts
  - Reduce flushing volumes in member distribution systems
- Arcadis performing this study



Regional Chlorine Maintenance Evaluation

- Highly-interactive evaluation with member governments
  - Detailed analysis of member government distribution systems
  - Water Quality Working Group meetings
- All tasks were completed in February 2021
- Final report with recommendations was issued in March 2021

Northwest Service Area Chloramine Residual Improvements

- Members reported lower-than-typical chloramines at times
- Concern for nitrification, accelerated chloramine decay, and increased flushing
- Investigation to identify root cause and potential remedies



Questions

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM K.1

DATE: February 24, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: 2020 Management and Performance Audit Recommendations Tracking and Reporting Plan - *Receive Report*

SUMMARY

The 2020 Management and Performance Audit report included 38 main recommendations with sub-parts, which can be broken into two types of recommendations: strategy related and task-related. Staff identified 21 strategy related recommendations to be evaluated in the strategic plan update process and 31 task-related recommendations. The progress on these task-related recommendations will be tracked and reported to the Board monthly.

SUGGESTED ACTION

Receive Report

COST/FUNDING SOURCE

Uniform Rate

DISCUSSION

The 2020 Management and Performance Audit report included 38 main recommendations with sub-parts, which can be broken into two types of recommendations: strategy related and task-related.

At the February 2021 Board meeting, the Board was presented the Agency's action plan for incorporating the strategy-related recommendations into the strategic plan update and creation of a performance measurement system. Staff has identified the following 21 strategy related recommendations to be evaluated in the strategic plan update process.

- Board focus on management progress toward achieving strategic goals
- Continually identify any instances where taking on unnecessary assignments or assignments that can be delegated
- Create a new strategic plan for the agency
- Develop a performance measurement system for the agency
- Adopt an agency wide continuous improvement program
- Evaluate data integration and data management capability and roles
- Develop a robust succession planning strategy
- Prioritize the implementation of the Environmental Management System (EMS)
- Inclusion of other mid-level managers in the structure supporting EMS
- Evaluate MAXIMO and implement improvements
- Evaluate re-implementation of the GIS integration with MAXIMO
- Enhance the Asset Management Program using ISO 55000 Standards
- Formalize a GIS integration plan into an enterprise GIS
- Implement the "One System/One Operation" unified approach for Operations and Maintenance
- Develop career ladder and on-the-job training program for operators
- Improve the delivery of the Agency's Capital Improvement Program
- Develop method to subject goods and services currently being outsourced to a rigorous (annual) cost/benefit analysis
- Subject the contracted operations and maintenance functions at the Surface Water Treatment Plant to rigorous business case analyses to determine if self-sourcing is a viable option
- Conduct a cost-benefit analysis of the Agency's outsourced General Counsel services
- Develop and evolve cybersecurity measures and protocols
- Implement recommendations from the EPIC – IT Strategic Plan

These strategy related recommendations will be reported to the Board periodically through updates on the Strategic Planning Process.

The 31 task-related recommendations in the 2020 Management and Performance Audit include:

- Institutionalize the periodic execution of Board retreats and workshops
- Consider the creation of a "Government Affairs" position
- Establish a clear purpose for the manager meetings
- Conduct mid-level manager survey regarding advancing Agency mission and potential areas of concern
- Periodically revisit the purpose, relevance, participants, frequency, and alignment with the strategic plan the Agency's cross-functional teams
- Create a mechanism to capture action items to incorporate into the strategic plan

- Public Affairs Division should prioritize the initiatives in the Employee Communication Plan
- Improve communications with Utility Directors
- Create a formal and documented succession plan
- Implement mechanisms to ensure compensation increases, performance ratings do not lead to gender or racial inequities
- Explore automating employee data transfer functions; evaluate potential solutions to track performance, compensation, and training information
- Establish a formal approach to track and monitor CPE and licensing within MUNIS or NEOGOV
- Complete Employee Handbook
- Develop a Job Description for General Manager position
- Use more appropriate methodology to analyze and interpret employee surveys - such as 7-point Likert scale
- Take actions to ensure fulfillment of the Planner/Scheduler responsibilities
- Consider engaging an independent consultant that specializes in electric utility bill reviews
- Limit the number of P-Cards to essential staff
- Use data analytics software to ensure that all employee purchases on a P-Card are for a valid business purpose
- Implement scheduled Munis Bid Management and Vendor Self Service modules within the Agency's financial system
- Add early payment discounts as part of the standard payment terms in procuring vendor contracts
- Develop a Formal Mechanism to Track Contractor's Performance
- Evaluate governance of information systems and technology; hire executive leader
- Evaluate inventory of custom applications versus off the shelf applications
- Continue developing rigorous Standard Operating Procedures around IT infrastructure and assets and consider hiring 3rd party to help with documentation
- Evaluate and document agency's Disaster Recovery Plan
- Measure total costs of operations, scalability, reliability, redundancy and security of locating primary and secondary servers into 3rd party Tier 4 hosted data centers
- Obtain Service Organization Control reports for IT service providers and review reports for internal controls
- Evaluate agency's telecom services
- Develop standard operating procedures to document federal, state and local grant cycles from pre-award to post-award
- Take specific actions and implement tracking process for 2020 Management and Performance audit recommendations

The progress on these task-related recommendations will be tracked and reported to the Board monthly. The attached monthly report includes the task description, status of the task (not yet started, in-progress, completed or not implementing), timing (estimated completion or completion date) and status notes or final outcome, for tasks completed.

BACKGROUND

At the August 2020 Board meeting, the Board was presented the results of the 2020 Management and Performance Audit performed by CliftonLarsonAllen, LLP, and management's initial response to the 38 main and sub-part audit recommendations. The Board instructed staff to come back with a plan for tracking and reporting on agency progress toward reviewing and implementing the audit recommendations. In February 2021, the Board was presented on follow-up activities from the Board's three workshops and response to the 2020 Management and Performance Audit recommendations, which included incorporating several strategy related recommendations into the strategic plan update process.

Attachment (1)

2020 Management and Performance Audit Task Report - March 2021
K.1 2020 Management & Performance Audit Recommendations Tracking & Reporting Plan Presentation

2020 Management & Performance Audit Tasks - Recommendation #	Status	Timing	Task Leader(s)	Status Notes/Final Outcome
Institutionalize the periodic execution of Board retreats and workshops - 1	Completed	12/14/20	Michelle Stom	Held three Board workshops, conducted SWOT analysis and identified key areas for consideration in strategic planning, presented report to Board December 2020 (G2); annual board workshops will be scheduled to review agency strategic and tactical plans once the current strategic plan update is completed.
Consider the creation of a "Government Affairs" position - 2	In-Progress	Oct-21	Michelle Stom	New Staff Position requested in FY22 Budget
Establish a clear purpose for the manager meetings - 2	In-Progress	May-21	Executive Team	Through the agency strategic planning process, a Core Planning Team will be created - this team will eventually transition to the Strategic Leadership Team and will met quarterly with a defined agenda to track the progress of the plan; in addition, the Executive Team is currently working on a schedule and agendas for full management team meetings to focus on training, employee relations, performance measurement, etc.
Conduct mid-level manager survey regarding advancing Agency mission and potential areas of concern - 2	Not Yet Started	Aug-21	Executive Team	On hold pending completion of strategic plan update.
Periodically revisit the purpose, relevance, participants, frequency, and alignment with the strategic plan of the Agency's cross-functional teams - 3	Not Yet Started	Jul-21	Executive Team	On hold pending completion of strategic plan update.
Create a mechanism to capture action items to incorporate into the strategic plan - 3	Not Yet Started	Dec-21	Executive Team	On hold pending completion of strategic plan update.
Public Affairs Division should prioritize the initiatives in the Employee Communication Plan - 4	In-Progress	Feb-22	Michelle Stom Brandon Moore	Current Employee Communications Plan being reviewed and prioritized - completion estimated for end of March 2021; Revised Employee Communications Plan will be completed following the public opinion survey, communications recommendations and update to Agency Umbrellas Communications Plan at the end of 2021/early 2022.
Improve communications with Utility Directors - 5	In-Progress	4/1/21	Chuck Carden Ken Herd	Quarterly Utiilty Director meetings that include both draft agendas and draft meeitng summaries for review and input from the Member Governments before finalizing. At the August 4, 2020 Utitility Director meeting, staff sought feedback on specific opportunities to improve communications with the group. The Utiility Directors requested Board agenda items be provided and discussed with each member government in advance of board member briefings and for a central portal to access agendas, minutes and other materials from other Agency meetings where Member Government staff attend. Agency Board Agenda Page Turn meetings are now held with Utility Directors ten days prior to the Board meetings, to brief and discuss each agenda item. A Sharefile folder, for a central portal, has been created and is being implemented.
Create a formal and documented succession plan - 10	Completed	12/14/20	Robbie Kety	2020 Agency Succession Plan presented to Board December 2020 (G3)

2020 Management & Performance Audit Tasks - Recommendation #	Status	Timing	Task Leader(s)	Status Notes/Final Outcome
Implement mechanisms to ensure compensation increases, performance ratings do not lead to gender or racial inequities - 11	Completed	9/25/20	Robbie Kety Christina Sackett	Analytics of ratings by gender and race performed with FY20 Performance Evaluations & Merit Program
Explore automating employee data transfer functions/evaluate potential solutions to track performance, compensation and training information - 12	In-Progress	Oct-21	Robbie Kety	In 2018, the Agency commenced using NEOGOV as a recuitment platofrm. In 2020, the Agency contracted with NEOGOV for Perform and Onboard. The Agency plans to use NEOGOV for FY21 performance evaluations.
Establish a formal approach to track and monitor CPE and licensing within MUNIS or NEOGOV - 13	Not Yet Started	Sep-22	Robbie Kety Christina Sackett	Action Team met and decided that the following software should be investigated as to capacaity to track and monitor CPE and licensing : Munis, NEOGOV, Maximo, Skillport.
Complete Employee Handbook - 14	In-Progress	Jul-21	Robbie Kety	Employee Handbook- the draft Employee Handbook is being reviewed by employment counsel November 2020.
Develop a Job Description for General Manager position - 15	In-Progress	May-21	Robbie Kety Board	GM Job Description drafted as part of 2021 GM Recruitment
Use more appropriate methodology to analyze and interpret employee surveys - such as 7-point Likert scale - 16	Not Yet Started	Jun-21	Michelle Stom Robbie Kety	Next employee survey will be conducted in Summer 2021, scale will be revised prior to conducting the survey.
Take actions to ensure fulfillment of the Planner/Scheduler responsibilities - 20	In-Progress	May-21	Jack Thornburgh Robbie Kety	Job Decription finalized by Operation & Maintenance team and NEOGOV requisition approved 2/24/21 and posted 2/25/21.
Consider engaging an independent consultant that specializes in electric utility bill reviews - 22	Not Implementing	N/A	Jack Thornburgh Ken Herd	The agency runs monthly audits on each bill to identify any issues upon receipt of the invoice. If issues are identified, staff follows up with energy provider to resolve issues. Annually, staff coordinates with three energy providers to determine if better tariffs can be applied to existing accounts/facilities. If energy provider proposes an alternative rate, staff analyzes the facility's planned operations for the next twelve months to evaluate if rate change will be beneficial.
Limit the number of P-Cards to essential staff - 23	Not Yet Started	Feb-22	Christina Sackett Teresa Collins	Agency will be participating in The National Association of Purchasing Card Profesionals (NAPCP) p-card versus purchase order cost analysis study to be completed by December 2021. This study along with NAPCP p-card best practices will help in evaluating the number of p-cards and determine the need for any additional standard operating procedures.
Use data analytics software to ensure that all employee purchases on a P-Card are for a valid business purpose - 23	Not Yet Started	Feb-22	Christina Sackett Teresa Collins	Currently all p-card transactions are reviewed for business purpose and budget by staff. Staff will discuss with the agency's p-card vendor, JPMorgan, what additional analytic capabilities are included with their program.m Staff has had preliminary discussions with other entities using p-cards regarding any data analytic software they use and the capabilities and costs. Generally, they are advising that this type of software is used when an entity has several thousand transactions a week. The agency currenlty has around 500 transactions a month.
Implement scheduled Munis Bid Management and Vendor Self Service modules within the Agency's financial system - 24	In-Progress	Dec-21	Christina Sackett Teresa Collins	Modules installed and Munis Test and Production environments, set-up has started but waiting on update with Tyler Technologies to complete. Staff is testing modules and developing processes and procedures.

2020 Management & Performance Audit Tasks - Recommendation #	Status	Timing	Task Leader(s)	Status Notes/Final Outcome
Add early payment discounts as part of the standard payment terms in procuring vendor contracts - 25	Not Yet Started	Sep-22	Christina Sackett Sandro Svrdlin	Staff will evaluate best practices for implementing early payment discounts and look into alternative payment methods to assist with quicker payments. A policy and procedure will be developed and payment terms will be updated to reflect any early payment discount terms in new contracts.
Develop a Formal Mechanism to Track Contractor's Performance - 26	Not Yet Started	Sep-22	Christina Sackett Teresa Collins	On hold, pending implementation of Munis Bid Management and Vendor Self-Service modules.
Evaluate governance of information systems and technology; hire executive leader - 28	In-Progress	Oct-21	Chuck Carden Robbie Kety	The agency is starting the process to define and recruit an executive-level position to lead the Information Technology Department.
Evaluate inventory of custom applications versus off the shelf applications - 29	In-Progress	Sep-21	Christina Sackett Nathan Sprunger	Over the past five years, custom applications have been reduced by 61%. Information is being gathered on the existing custom applications to review and conduct a cost-benefit analysis to determine future of application (taken offline, changed to an off-the-shelf program or continue in-house. A standard operating procedure will be developed to evaluate custom applications on a biennial basis.
Continue developing rigorous Standard Operating Procedures (SOPs) around IT infrastructure and assets. Consider hiring 3rd party to help with documentation - 30	In-Progress	Sep-21	Christina Sackett Patrick Norton	Some IT SOPs have been developed for review, have contracted IT technical writer for assistance.
Evaluate and document agency's Disaster Recovery Plan - 31	In-Progress	Jun-21	Christina Sackett Nathan Sprunger	IT contracted technical writer for assistance with documentation.
Measure total costs of operations, scalability, reliability, redundancy and security of locating primary and secondary servers into 3rd party Tier 4 hosted data centers - 32	In-Progress	Dec-21	Christina Sackett Bruce Pacheco	Looking for suitable location and identifying hardware that will be used at the co-location, also working on procurement mechanism for location rental.
Obtain Service Organization Control (SOC) reports for IT service providers and review reports for internal controls - 34	Not Yet Started	Jun-22	Christina Sackett Nathan Sprunger	A process for obtaining SOC reports will be developed and different products will be evaluated to achieve a comprehensive secure supply chain program.
Evaluate agency's telecom services - 36	In-Progress	Sep-21	Christina Sackett Bruce Pacheco	911 issue resolved, identifying and evaluating a hosted product.
Develop standard operating procedures to document federal, state and local grant cycles from pre-award to post-award - 37	In-Progress	Jul-21	Michelle Stom Christina Sackett Ken Herd	The Planning & Projects department is currently documenting the process and creating standard operating procedures to follow for District, state and federal grants and co-funding.
Take specific actions and implement tracking process for 2020 Management and Performance audit recommendations - 38	In-Progress	Mar-21/Jan-22	Christina Sackett Michelle Stom	Tasks will be tracked by the Chief Financial Officer and will be reported to the board on monthly agendas; Strategy related recommendations will be evaluated through the strategic plan and, where applicable, will be incorporated into the plan and tracked and reported through the agency performance measurement system that will be subsequently created.

2020 Management & Performance Audit Recommendations Tracking & Reporting Plan

Item K.1

March 15, 2021

Christina Sackett
Chief Financial Officer
Tampa Bay Water

TAMPA BAY WATER
Supplying Water To The Region

2020 Management & Performance Audit Recommendations

Task-related - 31

Monthly board report



Strategy related - 21

Strategic plan process

Monthly Board Tracking Report

Task Description	Status	Timing	Task Leader(s)	Status Notes/Final Outcome
Create a formal and documented succession plan	Completed	December 2020	Robbie Kety	2020 Agency Succession Plan presented to board in December 2020 (G3)
Evaluate and document agency's IT Disaster Recovery Plan	In-progress	June 2021	Christina Sackett Nathan Sprunger	IT contracted technical writer for assistance with documentation
Consider the creation of a "Government Affairs" position	In-progress	October 2021	Michelle Stom	New staff position requested in Fiscal Year 2022 Budget
Develop a formal mechanism to track contractor's performance	Not yet started	September 2022	Christina Sackett Teresa Collins	On hold, pending implementation of Munis Bid Management and Vendor Self Service modules

Questions

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM L.1

DATE: March 1, 2021

TO: Board of Directors

FROM: Commissioner Dave Eggers, Chairman

SUBJECT: General Counsel Contract Amendment - *Approve*

SUMMARY

Tampa Bay Water's contract for General Counsel services is due to expire on April 30, 2021. The law firm of Conn & Buenaventura, P.A. has served as General Counsel by contract since May 1, 2012, with no increase in the monthly retainer.

SUGGESTED ACTION

Approve a new contract with Conn & Buenaventura, P.A. for General Counsel services for a two-year term with a monthly retainer of $18,000.

COST/FUNDING SOURCE

Uniform Rate

DISCUSSION

Tampa Bay Water's current contract with Conn & Buenaventura, P.A. for General Counsel services is due to expire on April 30, 2021. Conn & Buenaventura, P.A. has served as the agency's General Counsel by contract since May 1, 2012. Legal services are exempt from competitive procurement requirements pursuant to Section 287.057(3)(e)4., F.S. Given that the agency is currently embarking on recruiting efforts for a new General Manager, I recommend that Tampa Bay Water enter into a new contract with Conn & Buenaventura, P.A. for a two-year term (May 1, 2021-April 30, 2023) with a monthly retainer of $18,000.00. This represents an increase of approximately 10%. The proposed contract provides that either party may terminate the contract with 60 days notice, a reduction from the

current requirement of 90 days notice. In all other respects, the attached proposed contract is the same as the current contract.

During the nearly nine year period of Conn & Buenaventura, P.A.'s service as General Counsel, there has been no increase in the monthly retainer of $16,250.00. The contract is premised on the expectation that the time commitment would be approximately 80 hours per month. The hours worked have increased over time and in the last three years, the firm has spent an average of approximately 92 hours per month, approximately 15% higher than the parties anticipated.

Attachment (1)

General Counsel Contract May 1 2021 - April 30 2023.pdf

GENERAL COUNSEL SERVICES CONTRACT BETWEEN TAMPA BAY WATER, A REGIONAL WATER SUPPLY AUTHORITY, AND CONN & BUENAVENTURA, P. A.

THIS CONTRACT, is entered into this ____ day of _____, 2021 by and between TAMPA BAY WATER, A REGIONAL WATER SUPPLY AUTHORITY, an interlocal governmental agency of the State of Florida created and existing pursuant to Sections 373.713, 373.715 and 163.01, Florida Statutes, acting by and through its Board of Directors, the governing board thereof ("TAMPA BAY WATER"), and Conn & Buenaventura, P.A. ("LAW FIRM").

1. **PURPOSE AND SCOPE OF SERVICE.** The LAW FIRM has been appointed by the Board of Directors of TAMPA BAY WATER to act as the General Counsel to TAMPA BAY WATER in accordance with Section 2.07(F) of the Amended and Restated Interlocal Agreement reorganizing the West Coast Regional Water Supply Authority. TAMPA BAY WATER hereby retains the LAW FIRM to provide General Counsel legal services to TAMPA BAY WATER in accordance with the Scope of Services set forth herein.

2. **EFFECTIVENESS AND DURATION.**

2.1 This Contract shall take effect on May 1, 2021, and continue in effect through April 30, 2023, unless terminated earlier in accordance with Section 2.2, below.

2.2 This Contract may be terminated by any party upon sixty (60) days written notice to the other parties, and shall be automatically terminated upon the dissolution of either TAMPA BAY WATER or the LAW FIRM. In the event this Contract is terminated by TAMPA BAY WATER or upon TAMPA BAY WATER'S dissolution, the LAW FIRM shall be entitled

to payment of compensation and authorized expenses owing to the LAW FIRM prior to the date of termination. Upon termination of this Contract, the LAW FIRM shall deliver to TAMPA BAY WATER'S Records Manager all documents, opinions, written research and other material created or prepared by the LAW FIRM by virtue of its representation of TAMPA BAY WATER pursuant to this Contract.

2.3 Termination of this Contract shall be without prejudice to any other right or remedy available to the parties and to any obligation which shall have accrued prior to termination.

3. **PROVISION OF LEGAL SERVICES.**

3.1 The LAW FIRM shall provide General Counsel legal services to TAMPA BAY WATER under this Contract, in accordance with the Scope of Services attached hereto as Exhibit A. The LAW FIRM shall ensure that service is rendered promptly and efficiency. The LAW FIRM shall be the exclusive General Counsel to TAMPA BAY WATER in all legal matters except as specifically set forth in Exhibit A.

3.2 Barrie S. Buenaventura of the LAW FIRM is designated as General Counsel. While the attorney designated herein shall serve as General Counsel and be responsible for providing the legal services under this Contract, Donald D. Conn and other attorneys in the LAW FIRM designated by the General Counsel may assist in fulfilling the duties of General Counsel.

3.3 The LAW FIRM shall identify for TAMPA BAY WATER'S General Manager the attorneys, paralegals, legal assistants, law clerks and other legal personnel assigned to handle TAMPA BAY WATER matters. The LAW FIRM shall obtain the written approval of the General Manager before substituting any of the services, responsibilities, assignments, tasks

and/or projects required pursuant to this Contract to any other attorney(s), law firm(s), or other legal consultation sources.

3.4 One copy of all correspondence, pleadings and other documents prepared or received by the LAW FIRM in carrying out assignments on behalf of TAMPA BAY WATER shall be sent to TAMPA BAY WATER'S Records Manager. Electronic copies of documents submitted by the LAW FIRM to TAMPA BAY WATER by e-mail or facsimile transmission shall not be followed by the delivery of a printed paper copy by U.S. Mail, an express delivery service or courier service, unless requested by TAMPA BAY WATER'S General Manager. Whenever possible, the LAW FIRM shall use the U.S. Mail when providing printed documents to TAMPA BAY WATER.

4. **COMPENSATION.**

4.1 TAMPA BAY WATER shall pay the LAW FIRM the sum of $18,000.00 per month as a fixed retainer fee payable throughout the term of this Contract, unless otherwise agreed to by the parties. Except as provided below, the retainer fee shall compensate the LAW FIRM for all the General Counsel legal services set forth in Exhibit A, including all work performed by the LAW FIRM'S support staff (including associate attorneys, law clerks, paralegals and secretaries) in relation to said services.

4.2 TAMPA BAY WATER shall reimburse the LAW FIRM for all actual and reasonable costs and expenses.

4.3 The fixed retainer fee set forth above may be modified from time to time as mutually agreed to in writing by the parties.

4.4 Any legal services provided by the LAW FIRM that exceed the Scope of Services set forth in Exhibit A shall be compensated only pursuant to a separate work order

authorized by the Board of Directors and approved by the General Manager at a fee schedule to be negotiated.

5. **BILLING.** The LAW FIRM shall present monthly invoices to TAMPA BAY WATER for legal services and the reimbursement of actual costs and expenses. Invoices shall be clearly designated as to the assignments being performed and shall indicate the time spent on each task relating to the assignment. The LAW FIRM shall be responsible for sending the invoices with supporting documentation to TAMPA BAY WATER. Invoices and supporting documentation shall be sent to General Manager, Tampa Bay Water, 2575 Enterprise Road, Clearwater, Florida 33763.

6. **EMPLOYMENT RELATIONSHIP OF THE PARTIES.** The performance by the LAW FIRM of the legal services specified herein shall be as an independent contractor and the LAW FIRM and its personnel shall not be considered employees of TAMPA BAY WATER for any purpose. The LAW FIRM shall comply with all federal, state, regional and local laws, regulations or ordinances required of attorneys performing the legal services contemplated under this Contract. The LAW FIRM is responsible for paying all income taxes and TAMPA BAY WATER shall not be responsible for collecting and/or paying withholding, FUTA, FICA or any other federal or state tax.

7. **CONFIDENTIALITY AND CONFLICT OF INTEREST.** The LAW FIRM shall be bound by and follow the Rules of Professional Conduct of the Florida Bar for resolving all questions of confidentiality, conflicts of interest and the LAW FIRM'S relationship to TAMPA BAY WATER. The LAW FIRM shall notify the Board of any conflict of interest in representing TAMPA BAY WATER and shall endeavor to avoid situations that may result in a perception of a conflict of interest. In any matter in which the Board determines that a conflict

of interest, real or perceived, exists on the part of the LAW FIRM, or if, in the determination of the Board, the LAW FIRM has an adversarial relationship with any party involved in a legal matter of TAMPA BAY WATER, the Board shall have the right to engage an attorney-at-law not associated with the LAW FIRM to represent TAMPA BAY WATER on that matter. This will be done with written notification by the Board to the LAW FIRM.

8. **PUBLIC RECORDS.** The LAW FIRM understands and acknowledges that all records of the LAW FIRM relating to work performed by the LAW FIRM on behalf of TAMPA BAY WATER are subject to the provisions of Chapter 119, Florida Statutes.

9. **NOTICES.** Any and all notices, designations, consents, offers, acceptances, or any other communications provided for herein shall be given in writing by U.S. Mail. All notices to TAMPA BAY WATER shall be given to General Manager, Tampa Bay Water, 2575 Enterprise Road, Clearwater, Florida 33763, or such other address as may from time to time be designated in writing by TAMPA BAY WATER'S Board of Directors. All notices to the LAW FIRM shall be given to Barrie S. Buenaventura, Conn & Buenaventura, P.A., 4830 West Kennedy Boulevard, Suite 600, Tampa, FL 33609, or such other address as may from time to time be designated in writing, and via email to barrie@cbflalaw.com.

10. INDEMNIFICATION OF TAMPA BAY WATER.

10.1 The LAW FIRM shall indemnify and save harmless and defend TAMPA BAY WATER, its officers, agents, and employees from and against any claim, demand or cause of action of whatsoever kind or nature proximately arising out of error, omission, or any tortious act, whether intentional or negligent, of the LAW FIRM, its officers, agents, subcontractors or employees or any like person or entity in the performance of services under this Contract.

10.2 The LAW FIRM shall require all subcontractors to enter an agreement

containing the provisions set forth in the preceding subsection, in which agreement the subcontractor(s) fully indemnifies TAMPA BAY WATER in accordance with this Contract.

10.3 The LAW FIRM hereby acknowledges and expressly agrees that the compensation to be paid to the LAW FIRM by TAMPA BAY WATER pursuant to this Contract specifically includes compensation as consideration for the indemnification provided herein.

11. INSURANCE.

11.1 The LAW FIRM shall provide, pay for, and maintain in force at all times during the term of this Contract, such insurance, including Worker's Compensation Insurance and professional liability insurance which will provide to TAMPA BAY WATER the protection contained in the foregoing Indemnification section (Section 10).

11.2 Such policy or policies shall be issued by a company or companies authorized to do business in the State of Florida. All policies required to be carried pursuant to this Section shall provide coverage for any and all claims based on the actions of the LAW FIRM in performing their services under this Contract. Any professional liability policy or policies shall, as a minimum, carry limits of at least two million dollars ($2,000,000).

11.3 Prior to the commencement of work hereunder, the LAW FIRM shall furnish to TAMPA BAY WATER a certificate or written statement of the above-required insurance. TAMPA BAY WATER reserves the right to require a copy of such policy or policies upon request.

11.4 The maintenance of the insurance coverage set forth herein shall not be construed to limit the LAW FIRM's liability under the provisions of the indemnification clause.

12. ALTERNATIVE DISPUTE RESOLUTION.

12.1 In the event of any dispute arising under this Contract, the parties agree to

exhaust TAMPA BAY WATER'S administrative dispute resolution procedures prior to filing suit or otherwise pursuing legal remedies.

12.2 The LAW FIRM agrees that it will file no suit or otherwise pursue legal remedies based on facts or evidentiary materials that were not presented for consideration in TAMPA BAY WATER administrative dispute resolution procedures set forth in subsection 12.1 above, of which the LAW FIRM had knowledge and failed to present during TAMPA BAY WATER administrative dispute resolution process.

12.3 In the event that TAMPA BAY WATER administrative dispute resolution procedures are exhausted and a suit is filed or legal remedies are otherwise pursued, the parties shall exercise best efforts to resolve disputes through voluntary mediation. Mediator selection and the procedures to be employed in voluntary mediation shall be mutually acceptable to the parties. Costs of voluntary mediation shall be shared equally among the parties participating in the mediation.

13. **AMENDMENTS.** This Contract may be amended or modified by mutual agreement of the parties. No amendment or modification shall be valid unless in writing and executed by the parties.

14. **FLORIDA LAW.** The laws of the State of Florida shall apply and bind the parties in any and all questions arising hereunder, regardless of the jurisdiction in which any action or proceeding may be initiated or maintained.

15. **CAPTIONS.** Captions contained in this Contract are inserted only as a matter of convenience and in no way define, extend or describe the scope of this Contract or the intent of any provision hereof.

16. **DISCRIMINATION.** The LAW FIRM assures TAMPA BAY WATER it is in

compliance with Title VII of the 1964 Civil Rights Act, as amended, and the Florida Human Rights Act of 1977 in that the LAW FIRM does not, on the grounds of race, color, national origin, religion, sex, age, handicap or marital status discriminate in any form or manner against the LAW FIRM's employees or applicants for employment. The LAW FIRM understands and agrees this Contract is conditioned upon the veracity of this Statement of Assurances. Other applicable Federal and State laws, executive orders and regulations prohibiting the type of discrimination as hereinabove delineated are included by this reference thereto. This Statement of Assurance shall be interpreted to include Vietnam Era Veterans and Handicapped persons within its protective range of applicability.

17. **LAW FIRM'S LIEN.** The LAW FIRM expressly waives all general, possessory, retaining or special liens, recognized under Florida Law. Upon termination of this Contract, the LAW FIRM shall return to TAMPA BAY WATER any of its records, money or property in the LAW FIRM'S possession.

18. **ASSIGNMENT.** The LAW FIRM shall not assign this Contract, in whole or in part; provided, however, that the claim for money due or to become due to the LAW FIRM under this Contract may be assigned to a bank or other financial institution or to a Trustee in Bankruptcy. Notice of any such assignment or transfer shall be furnished promptly to TAMPA BAY WATER.

19. **VENUE.** The parties agree that venue lies in Pinellas County, Florida, for any action brought under the terms of, or to enforce, this Contract.

20. **ENTIRE AGREEMENT.** This Contract constitutes the entire agreement between the parties respecting the matters involved in this Contract.

IN WITNESS WHEREOF, TAMPA BAY WATER and the LAW FIRM have executed this Contract on the day, month and year first above written.

ATTEST:

Charles H. Carden
Interim General Manager

TAMPA BAY WATER, A REGIONAL WATER SUPPLY AUTHORITY

Sign: _____

Print: Dave Eggers

Title: Chairman

(SEAL)

APPROVED AS TO FORM:

_____
Barrie S. Buenaventura, General Counsel

WITNESSES:

CONN & BUENAVENTURA, P.A.

Sign:_____

By:_____
For the LAW FIRM

Print:_____

Print Name:_____

Sign:_____

Print:_____

EXHIBIT A

SCOPE OF SERVICES

In consideration for the fixed retainer fee, set forth in the Contract, the LAW FIRM shall perform the following specific General Counsel legal services:

A. Board

1. Attend all Regular and Special meetings of the Board, and all Work Sessions.

2. Attend briefings of any Board members in order to counsel the Board members on any legal matter which may come before the Board.

3. Prepare Board agenda items relating to legal matters.

4. Keep the Board informed of legislation or judicial opinions that may impact the Agency.

5. Provide interpretation of Agency governance documents to the Board as needed.

6. Assist the General Manager with the preparation of the annual budget for all legal services.

7. Provide legal counsel and guidance, including rendering of legal opinions, to the Board in reference to any matters that pertain to the official duties of the Board.

8. Act as liaison to legal counsel for Member Governments.

9. Oversee the activities of Special Counsel.

B. Staff

1. Provide legal assistance to the General Manager and Agency staff on routine matters relating to:

   (a) The acquisition or disposition of real property including, but not limited to, the preparation of deeds, leases, easements, and agreements;

   (b) Agency operations, including obtaining necessary permits from other governmental agencies and property access and related issues;

   (c) The procurement of goods and services, including the solicitation of bids and proposals, and the negotiation, drafting, approval, and interpretation of contracts;

(d) The informal resolution of bid protests and contract disputes;

(e) Grant funding;

(f) Agency liability;

(g) The preparation and interpretation of Agency policies;

(h) Public records requests;

(i) Agreements with member governments and other government entities;

(j) Interpretation of governance documents;

(k) Other routine matters requiring legal assistance as necessary.

"Routine matters" include all activities leading up to, but not including, the filing of civil and administrative litigation. These activities include but are not limited to:

- Drafting and review of documents
- Participating in meetings with staff and others as needed
- Handling telephonic and electronic communications as needed

2. Keep the General Manager and Agency staff informed of legislative and judicial developments that may impact the Agency.

3. Provide legal counsel, guidance and opinions to the General Manager and the Agency Staff in reference to the operations of the Agency.

4. Act as supervising attorney for Agency paralegals.

5. Maintain legal files and provide to the General Manager copies of all documents relating to matters the LAW FIRM is handling for the Agency (as well as the originals of certain appropriate documents). On a monthly basis, the LAW FIRM will provide a brief written report on the status of all matters that the LAW FIRM is directly handling or overseeing on behalf of the Agency.

C. Special Counsel Legal Services; Litigation and Legal Defense

1. From time to time, the Board may choose to engage the services of attorneys and law firms that provide certain specialized legal services more effectively than the LAW FIRM. The Board will do this under separate contracts with said attorneys and law firms ("Special Counsel"). Nevertheless, the LAW FIRM shall be responsible for overseeing the activities of the Special Counsel.

2. Except as expressly authorized by the Board, the LAW FIRM shall not provide litigation services to the Agency. Instead, the LAW FIRM shall work with and oversee the activities of the Special Counsel which has been contracted to provide such litigation services. Said Special Counsel shall have the responsibility for representing the Agency in any judicial or administrative proceedings.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM L.2

DATE: March 1, 2021

TO: Board of Directors

FROM: Charles H. Carden, Interim General Manager

SUBJECT: Member Government Report - City of New Port Richey - *Status Report*

SUMMARY

The City of New Port Richey utilities will provide an overview of their Utility system.

SUGGESTED ACTION

Receive Report

COST/FUNDING SOURCE

N/A

DISCUSSION

As requested by the board of directors, each member government utility will be given the opportunity to present on the status of their system and topics of interest at a Board Meeting.

L.2 - Member Government Presentation - New Port Richey Presentation

NEW PORT RICHEY

PUBLIC WORKS

March 15, 2021 Tampa Bay Water Board Meeting

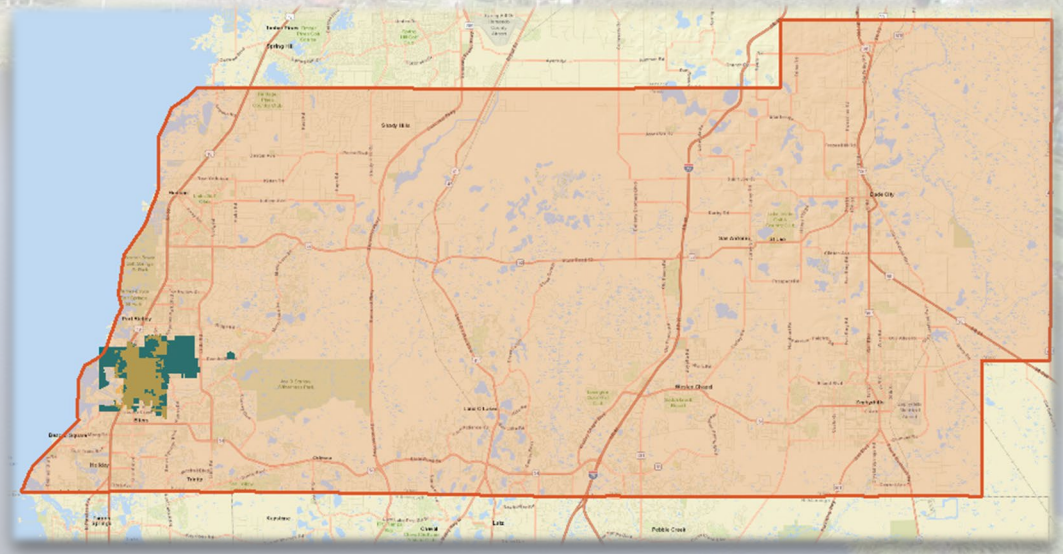
Utility System Overview

Robert M. Rivera, Public Works Director
Barret H. Doe, Assistant Public Works Director
Samantha Hamilton, GIS Technician

www.citynpr.org

PRESENTATION OUTLINE

- Potable Water System Overview
- Sanitary Sewer System Overview
- Reclaimed Water System Overview
- Current & Future Utility Projects



Public Works

www.citynpr.org

POTABLE WATER SYSTEM OVERVIEW

- Main Source - Starkey Wellfield
- (1) Water Treatment Plant
  (Maytum Water Treatment Plant)
- Average of 5.40mgd
- 3.4 MGD to City Customers
- 2 MGD to Regional System
- 139.56 Miles of Potable Water Mains
- 17,117 Service Connections
- Recently acquired (4) Private Utility Systems
  - Lakewood Villas, Barbara Ann Acres,
  - Silver Oaks Utilities, Orangewood Lakes Utilities
  - Approximately 1,004 customers



Public Works

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SANITARY SEWER SYSTEM OVERVIEW

- (1) C0-Owned Wastewater Treatment Plant
  - 60% City of New Port Richey / 40% Pasco County
- Average of 5.5mgd total flow into WWTP
- 74 Lift Stations
- 26.48 Miles of Sanitary Sewer Force Mains
- 83.30 Miles of Gravity Sewer Lines
- 14,229 Service Connections
- Recently Acquired (1) Utility with Sanitary Sewer
  - Orangewood Lakes Utilities
  - Approximately 364 Sewer Customers



Public Works

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RECLAIMED WATER SYSTEM OVERVIEW

- (1) 1 Reclamation Facility (WWTP)
- Capable of 5.0 - 5.5mgd of Reclaimed a Day
- 11.7 Miles of Reclaimed Transmission Lines
- 8.27 Miles of Reclaimed Distribution Lines
- 347 Service Connections



Public Works

www.citynpr.org

CURRENT UTILITY PROJECTS

Capital Improvement Program
Water, Sewer & Reclaimed Utility Projects
Fiscal Year 20/21

- ***Potable & Reclaimed Extensions – Misc. Projects***
  - **Engineering & Construction**
- ***Orangewood Lakes Water System Improvements***
  - **Engineering & Construction**
- ***Grand Blvd. Bridge Water & Sewer Upgrades***
  - **Engineering & Construction**
- ***Sewer Utility System Improvements***
  - **Engineering & Construction**
- ***Sewer System Extensions – Misc. Projects***
  - **Engineering & Construction**
- ***Orangewood Lakes Force-Main Interconnect Project***
  - **Engineering & Construction**
- ***Sewer Main & Manhole Lining Projects (Annual Program)***
  - ***Construction***

Public Works

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FUTURE UTILITY PROJECTS

Capital Improvement Program
Water, Sewer & Reclaimed Utility Projects
Fiscal Year 20/21 – Fiscal Year 24/25

- ***Grey Preserve Reclaimed Expansion***
  - ***Engineering – FY20/21***
  - ***Construction – FY20/21 – FY24/25***
- ***Potable Water & Reclaimed Water System Improvements***
  - ***Engineering & Construction – FY20/21 – FY24/25***
- ***Water Utility System Improvements***
  - ***Engineering & Construction – FY20/21 – FY24/25***
- ***Sewer Utility System Improvements***
  - ***Engineering & Construction – FY20/21 – FY24/25***
- ***Sewer Main & Manhole Lining Projects (Annual Program)***
  - ***Construction - FY20/21 – FY24/25***

Public Works

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CITY OF NEW PORT RICHEY

Thank you!
Questions?

Public Works

www.citynpr.org

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM L.3

DATE: March 4, 2021

TO: Board of Directors

FROM: Roberta Kety, Human Resources Director

SUBJECT: General Manager Recruitment - *Receive Report*

SUMMARY

The Human Resources Director will provide an update on the recruitment process for the agency general manager position.

SUGGESTED ACTION

Receive Report

COST/FUNDING SOURCE

N/A

DISCUSSION

The agency has started the process to recruit a new general manager. The Human Resources Director will provide an update on the process and schedule for the recruitment.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.1

DATE: February 24, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Roberta Kety, Human Resources Director

SUBJECT: Human Resources Activity Report for February 2021 - *Receive Report*

SUMMARY

The Human Resources Activity Report summarizes the key activities of the department for the month of February 2021.

SUGGESTED ACTION

COST/FUNDING SOURCE

N/A

DISCUSSION

The Human Resources Department is responsible for assisting the needs of the 155 full-time equivalent employee positions of Tampa Bay Water. In summary, the major activities and work effort of the Human Resources department included:

COVID-19 Response:

- Worked collaboratively with Executive Team and Senior staff on plans for the health and safety of all our employees.
- The Return to Work Protocol was updated.

- Monitored the Centers for Disease Control and Prevention (CDC), County, State and Federal Health officials for updates, recommendations, and trends.
- Drafted proposal for an extension of COVID-19 Emergency Sick Leave policy retroactive to January 1, 2021 through June 30, 2021. COVID -19 Emergency Paid Sick Leave Extension policy updated.

Recruitment and Selection:

- A Request for Proposal for "Executive Search Firm: General Manager (Chief Executive Officer)" was posted on DemandStar. The submittals are due March 3, 2021 by 3:00 p.m.
- Ongoing recruitment for:
    - Electrician (2), Engineer II, Staff Assistant, Surveyor I, Water Plant Operator (2) and Planning Project Manager II
- Currently vacant: Operations Manager, GIS Administrator, Maintenance Planner & Scheduler, and Regulatory Compliance Engineer.

Workers Compensation:

- Reviewed Workers Compensation cases to ensure best care and return to work strategies.
- Participated in monthly Safety Team Meetings and continued to meet with Safety Services Manager on monthly basis.
- Preformed routine benefits administration activities and issues.
- Processed Family Medical Leave applications.

Performance Evaluation and Management:

- Prepared evaluations for employees who had completed six (6) month probationary period.

Training and Development:

- Met with Training Coordination Team and continued to review and adjust the Training Needs Matrix.

Pay and Classifications:

- Updated and amended job descriptions on an as-needed basis.

Employee Relations:

- Conducted meetings with employees who have a variety of issues, such as: illness, family illness, FMLA, worker's compensation, retirement questions, stress, supervisor-employee issues, etc.
- Employment Counsel is reviewing the draft Employee Handbook.
- Continued roll-out of new uniforms for field staff.
- Scheduled One Blood - Blood Drives at Clearwater and Cypress Creek locations.

Employee Appreciation Team:

The Employee Appreciation Team assists in the development and implementation of programs and

events that:

- Help to ensure employees are committed to the agency's mission and vision.
- Ensure employees are recognized for their work and professional achievements.
- Provide opportunities for all employee to connect on a regular basis.

Tampa Bay Water's Employee Appreciation Team is running the Transformation Challenge (formally Fitness Challenge). Consisting of the High Stepper challenge, the Biggest Loser team competition and The Action Hero Challenge.

The Employee Appreciation Team also created a Super Bowl 2021 predictions game on SurveyMonkey.

The Employee Appreciation Team also prepared for Employee Appreciation Day on March 5, 2021.

Recordkeeping of all Personnel Data:

- Human Resources continues to safeguard and maintain all employee personnel data and maintain all documentation required for compliance purposes. Human Resources (Skillsoft) serves as the Agency's centralized record keeper for training records.
- Participated in monthly Equal Employment Opportunity Gender reporting.
- Confidential advice to internal "customers" in relation to questions, issues or problems at work and/or at home – Human Resources offers confidential coaching and counseling to employees and managers on an as-needed basis for work related concerns. Spoke with several employees regarding the Family Medical Leave Act. Ongoing process.
- Made a few informal referrals to our Employee Assistance Program (EAP).

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.2

DATE: March 1, 2021

TO: Board of Directors

FROM: Barrie Buenaventura, General Counsel

SUBJECT: Legal Services Activity Report for February 2021 - *Receive Report*

SUMMARY

The General Counsel Activity Report summarizes the major activities and work effort of the General Counsel and provides an update on the status of ongoing litigation and any other matters being handled by Special Counsel.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

Uniform Rate

DISCUSSION

The General Counsel provides legal services to the Board and agency staff and manages Special Counsel in their representation of Tampa Bay Water. During February 2021, the major activities and work effort for legal services included:

Board of Directors

- Attended the February Board meeting and advance briefings with Board members.
- Facilities and Property
- Reviewed documents for, and advised agency staff regarding, real estate matters.
- Working with staff on property acquisition issues related to the SHARP test well site and

production well sites.
- Working with staff on property acquisition issues related to access and electric utility easements for the Eldridge-Wilde Wellfield.

Contracts and Procurement

- Reviewed contracts and contract amendments for commodities, construction, grants and professional services.
- Advised staff on ongoing procurement matters and assisted with bid review and contract negotiation.
- Working with staff on request from desalination plant operator to consider operator's potential change in ownership structure, including review of proposed letter of credit and developing MOU with operator.

Science and Technology

- Working with Special Counsel and staff on PFAS matter
- Participated in discussion with City of Tampa and Tampa Bay Water staff regarding Tampa's PURE concept.

Coordination with Agency Management

- Participated in weekly meetings with the Interim General Manager and Officers.

Litigation

Ruben Bazarte, Jr. v. Hillsborough County and Tampa Bay Water , Case No. 2018-275, Hillsborough County Circuit Court, Civil Division

Counsel: David Smith and Julia Mandell, Gray Robinson Law Firm

Issue: Complaint for damages based on allegations that Plaintiff's drinking water was contaminated with reclaimed water and wastewater. The Amended Complaint includes counts against Tampa Bay Water for negligence; violating the Safe Drinking Water Act; product liability; and breach of warranty.

Status: Tampa Bay Water's insurer is providing a defense to the lawsuit. Discovery is ongoing.

Tampa Bay Water v. E.I. Dupont de Nemours and Company , et al. Case No. 2:20-cv-1867 RMG, United States District Court for the District of South Carolina, Charleston Division

Counsel: Frazer PLC, Napoli Shkolnik, PLLC, Ventura Law, and Frank Charles Miranda, P.A.

Issue: Complaint for damages pertaining to PFAS and related compounds including counts for strict liability, failure to warn, design defect, negligence, private nuisance, public nuisance, and fraudulent conveyance.

Status: Complaint filed May 14, 2020

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.3

DATE: February 26, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Michelle Stom, Chief Communications Officer

SUBJECT: Public Affairs Activity Report - February 2021 - *Receive Report*

SUMMARY

The Public Affairs activity report summarizes the key activities for communications, planning and outreach, and government affairs for February 2021.

SUGGESTED ACTION

Receive Report

COST/FUNDING SOURCE

N/A

DISCUSSION

The Public Affairs division develops and executes strategic initiatives to advocate for the agency and its members; builds and maintains the agency reputation; provides education, information and outreach on agency projects, programs and policies to stakeholders; and develops and implements critical water supply plans. Division responsibilities include public communications, outreach and education, and grant funding and government affairs. For February 2021, Public Affairs:

- In partnership with the Southwest Florida Water Management District, continued outreach campaign to celebrate Tampa Bay Water's successful environmental recovery efforts for northern

Tampa Bay lakes and wetlands.
- Kicked off the agency strategic planning and performance measurement process in coordination with WSP USA, Inc.
- With Dialogue PR, continued public outreach for the Brandon Booster Station and for the South Hillsborough Wellfield project feasibility study test wells.
- Coordinated with the legislative team on review of Florida Department of Environmental Protection rule-making and bills filed for the 2021 legislative session.

Public Communications, Outreach and Education

Public communications, outreach and education develop and execute strategic communications programs that support and promote agency projects, policies and initiatives, and build and maintain relationships with agency stakeholders. Activities completed in February 2021, include:

Outreach & Education

- Due to the COVID-19 outbreak, facility tours are very limited. One tour of the Tampa Bay Seawater Desalination Plant was coordinated.
- Coordinated with the demand management program administrator and working group on regional marketing campaign for the Tampa Bay Water Wise demand management rebate program.
- Managed Source Water Protection Mini Grant Program projects, including c oordinating Tampa Bay Water's participation in the Keep Pinellas Beautiful Great American Clean-up Kick-off ceremony.
- Continued planning activities for the marketing and outreach campaign to promote the Tampa Bay Community Water Wise Awards program in coordination with member government conservation staff and UF/IFAS Extension agents.
- Completed the 2020 Consumer Confidence Report / Water Quality Report.
- Coordinated planning for March presentation to the Seminole Tuesday Group on regarding current and future water supply.
- Coordinated sponsorship benefit activities with the Glazer Children's Museum; began developing source water protection activities for the Family Play Project.
- Completed the agency's 2020 Year in Review and distributed to the Florida Legislature.
- In partnership with the Southwest Florida Water Management District, continued creation of outreach campaign to celebrate Tampa Bay Water's successful environmental recovery efforts of northern Tampa Bay lakes and wetlands.

Public Communication & Information

- Working with Dialogue PR, the public information sub-consultant, continued public information and outreach work on the Brandon Booster Station project; worked with the project team on residents' design preferences to complete final project design.
- Working with Dialogue PR, the public information sub-consultant, continued public information and outreach work on the South Hillsborough Wellfield project feasibility study test wells; sent letter to residents regarding project work notifications and permit changes.

- Informed news media and responded to news media requests regarding feature stories on the Source Water Protection Mini-Grant Program and reservoir siren testing.
- Completed public information for monthly reservoir emergency siren tests.
- Monitored news media and distributed news clips.
- Maintained and updated the agency websites and intranet.
- Continued online communications through the agency's social media channels.
- Drafted and distributed Water News, agency newsletter.
- Continued supporting the Integrated Hydrologic Model web portal – a collaborative effort with the Southwest Florida Water Management District.
- Responded to public requests for information regarding Tampa Bay Water and its projects.
- Coordinated planning, content, and moderated a webinar to inform the contractor and supplier community on upcoming Capital Improvements Program and Long-term Master Water Plan project solicitations.

Employee Communications

- Drafted and distributed The Source employee newsletter.
- Implemented employee recognition and appreciation activities through the Employee Appreciation Team.
- Implemented internal communications related to COVID-19.

Coordination

- Managed audio/visual production for Board meeting.
- Coordinated printing of agency business cards and letterhead.
- Continued updating the agency's board-level business intelligence dashboard to report on Strategic Plan key performance indicators.
- Provided graphics support for staff.
- Provided audio/visual support for staff.

Grant Funding and Government Affairs

Grant Funding and Government Affairs is responsible for developing and implementing strategic positions and priorities for the agency's legislative, grant funding and regulatory policy initiatives. Activities in February 2021 included:

- Participated in an online presentation and discussions regarding the City of Tampa's PURE project concept.
- Started weekly conference calls with legislative team to discuss 2021 legislative session, on-going activities, and bills of interest to Tampa Bay Water.
- Reviewed Federal topics and legislation with the Tampa Bay Water federal consultant, Bose Public Affairs (now Dentons US LLP), specifically concentrating on federal legislation regarding water funding, infrastructure, healthcare, and environmental regulations.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.4

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Kenneth R. Herd, Chief Science & Technical Officer

SUBJECT: Science and Technical Division Activity Report for February 2021 - *Receive Report*

SUMMARY

The Science and Technical Division Activity Report summarizes the key activities of the Planning and Projects, Systems Decision Support, Environmental Regulatory Compliance, Water Use Permitting and Water Quality Services Departments during the month of February 2021.

SUGGESTED ACTION

Receive Report

COST/FUNDING SOURCE

N/A

DISCUSSION

Planning & Projects

The Planning & Projects Department was created as part of the 2020 reorganization. This Department is responsible for the successful management, implementation and update of the Capital Improvements Program, the Long-term Master Water Plan, and the Energy Management Program and other Agency critical plans and reports. This Department is also responsible for the development of all processes and procedures for effective project management following project management best practices.
February 2021 activities include:

- Continued coordination with the District staff on existing and upcoming cooperative funding projects.
- Continued managing long-term Master Water Plan feasibility projects.
- Continued managing efforts to upgrade Tampa Bay Water's Project Management Software
- Continued support for project managers with guidance on project management procedures and the management of the CIP Masterworks
- Continued management of the Energy Management Program including oversight of ongoing energy audits and capital projects as well as management of the Energy Billing software EnergyCAP.

Systems Decision Support

The Systems Decision Support group addresses the Agency's system-wide decision support needs on a multi-scale time horizon: from week to week operational support, to seasonal resource allocation, annual demand and supply projections, to decadal water supply planning and environmental recovery assessments. The department designs, implements and maintains water resources optimization tools, integrated hydrological models, risk and reliability analysis tools, water demand management and forecasting programs and models all in support of both operational, annual budgeting and long-range planning needs. In collaboration with local, state and national partners, the department conducts and leads the Agency's effort in climate variability and climate change assessment and adaptation.

February 2021 activities include:

- Continued working with consultants on the Stochastic Integrated Northern Tampa Bay (INTB) Basin Rainfall Generation project, a radar rainfall-based realization to be used in all reliability-related studies that use Integrated Hydrologic Model (IHM)/INTB model and System-Wide Reliability Evaluation (SWRE) model.
- Continued working on implementation phase of the research project on Multi-Objective Evolutionary Algorithm (MOEA) based seasonal resources allocation decision support tool. This project originally collaborated with the Water Research Foundation. Agency staff is working on implementation of the tool in FY 2021.
- Developed a prototype of an online ArcGIS visualization application that compares actual production and OROP-suggested production at each well in the Consolidated Water Use Permit (CWUP) and staff has added additional information, e.g., averaged weekly rainfall at each wellfield, to the map.
- Worked collaboratively with the District to extend the historical time series inputs and observation targets by 13 years (2007-2019) for the calibrated INTB model. A more recent land use (2010) snapshot will be used within the extended 13-year timespan. The extended time series will provide 31 years of historical simulation. Time series extension started in FY2017 and will be completed in calendar year.
- Worked collaboratively with the District to upgrade technology and to improve the simulation capability of the IHM to meet future decision-support needs. This work is a multi-year effort which started in FY2017.
- Continued working on the Decision Framework for Infrastructure Sequencing (DFIS) project with University of North Carolina and Cornell University to refine the timing of new supply

infrastructures, establish key indicators for monitoring and trigger action for implementation. Project team currently incorporating financial aspects of the projects as well as the CIP.

- Continued to develop applied research concepts applicable to the Agency with allied research institutions (Water Utilities Climate Alliance, Florida Water and Climate Alliance, University of Florida, Florida State University, University of South Florida, AWWA, and USGS). Participated in several meetings involving these institutions.
- Continued implementation of the Tampa Bay Water Wise Program (Report provided under Regular Agenda)

Environmental Regulatory Compliance

The Environmental Regulatory Compliance Group performs work in the following areas: guides the development of an Environmental Management System that conforms with ISO 14001 and compliance tracking, reporting and coordination of environmental permit applications and renewals, with the exception of Water Use Permits.

Environmental Management System:

Several Environmental Management System (EMS) initiatives are underway. These include development of processes and procedures to facilitate and track employee training using an on-line Learning Management System, drafting of documented procedures for critical regulatory and operational functions, identification and delegation of roles and responsibilities for EMS and regulatory compliance activities and improving document and data management capabilities. These initiatives are important for the implementation of an EMS that meets ISO 14001 requirements.

Compliance Tracking: The compliance tracking staff is responsible for reviewing and providing quality assurance of reports submitted for regulatory compliance. All compliance reports were submitted on time.

Calendar Year to Date Compliance tracking activities:

356 total number of compliance reports for 2021 including 165 compliance reports in February 2021

Environmental Permit Activities:

Moving forward with a revision of the Environmental Resources Permit (ERP) for the C. W. Bill Young Regional Reservoir to remove language that is no longer pertinent, clarify on-going permit obligations and address inconsistencies in the permit documents. Permit modification received on February 3, 2021.

Submitted draft Comprehensive Annual Reservoir Report for the C.W. Bill Young Regional Reservoir to FDEP on January 28, 2021.

Moving forward with development Master Drainage Plan for Cypress Creek facility to support future ERP applications

Providing support for environmental permitting for Brandon Booster Station construction.

Water Use Permitting

The Water Use Permitting Department is responsible for the acquisition and renewal of, and compliance with, Agency Water Use Permits. Department staff prepare the permit applications, the supporting documents, and the compliance reports necessary to maintain the operating capacity of our water supply facilities. Staff manage the collection and analysis of environmental and water use data to assure

compliance with our water supply facility permits. They also monitor and manage wetland impacts associated with construction and/or past operation of Agency facilities and infrastructure. Wetland mitigation work is performed by restoring wetlands to their original condition or enhancing wetlands to offset for an unavoidable impact. Management of lands owned by the Agency is performed to maintain appropriate habitat for flora and fauna and promote the health of the environment. The Water Use Permitting Department also implements the Agency well mitigation program in compliance with our water use permits.

February 2021 activities include:

- The Consolidated Permit Recovery Assessment Plan Final Report of Findings was submitted to the District as part of the Consolidated Permit renewal application in early January 2021. The plan evaluated the degree of recovery in lakes and wetlands achieved by reducing the Consolidated Permit wellfields pumping to an average annual quantity of 90 MGD. The plan also assessed the degree of any remaining environmental impact and proposed a mitigation/offset plan for the single wetland where mitigation will be required for a continued environmental impact. This wetland mitigation requirement will be satisfied by withdrawing credits from our Model Dairy Wetland Restoration Project as discussed in a preapplication meeting with the District and members on February 15. Environmental Resource Permit applications required to withdraw the necessary credits will be brought to the Board in April 2021.
- The Consolidated Permit renewal application was approved by the Board at the October 26, 2020 meeting. Tampa Bay Water submitted the renewal application to the District on January 4, 2021, prior to the expiration date of the current permit. The current permit will remain in effect until the renewed Consolidated Permit is issued. The District issued a Request for Additional Information letter regarding the permit renewal application on January 29, 2021 and staff will submit the requested information within 90 days.
- Submitted the Water Use Permit renewal applications for four lakes located to the west of the Cross Bar Ranch. All four applications were approved by the Board at the October 26, 2020 meeting. Tampa Bay Water submitted the renewal applications to the District on January 4, 2021, prior to the expiration date of the current permits. The District issued Request for Additional Information letters for all four permit applications on January 13, 2021 and staff will submit the requested information within 90 days.
- Supporting the investigation of a potable supply wellfield associated with the South Hillsborough Aquifer Recharge Project/Expansion (SHARP/SHARE) project. HSW Engineering is assisting with the construction and testing of a test production well and monitor wells in the Balm area of southern Hillsborough County. Construction of the wells began in mid-February 2021.
- Continued regular land management activities at the Regional Reservoir Wetland Mitigation Areas and the portion of the Cypress Creek Wellfield owned by Tampa Bay Water. This work includes application of prescribed fire for vegetation control and fire fuel load reduction at appropriate times of the year and the treatment/maintenance of nuisance vegetation.

Water Supply Facility Project Permit Duration/Expiration Date

Pasco Lake Augmentation	6 years	January 2021*

Lake Loyce Augmentation	6 years	January 2021*
Triangle Lake Augmentation	6 years	January 2021*
Monsees Pond Augmentation	6 years	January 2021*
Consolidated Permit Wellfields	10 years	January 2021*
Brooker Creek Preserve Wetland Augmentation	8 years	July 2021
Big Fish Lake Augmentation	10 years	June 2025
Carrollwood Wells	20 years	December 2030
TBC/Hillsborough River Facility	23 years	December 2030
TBC/Harney Water Transfer Facility	20 years	July 2031
Alafia River Facility	20 years	November 2032
Brandon Urban Dispersed Wellfield	20 years	August 2039
South Central Hillsborough Wellfield	20 years	June 2040

*Application to renew permit timely submitted to the Water Management District.

Well Mitigation: The well mitigation staff receives and responds to all well complaints and mitigates domestic well issues as required by our Water Use Permits and the Well Mitigation Policy. Activities completed in February 2021 include 8 well complaints received and 0 well mitigations completed.

Water Quality Services

The Water Quality Services Group is responsible for all water quality sampling and analysis (Laboratory), compliance with Drinking Water and Environmental Resource permits, research on drinking water treatment, and source water quality assessments, and assists Member Governments in addressing water quality issues in delivered water and in their distribution systems.

Laboratory: The Laboratory is responsible for collecting and analyzing water samples for regulatory compliance, process control, contract obligations, customer inquiries and research needs. Installation of a High-Performance Liquid Chromatograph/Tandem Mass Spectrometer (HPLC/MS) was completed in January 2021. This instrument will be used to analyze constituents of emerging concern (CECs). Training and methods development are now underway and will continue in February-March 2021. This will be followed by seeking certification to perform USEPA Method 533 and USEPA Method 537.1 for PFAS compounds. The laboratory is concurrently seeking certification for the analysis of trace metals by USEPA Method 200.8 using an Inductively-Coupled Plasma/Mass Spectrometer (ICP/MS) analyzer. This certification will allow the laboratory to detect trace metals in drinking water at extremely low concentrations. The Florida Department Of Health (FL DOH) recently approved our application for the assessment of EPA Method 200.8 using the ICP/MS. An independent assessment (not onsite) is pending. A successful assessment will result in the laboratory being granted certification by FL DOH for this method. The samples received/collected and data points generated that are listed in this Science & Technical Division Board Activity Report are from the period beginning on 01/15/21 and ending on 02/15/21. Going forward, these metrics will be approximately 50% less compared to those listed in

previous reports because of the change in the schedule of Board meetings from every other month to monthly.

Samples received: 496

Samples collected by TBW: 201

Data points generated: 3,266

Environmental Monitoring:

The Environmental Monitoring Department staff collect permit-required water level data.

February 2021 activities include: (a) completion of manual water level measurement at 1,247 sites twice monthly and (b) maintenance and calibration of 356 continuous (hourly) monitoring devices twice monthly.

Water Quality Services support:

- Provided data analysis support for multiple Member and Regional water quality studies.
- Assisted with source water and environmental impact components of Master Water Plan feasibility studies for Regional Surface Water Treatment Plant and Desal Facility.
- Provided as-needed technical support for Tampa Bay Water's Performance Dashboard.
- Attended monthly Water Quality Work Group meetings to discuss water quality issues with Member Government staff.
- Continued development/implementation of Exhibit D water quality dashboard.
- Continued working with Laboratory and Compliance staff to improve water quality data management.

Source Water Assessment and Protection Program (SWAPP):

Tampa Bay Water's SWAPP components include water quality monitoring, evaluation of potential contaminant sources, land use and watershed change tracking/assessment, evaluation of treatment barriers, technical stakeholder coordination, development of focused source water protection plans, and other activities. Continued projects include: Tampa Bypass Canal and Alafia River Water Quality Pilot Project, Alafia Watershed Fluoride Sources project, Alafia Watershed Data Collection and Management Procedures project, Alafia River WaterSuite Water Quality Module project, Wellfields Potential Groundwater Contamination Sources project, Implementation of Tampa Bay Water's WaterSuite GIS platform, Alafia Source Water Protection Plan project and Alafia Watershed Historically Mined Lands Restoration Plan project. New projects include: Alafia Watershed Land Use and Watershed Change Tracking/Assessment, Development of Alafia loading and watershed water quality models and Tampa Bypass Canal/Hillsborough River Source Water Protection Plan project.

Work continued on the Hydrobiological Monitoring Programs (HBMP) including continued implementation of TBC/Alafia and Desal HBMPs- continuous and monthly water quality data collection, data assessment. Also began preparation of WUP-required TBC/Hillsborough & Alafia HBMP Annual Data Reports.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.5

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Jack Thornburgh, Acting Chief Operating Officer

SUBJECT: Water Production Activity Report for February 2021 - *Receive Report*

SUMMARY

The Water Production Activity report summarizes water supply, treatment, and delivery work efforts for the North/South Operations and Maintenance, Contracts, Construction and Engineering Support Sections for February 2021.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

N/A

DISCUSSION

The major activities and work efforts of the departments which comprise the Water Production Division for the month are discussed below.

Water Production Division Activity Report for February 2021 - Summary

Water Production

The FY 2021 budgeted annual delivery to the member governments is 184.7 mgd. Table 1a summarizes the Water Year 2021 actual delivery amounts to the member governments through the month; total delivery for the month was 173.43 mgd.

Table 1b provides the actual source usage for Water Year 2021. The budgeted source allocation for Water Year 2021 is 60.1% groundwater, 35.0% surface water (including purchased water), and 4.9% desalinated water. For the month, 174.66 mgd was produced of which 34.3% was surface water, 4.8% was desalinated water, and 60.9% was groundwater.

The Consolidated Water Use Permit Wellfields 12-month running average was 79.36 mgd. On the last day of the month, the Regional Reservoir water elevation was 136.25 feet, correlating to a storage volume of 15.2 billion gallons.

Construction Department detailed project information can be found in the attached tables.

Engineering Support – February 2021

- Capital/Renewal and Replacement projects (see CIP Report attached).
- Requests for survey support are provided on the attached Survey Report.

Attachments (5)

Construction Management Monthly Report - February 2021
Survey Report 2021
Table 1a: Water Year 2021 Actual Delivery
Table 1b: Source Usage for 2021
Real Estate Activity Report - February 2021

TAMPA BAY WATER
Supplying Water To The Region

Construction Management Monthly Report - February 2021

Contract Number	Project Number	Project Name	Contractor	Contract Board Approval Date	Substantial Completion Date	Final Completion Date	Original Contract Value	Current Amended Contract Value	Contract Expenditures Invoiced to Date	Contract Owner's Allowance	Owner's Allowance Invoiced to Date	% Expended to Date
2018-020	07539	HSPS Switchgear Modifications	TAW Technical Field Services Inc	8/20/2018	2/15/2020	6/21/2021	$1,052,330.45	$1,052,330.45	$1,043,617.81	$144,739.45	$136,026.81	99%
2019-011	06320	Purchasing Warehouse	Wharton-Smith Inc	4/15/2019	12/4/2020	1/3/2021	$1,849,356.00	$1,849,356.00	$1,778,859.42	$207,868.00	$172,355.91	96%
2019-057	50033	South-Central WF Generators	Eau Gallie Electric, Inc.	8/19/2019	2/1/2021	2/22/2021	$2,306,855.00	$2,306,855.00	$2,060,949.83	$300,000.00	$0.00	89%
2020-031	06317	South Central Hillsborough Regional WF Improvements	Instrument Specialties Inc	10/15/2019	12/31/2020	2/15/2021	$97,258.94	$97,258.94	$72,258.94	$25,000.00	$22,375.77	74%
2020-029	07010	Regional Facility Site Pump Station Expansion	PCL Construction, Inc.	10/21/2019	8/7/2021	3/15/2022	$2,168,480.00	$2,168,480.00	$1,030,682.04	$150,000.00	$0.00	48%
2020-704	07072	Tampa Bypass Canal Gates Automation	PCL Construction, Inc.	2/17/2020	4/28/2022	10/25/2022	$1,028,250.00	$1,028,250.00	$586,191.75	$80,000.00	$0.00	57%
2020-043	50066	High Service Pump Station and Cypress Creek Water Treatment Plant Diesel Piping Improvements	ATC Group Services, Llc	6/15/2020	6/22/2021	8/21/2021	$363,200.00	$363,200.00	$47,600.00	$50,000.00	$0.00	13%
2020-044	50040	Eldridge Wilde WF Underground Powerline	Randall Environmental, Inc.	8/17/2020	3/30/2023	5/25/2021	$1,384,000.00	$1,384,000.00		$281,000.00	$0.00	0%
2020-044	50016	Eldridge-Wilde WF Pumps & Motors Replacement	Randall Environmental, Inc.	8/17/2020	3/30/2023	5/25/2021	$11,961,865.00	$11,961,865.00		$800,000.00	$0.00	0%
2020-050	07032	Tampa Bay Desalination Facility Intake Connection Improvements: Phase 1	Wharton-Smith Inc	8/17/2020	12/31/2021	1/28/2022	$1,671,000.00	$1,671,000.00	$39,582.00	$100,000.00	$0.00	2%
2021-005	52004	C.W. Bill Young Regional Reservoir Solar Energy System	Advanced Roofing, Inc.	2/15/2021			$1,309,271.00	$1,309,271.00		$150,000.00	$0.00	0%

Notes:
2019-011 - Project 06320 - Final Completion date will be adjusted pending execution of a change order. Training remains.
2019-057 - Project 50033 - Work is complete. Processing final payment. Project closeout to the April 2021 Board meeting.
2020-031 - Project 06317 - Final Completion date will be adjusted pending execution of a change order. Ordering additional materials.
2021-005 - Project 52004 - Contract approved at February 2021 Board meeting. Notice to Proceed will be issued in March 2021.

TAMPA BAY WATER
Supplying Water To The Region

SURVEY REPORT FOR BOARD AGENDA

For

February 2021

Requested On	Facility/Project Name	Purpose	Parcel No.	Category	Action Status	Action Date
4/10/2017	ELDRIDGE WILDE WELLFIELD	Utility Conflict	N/A	Property Research	Accepted	
4/19/2017	BRANDON URBAN WELLFIELD	Survey Staff Gauge SG-BUD-BDW-18-1-CG	N/A	Monitoring Site Locate	Accepted	
6/22/2017	GENERAL & ADMINISTRATIVE	Wellfield Trail Collection	N/A	Data Collection	In Process	
7/11/2017	CYPRESS CREEK WELLFIELD	Cypress Creek Headwall Monitoring Implementation	N/A	Topographical Survey	In Process	
7/17/2017	GENERAL & ADMINISTRATIVE	Civil 3D Survey Template Connected to GIS	N/A	Create CAD Drawing	In Process	
8/7/2017	GENERAL & ADMINISTRATIVE	Points of Connection Survey	N/A	Locate GPS Position	In Process	
8/29/2017	KELLER H2S FACILITY	Verify Previous Survey for Keller H2S Facility	N/A	Property Research	Accepted	
4/6/2018	CYPRESS CREEK PUMP STATION	Locate Cypress Creek Pump Station Infrastructure	N/A	Infrastructure Locate	Accepted	
6/14/2018	STARKEY/N.PASCO WELLFIELD	Starkey Pipeline Easement and Tree Removal	N/A	Stakeout	In Process	
7/26/2018	LAKE BR WATER TRMT PLANT	Lake Bridge WTP Chemical Piping Replacement plans drafting and preparation	N/A	Create CAD Drawing	In Process	
8/20/2018	REGIONAL TRANSMISSION MAINS	Modify As-Built Drawings of the Desalination Transmission Main	N/A	Create CAD Drawing	In Process	
9/20/2018	REGIONAL TRANSMISSION MAINS	Locate Above Ground Appurtenances Along Desalination Transmission Main	N/A	Locate GPS Position	Accepted	
10/19/2018	CYPRESS CREEK PUMP STATION	Draw Cypress Creek Lab Admin Building Renovations	N/A	Create CAD Drawing	In Process	
01/11/2019	REGIONAL TRANSMISSION MAINS	Update Record Drawings for 66" Cypress Creek TM	N/A	Update CAD Files	In Process	
01/14/2019	SOUTH CENTRAL HILLS WELLFIELD	50030 SCHWF Arc Flash Mitigation	N/A	Project Closeout	Requested	

Requested On	Facility/Project Name	Purpose	Parcel No.	Category	Action Status	Action Date
01/14/2019	CYPRESS CREEK WELLFIELD	50013 Cypress Creek Wellfield Arc Flash	N/A	Project Closeout	Requested	
01/14/2019	SOUTH PASCO WELLFIELD	50032 South Pasco Wellfield Arc Flash Mitigation	N/A	Project Closeout	Requested	
01/14/2019	Odessa Booster Station	US 41 and Odessa Pressure Modifications Project	N/A	Project Closeout	Requested	
01/14/2019	LITHIA WTP INTERCONNECT	Hillsborough County Lithia WTP Bypass Interconnect CIP 30116-16016	N/A	Project Closeout	Requested	
01/14/2019	TAMPA BAY REG DESALINATION PLT	07403 Desal Intake Piping Repair Record Drawings.	N/A	Project Closeout	Requested	
01/14/2019	TAMPA BAY REG DESALINATION PLT	Desal Facility Modifications Project	N/A	Project Closeout	Requested	
02/06/2019	GENERAL & ADMINISTRATIVE	GIS Service Area Map	N/A	General GIS Map	In Process	
04/01/2019	REGIONAL TRANSMISSION MAINS	Pipeline Maps	N/A	General GIS Map	In Process	
04/18/2019	SOUTH PASCO WELLFIELD	Review Duke Energy and Tampa Bay Water Easements at South Pasco Wellfield	N/A	Sketch & Description	In Process	
05/29/2019	STARKEY/N.PASCO WELLFIELD	Starkey Wellfield Improvements	N/A	Update CAD Files	In Process	
06/12/2019	CYPRESS CREEK PUMP STATION	42" Gate Valve Installation Drawings	N/A	Create CAD Drawing	In Process	
07/08/2019	REGNL HIGH SERVICE PUMP STN	Cathodic Protection for Repump & High Service Pumping Areas of the Tampa Bay Regional Water Treatment Plant	N/A	Project Closeout	Accepted	
07/23/2019	CYPRESS CREEK PUMP STATION	Keller H2S WTP	N/A	Records Request	In Process	
07/31/2019	STARKEY/N.PASCO WELLFIELD	Starkey Hydrologic Restoration Project Close-out	N/A	Project Closeout	Requested	
08/20/2019	ALAFIA RIVER INTAKE & PS	Alafia Pump Station Fall Protection Project Close-Out	N/A	Project Closeout	Accepted	
10/16/2019	SOUTH CENTRAL HILLS WELLFIELD	South Central Hillsborough County Generator and New Motor Replacement	N/A	Create CAD Drawing	In Process	

Requested On	Facility/Project Name	Purpose	Parcel No.	Category	Action Status	Action Date
10/22/2019	REGNL HIGH SERVICE PUMP STN	SWTP Property Sale to Hillsborough County	N/A	General GIS Map	In Process	
10/25/2019	SOUTH PASCO WELLFIELD	South Pasco Well 49 Generator Replacement Project	N/A	Project Closeout	Accepted	
10/30/2019	CROSSBAR WELLFIELD	New CBR-T08A-EG Staff Gauge Installed	N/A	CWUP	Requested	
11/01/2019	CYPRESS CREEK PUMP STATION	Cypress Creek Pump Station MV VFD Replacement	N/A	Project Closeout	Accepted	
12/12/2019	SECTION 21 WELLFIELD	Section 21 Wellfield Electrical Improvements	N/A	Project Closeout	Accepted	
12/16/2019	TAMPA/HILLS INTERCONNECT	Tampa Hillsborough Interconnect Pump Station	N/A	Stakeout	In Process	
12/17/2019	CYPRESS CREEK WELLFIELD	Cypress Creek CYC-W25-EG	N/A	CWUP	Requested	
12/23/2019	ELDRIDGE WILDE WELLFIELD	Duke Easements on TBW parcels at EWW-Pinellas	N/A	Sketch & Description	In Process	
01/10/2020	NW HILLSBOROUGH WELLFIELD	Survey Well Elevations	N/A	CWUP	Requested	
02/03/2020	REGNL SURFACE WATER TRMT PLANT	SWTP Sale of Vacant Land to Hillsborough County	N/A	CWUP	Requested	
02/06/2020	CYPRESS CREEK WELLFIELD	Survey CYC-C33B-CG	N/A	CWUP	Requested	
02/27/2020	GENERAL & ADMINISTRATIVE	Existing Generator Installation Drawings for All Generators	N/A	Records Request	In Process	
05/01/2020	COSME WELLFIELD	WE-COS-SE142717-UW	N/A	CWUP	Requested	
05/01/2020	TAMPA BAY REG DESALINATION PLT	07032-Desal Intake Connection Improvements	N/A	Sketch & Description	Requested	
06/08/2020	REGNL HIGH SERVICE PUMP STN	HSPS Chemical Piping Replacement Drawing Revisions	N/A	Create CAD Drawing	In Process	
07/23/2020	COSME WELLFIELD	New Staff Gauge	N/A	CWUP	Requested	

Requested On	Facility/Project Name	Purpose	Parcel No.	Category	Action Status	Action Date
07/23/2020	MORRIS BRIDGE WF & TM	Replacement Staff Gauge	N/A	CWUP	Requested	
07/23/2020	CYPRESS CREEK WELLFIELD	Replacement Staff Gauge	N/A	CWUP	Requested	
07/23/2020	BRANDON URBAN WELLFIELD	Staff Gauge survey	N/A	Specific Purpose Survey	Requested	
08/04/2020	CYPRESS CREEK PUMP STATION	07537 Post Node Analyzer Bldg - Cyp Creek WTP updated Survey	N/A	As-Built Survey	In Process	
08/12/2020	GENERAL & ADMINISTRATIVE	SHARP Test Well Site 01611	N/A	Boundary Survey	In Process	
09/28/2020	CYPRESS CREEK WELLFIELD	Well Vertical Survey	N/A	CWUP	Requested	
11/20/2020	CYPRESS CREEK PUMP STATION	Cypress Creek Pump Station Record Drawings	N/A	Records Request	Requested	
11/20/2020	GENERAL & ADMINISTRATIVE	Point of Connection Record Drawings	N/A	Records Request	Requested	
01/27/2021	TAMPA BAY REG DESALINATION PLT	AutoCAD Drawings - 07403, Desal Intake Repair	N/A	Records Request	Completed	2/1/2021
01/27/2021	TAMPA BAY REG DESALINATION PLT	AutoCAD Drawings - Original Desal Intake Facility built in 2003	N/A	Records Request	Completed	2/1/2021
02/02/2021	GENERAL & ADMINISTRATIVE	Hard Drives for 07403, Desal Intake and 06313, Reservoir Terrace Drains	N/A	Records Request	Completed	2/2/2021

TAMPA BAY WATER
Supplying Water To The Region

TABLE 1A - (February 2021)

Water Delivery Budget
Water Year: 2021
(Does Not Include TBC Flow to Tampa)

	Tampa			Pinellas County			Hillsborough County			St Pete			New Port Richey			Pasco County			Total	
	Flow	Avg	Max	Flow	Avg	Max	Flow	Avg	Max	Flow	Avg	Max	Flow	Avg	Max	Flow	Avg	Max	SUM	AVG
October	0.00	0.00	0.00	1510.37	48.72	54.00	2251.60	72.63	83.00	819.07	26.42	28.45	93.91	3.03	3.49	1047.63	33.79	37.68	**5722.58**	**184.60**
November	0.00	0.00	0.00	1433.68	47.79	52.00	2128.84	70.96	81.55	777.31	25.91	28.67	89.15	2.97	3.23	1011.96	33.73	38.36	**5440.94**	**181.36**
December	12.97	0.42	8.55	1442.51	46.53	50.48	2074.84	66.93	74.81	796.61	25.70	28.36	88.58	2.86	3.18	977.52	31.53	35.53	**5393.03**	**173.97**
January	0.00	0.00	0.00	1483.70	47.86	51.13	2090.47	67.43	74.27	795.13	25.65	28.80	88.82	2.87	3.13	999.57	32.24	35.49	**5457.69**	**176.05**
February	0.00	0.00	0.00	1330.34	47.51	53.29	1843.06	65.82	74.20	720.99	25.75	28.24	80.72	2.88	3.14	880.82	31.46	35.18	**4855.93**	**173.43**
TOTAL	**12.97**			**7,200.60**			**10,388.81**			**3,909.11**			**441.18**			**4,917.50**			**26,870.17**	
AVG	**0.09**			**47.69**			**68.80**			**25.89**			**2.92**			**32.57**			**177.95**	
MAX DAY	**8.55**			**54.00**			**83.00**			**28.80**			**3.49**			**38.36**				
BUDGET	**6.00**			**45.60**			**53.52**			**28.84**			**2.70**			**27.34**			**164.00**	

TABLE 1B - (February 2021)

TAMPA BAY WATER
Supplying Water To The Region

Tampa Bay Water
Aggregate Water Supply Sources
(Includes Augmentation Flow)
(Does not include TBC Flow to Tampa)

Water Year: 2021
Month: Febuary

	Ground Water		Consolidated WUP		Surface Water		Desal Water		Total THIC		Total 301T		Total Water Purchased		Total Water Production	
	Monthly Avg Q	12 Month Rng Avg	Monthly Avg Q	12 Month Rng Avg	Monthly Avg Q	12 Month Rng Avg	Monthly Avg Q	12 Month Rng Avg	Monthly Avg Q	12 Month Rng Avg	Monthly Avg Q	12 Month Rng Avg	Monthly Avg Q	12 Month Rng Avg	Monthly Avg Q	12 Month Rng Avg
October	99.53	111.47	69.73	82.48	85.77	65.55	0.00	8.48	0.00	0.00	0.00	0.00	1.98	1.98	185.30	185.50
November	96.28	109.81	67.18	80.72	86.39	67.74	0.00	8.48	0.00	0.00	0.00	0.00	2.00	1.98	182.68	186.03
December	88.48	108.92	63.19	79.82	78.04	69.27	9.56	8.46	0.00	0.00	0.00	0.00	2.00	1.98	176.08	186.66
January	101.91	108.30	76.22	79.31	66.63	69.73	9.04	8.19	0.00	0.00	0.00	0.00	2.00	1.98	177.58	186.22
February	106.39	108.25	81.31	79.36	59.91	69.22	8.37	7.82	0.00	0.00	0.00	0.00	1.98	1.98	174.66	185.29

REAL ESTATE ACTIVITY REPORT

FEBRUARY 2021

CIP PROJECTS –

01611 – New Wellfield via SHARP –

1. Test well site
    a. Provided staff update following BOCC meeting of February 9th regarding minor modification approval.
    b. Spoke to ELAPP Land Manager regarding gopher tortoise burrow and required notification to Florida Fish and Wildlife. Submitted copy of report to ELAPP.
2. Ongoing search for additional parcels for future well site options.
    a. Ongoing discussions with County ELAPP staff regarding terms of agreement for well sites and utility easements on Ag-mart parcels. Provided status update to inhouse project managers and Directors.
    b. Requested and obtained information about County efforts in public outreach for Ag-mart parcels.
    c. Participated in internal meeting to discuss public outreach.

50040 – Eldridge-Wilde Wellfield improvements

1. Spoke to new Duke real estate representative regarding easements and overall project. Provided background and latest version of documents to Duke. Working to finalize agreement with Duke.
2. Coordinating with ELAPP on Horse Farm and Wellfield upcoming improvements. Checked status of easement agreements and began discussions on drafting agreements for ELAPP purchase of Horse Farm property. Provided information for property appraiser.
3. Organized and facilitated meeting with Duke and Pinellas County to discuss easements and ownership of CSX parcel that remain unresolved and require further review by legal from Duke and Pinellas.
4. Assisting Construction Manager to ensure coordination with Pinellas and Hillsborough County Land Managers and adjoining neighbors during construction.
5. Coordinating with TECO and ELAPP real estate representatives to discuss assignment of utility rights to TECO, pole amendment submitted and approved by FTC, easement agreement terms and dimensions at the horse farm property.

01609 – Southern Hillsborough Supply Expansion: Booster Pump Station

1. Researched and prepared Property Summary reports for BUD 7 and Lithia Plant at the request of the project engineer to determine rights, restrictions and other issues for proposed work at points of connection.

01610 – Southern Hillsborough Supply Expansion: Pipeline

1. Participated in multiple meetings with software consultant developing workflow and review procedures for tracking activities of right of way acquisition teams in preparation of project.
2. Identifying and updating property acquisition guidelines and documents for upcoming project.
3. Participated in Selection Committee Meetings. Reviewing applicant's qualifications and proposals.

50023 – Starkey Wellfield Improvements

1. Action items at the wellfield including finalizing surveys, easements and license agreements to allow for fencing of well sites separate from the CIP project which has been put on hold. Ongoing.
2. Provided title reports to Phase 1 environmental scientist to assist in finalizing report.
3. Reviewed and commented on 1 of 5 draft Phase 1 ESA reports.

50021- Morris Bridge Wellfield Improvements

1. Provided property control information to project engineer.
2. Updating Property Summary Report to include information requested by project engineer.

07131– Come Water Treatment Plant Yard Piping improvements

1. Reviewed request for installation of a berm over our existing permanent pipeline easement. Researched information, provided records to reviewing engineer, responded to design engineers request, and responded to City regarding request to amend existing easement based on proposed design.

50021- Morris Bridge Wellfield Improvements
Provided property control information to project engineer.
Updating Property Summary Report to include information requested by project engineer.

07601 - SCADA

1. Spoke to Engineering, surveying and construction staff to confirm requirements for fiberoptic installation project.
2. Reviewing property ownership records at Keller Plant as requested by SCADA manager.
3. Met with SCADA project manager and went over status of fiber option installation. Discussed and implemented procedure for utility coordination review of all facilities.
4. Reviewed requests for Lake Bridge, Morris Bridge, S160.

ADMINISTRATIVE -

1. Ongoing tasks and discussions for data integration of GIS, Masterworks, Real Estate Manager, Utility Conflicts and other software to make property information more accessible and simplified for agency use and to transition Real Estate Manager into GIS and Masterworks.

a. Participated in multiple meetings with Aurigo Masterworks Real Estate module designers to provide direction on workflow and program development for existing real estate record management and tracking of current and future land acquisition and ongoing land management.
b. Participated in meeting to review GIS interactive map capabilities.
c. Updated reports of information needed to track Real Estate parcel data and uploaded sample documents to the Sharepoint.
d. Responded to workflow project tasks for Masterworks Real Estate module.
e. Met with staff from IT, legal, survey, records, planning, engineering to discuss what and how to collect and track parcel data and project workflows.
f. Reviewed and provided comments on Functional Specifications for Masterworks Real Estate module Groups 1-5.

2. Finance/Budget Items

    a. Reviewed and requested corrections to Arcadis invoice and reporting spreadsheet to improve project tracking and billing.

3. Human Resources
    a. New Hire Interviews
        i. Participated in one Surveyor 1 interview.

4. Utility Conflict Administration
    a. Continued discussions and development of guidelines, forms and processes to improve the utility conflict program administration.
    b. Responded to 20 utility conflict notifications and information requests.
    c. Uploaded files to MW and assigned tasks to track projects and progress.

5. Attended monthly CIP meeting.

PROPERTY/UTILITY CONFLICTS -

Hillsborough:

a. UC 17-051 discussions with TECO and property owner regarding their proposed easements within our existing 84" main pipeline easement. Routed updated drawing for review and replied to owner. Requested follow up meeting with TECO to discuss MUA terms. Confirmed with Operations and Engineering that this issue is resolved.
b. UC 20-018 Submitted request to Operations to schedule field work adjustments.
c. UC20-076 Followed up to confirm that TECO will remove pole in our exclusive easement in early February. Pole was removed. Request is closed.

d. UC20-073 Multiple emails and calls to discuss ongoing activities impacting our property as a result of construction of Hillsborough County's new Traffic Building on Regional water lane next to the Surface Water Treatment Plant. Requested Contractor stop working within our easements until issues have been resolved. Updated Utility Conflict letter was provided to County. Ongoing discussions with Hillsborough County for new easement and MUA.
e. UC21-008 Menichino/Cheval. Responded to homeowner inquiry requesting a patio and landscaping encroachment on our existing easement. Ongoing.
f. UC21-005 Responded to City of St. Pete regarding request to install a berm over our existing pipe.
g. UC21-006 Requested TECO submit plans along Thompson road
h. UC21-009 Multiple interactions with property owner and representatives regarding the installation of a sidewalk and drainage pipe within our easement in the Fishhawk area. Provided updated Utility Conflict Letter. Requested and received indemnification letter from property owner. Requested Operations staff to be onsite. Complete.

Pasco:

a. UC20-080 Discussion with County staff regarding potential partial release of easement for Ridge Road ramp onto Suncoast Parkway. Received sketch and legal for the proposed ramp location. Confirming with hydrology staff whether we can release this area as requested by the County. Notified County staff that they can submit a partial release for review and board approval.

PROPERTY ACQUISITIONS/DISPOSITIONS -

Hillsborough:

1. Columbus Drive/Regional Water Lane vacant property – Spoke to County real estate staff. County has received an updated appraisal and will submit an offer. Notified by County staff that offer will be delay until February. Received and responded to request for CAD files.
2. Highview Parcel – Requested that County reconsider accepting this surplus parcel and vacating as County determined they have no use for the property. Received legal opinion from County attorney. Submitted for our counsel review. Ongoing.
3. Cypress Trails Horse Farm – discussions with County real estate to begin drafting documents for property transfer while retaining easements. Submitted road maintenance agreement to adjacent property owner. Provided requested information to property appraiser. Ongoing.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.6

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Finance and Administration Services Activity Report - February 2021 - *Receive Report*

SUMMARY

The Finance and Administrative Services report summarizes the key activities of the financial services, purchasing, records and risk management plus information technology departments for the month of February 2021.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

Uniform

DISCUSSION

The major activities and work effort of the departments which comprise Finance and Administrative Services for the month February 2021, are included in the activity report. Below are some of the month's highlights.

Financial Services:

Financial Services manages the Agency's $182.8 million operating budget, $293.0 million in financial

assets and debt of $872.8 million. Department responsibilities include:

1. Capital and operating budget preparation and monitoring
2. Accounting, financial and compliance reporting, and audit preparation
3. Payroll processing and employee benefit management and reporting
4. Purchase requisition review, purchase order and accounts payable processing and control
5. Water production and grants billing and receivables
6. Inventory accounting and control
7. Fixed assets management and control
8. Debt management, arbitrage and compliance reporting
9. Cash and investment management
10. Policy and procedure development
11. Federal and state tax reporting

February 2021 Activities Included:

- Continued working on Fiscal Year 2022 budget.
- Started working on Fiscal Year 2020 Popular Annual Financial Report.
- Continued to work with investment advisor, Chandler Asset Management, to monitor investment options for management of funds.

Staff also participates in various interdepartmental meetings and program development. All monthly financial data processing, accounting, reporting and agenda preparation activities were completed; continued monthly billings to the District under the cooperative funding agreement; provided financial review of various contracts and agreements.

Purchasing:

The Purchasing Department is responsible for assisting in the needs of the 155 full time equivalent employee positions of Tampa Bay Water in the areas of:

- Procurement
- Contracts
- Inventory

February 2021 Activities Included:

- The purchasing team Processed Bids, Contracts, Renewals, Amendments, and Sole Source Purchases as needed in support of agency business and continued processing and entering agency-wide inventory requests and special purchases.
    - Continued to assist with troubleshooting issues discovered in the Bid Management/Vendor Self Service and Purchasing Plus upgrades from Tyler/MUNIS identifying issues that needed IT/Tyler support and doing additional testing.
    - Participated in a webinar to inform potential engineering firms and sub-consultants about upcoming CIP projects, the Long Term Master Water Plan and Purchasing Guidelines.

- Provided a virtual training session on MUNIS Requisition Entry for staff and created a recording for reference.
- Set up and attended a Job Order Contracting presentation with Gordian for Engineering staff.
- The department's annual cost savings/cost avoidance/revenue generation for the fiscal year 2021 year to date is **$0.**
- End of January Inventory was – Total Item Count = 2,556 and Total Dollar Value = $ 936,154.14.

Records and Insurance:

The Records Department is the central repository for the Agency's records. The department is responsible for responding to public records requests and assisting staff in complying with applicable public record laws regarding the Agency's retention, management and disposition of records. The department also assists with agenda preparation, distribution and posting; office supplies and equipment; equipment maintenance; and mail distribution services. The department also assists with facility maintenance and fleet management services at the Clearwater office.

The Records Manager is also responsible for the Agency's insurance programs and provides staff and vendors assistance regarding required insurance coverage.

February 2021 Activities Included:

- Continued regular review of records for standard disposition.
- Continued with the Agency's certificate of insurance verification program for outside contractors.
- Received and reviewed records from staff and review for retention or destruction.
- Completed insurance claim for Clearwater flooding incident.

Information Technology:

The Information Technology group, which supports the agency's technology, communications, data and computer systems, is composed of four cross functional areas all with the same operational focus of providing resources for water production. In alignment with the Agency's Strategic Plan, the Information Technology Departments most critical areas of support are SCADA, Cybersecurity, the Laboratory Information Management System, the Enterprise Data Warehouse, and the financial accounting system of record.

The Information Technology group is composed of four cross functional departments: Applications, Systems, SCADA and Cybersecurity.

February 2021 Activities Included:

IT Applications:

- Continued consumption data review from member government utilities.

- ShareFile folder setup as central portal for for member government file sharing.
- Financial System (Munis) - Ongoing support for multiple items pending from Munis 2019.1 upgrade and year-end close issues.
- Financial System (Munis) - API bundle deployment and testing.
- API configurations (Maximo, Masterworks, HP Records Manager) - Preparing for external facing APIs (web integration).
- IHM development efforts.
- Updates and exports for water conservation data processing to UF analysts.
- Asset and maintenance management system (Maximo) continued mobile application testing.
- New VPN Testing (zScaler).
- GIS Master Plan Draft, Review and Site ID data comparisons.
- IT Asset Management system and data preparation.
- General applications and data support.

IT Systems:

- Continued to provide onsite and remote support for information technology systems.
- Continued the domain migration process of the tbw.net domain.
- Implemented a new VPN solution.
- In process of retiring old appliances.
- Migrated most vital systems to our Cypress Creek datacenter.
- In process of upgrading existing backup system.
- In process of upgrading our old firewall with a new robust appliance that will offer more throughput and high availability

SCADA Systems:

- Verizon upgrade to fiber optic is in progress. 17 out of 25 sites have been completed and, the wireless gateways have been also upgraded
- The CIP Historian Project is in progress and are currently working on the database
- CIP Software Defined Network Project: The new cluster has been installed and the workload, comprised of the virtual machines running our applications and services, has been migrated to it.
- CIP Field Cybersecurity: The new firewalls have been deployed to the sites where the new Verizon circuits have been completed
- Continued 24/7 support for SCADA
- Continued working on improving the system's availability and cybersecurity
- Continued supporting other projects and efforts in the organization such as performance improvements, energy management, wellfield upgrades, and water quality and system modeling.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.7

DATE: March 1, 2021

TO: Board of Directors

FROM: Barrie Buenaventura, General Counsel

SUBJECT: Legal Services Budget Report for February 2021 - *Receive Report*

SUMMARY

This item presents the status of the budget for the General Counsel and legal services for February 2021.

SUGGESTED ACTION

Receive and File.

COST/FUNDING SOURCE

Uniform Rate.

DISCUSSION

As of February 28, 2021, with invoices received through four months of FY 2021, legal expenditures approved for payment totaled $152,710.36. All expenditures were associated with general operations activities and appropriately paid for from the Uniform Rate. Attached is a spreadsheet showing payments made to each law firm in February 2021.

Attachment (1)

GC Budget Chart - 2021-2-28.pdf

STATUS OF LEGAL BUDGET – FY 2021
AS OF FEBRUARY 28, 2021

Law Firm	Tasks	PO Amount & PO Number	Monthly Expenditures	Expenditures to Date	Remaining PO Amount
Brown Law and Consulting, PLLC	Workplace Investigation	$30,581.66 PO# 21-0199	$30,581.66	$30,581.66	$0.00
Busack Law Firm	Real Property and Eminent Domain	$20,000 PO# 21-0233	$0	$0	$20,000.00
Conn & Buenaventura, P.A.	General Counsel Services (under contract 2018-44 in effect 5/1/2018-4/30/2021)	$125,125 PO# 20-0232	$16,316.08	$65,859.13	$59,265.87
Conn & Buenaventura, P.A.	Special Assignments Outside Scope of General Counsel Contract	$20,000 PO# 21-0238	$0	$0	$20,000.00
Dean Mead, P.A.	Legislative, Administrative Law, Environmental Law	$120,000 PO# 21-0234	$6,856.67	$33,523.35	$86,476.65
Gray Robinson, P.A.	Admin, Construction, Contracts, Civil Claims, Employment, Property, etc.	$30,000 PO# 21-0235	$106.00	$15,299.44	$14,700.56
Nabors, Giblin & Nickerson, P.A.	Admin, Construction, Contracts, Civil Claims, Property, etc.	$30,000 PO# 21-0236	$1,012.50	$5,412.78	$24,587.22
Stearns Weaver	Admin, Construction, Contracts, Civil Claims, Property, etc.	$20,000 PO# 21-0237	$913.50	$2,034.00	$17,966.00
TOTALS		**$395,706.66**	**$25,204.75**	**$152,710.36**	**$242,996.30**

Total Budget: $545,000 Allocated Funds: $395,706.66 Unallocated Funds: $149,293.34

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.8

DATE: January 20, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Comprehensive Check List with Delegated Check Approval Items for January 2021 - *Receive Report*

SUMMARY

Attached is a list of all checks and wire transfers written for the month of January 2021. Additional information is provided for checks over $50,000 and for delegated approval items.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

N/A

DISCUSSION

The attached report lists all checks and wire transfers which have been written during the month of January 2021. To provide the Board additional information, a description is included for all delegated approval item payments. Delegated approval items were authorized by the General Manager under his delegated approval authority and are marked “Delegated Approval”.

Items with delegated approval are generally items such as payroll taxes, Florida Retirement System, utilities, and so forth, which are approved by the board in the budget process but for which there is not a

specific approved contract or agenda item.

By policy, the General Manager is authorized to approve all expenditures of $100,000 or less. All contractual obligations or purchase orders issued in excess of $100,000 are approved by the board through the contract approval, agenda approval, or budget approval processes. The comprehensive check list includes a description for all payments over $50,000 and identifies those items previously approved by the board with “Receive”.

Attachment (1)

Check Register and Delegated Check Approval for Jan 2021.pdf

TAMPA BAY WATER

CHECK REGISTER - JAN 2021

CHECK#	CHECK DATE	VENDOR NAME	CHECK AMOUNT	DESCRIPTION	APPROVE/RECEIVE
WIRE	**01/06/2021**	**FLORIDA DIV OF RETIREMENT CASHIER**	**211,708.05**	**FEDERAL PAYROLL TAX DEPOSIT**	**DELEGATED APPROVAL**
620807	01/11/2021	ADVANCED ENVIRONMENTAL LABORATORIES, IN	208.00		
620808	01/11/2021	AIRGAS USA, LLC	2,509.63		
620809	01/11/2021	ALLIANCE FOR WATER EFFICIENCY	4,500.00		
620810	01/11/2021	ALLIED UNIVERSAL CORPORATION	20,214.16		
620811	01/11/2021	AMERICAN FACILITY SERVICES, INC.	2,399.97		
620812	01/11/2021	APPLIED ECOLOGY, INC	8,439.09		
620813	01/11/2021	ARCADIS US INC.	7,992.00		
620814	01/11/2021	AURIGO SOFTWARE TECHNOLOGIES INC	175,000.00	MASTERWORKS SAAS PROJ	RECEIVE
620815	01/11/2021	AVI INTEGRATORS INC	786.18		
620816	01/11/2021	AVI INTEGRATORS INC	105.00		
620817	01/11/2021	DUVEL BLAKE	157.33		
620818	01/11/2021	BROWN, AMELIA	378.40		
620819	01/11/2021	CARMEUSE LIME & STONE, INC.	50,005.58	CHEMICAL - QUICKLIME	RECEIVE
620820	01/11/2021	CAROLLO ENGINEERS INC	28,548.00		
620821	01/11/2021	CDM SMITH INC	6,392.50		
620822	01/11/2021	CDW LLC	890.00		
620823	01/11/2021	CHEMICAL SYSTEMS OF ORLANDO, INC.	9,573.00		
620824	**01/11/2021**	**CITY OF CLEARWATER UTILITIES**	**2,408.56**	**UTILITIES - WATER**	**DELEGATED APPROVAL**
620825	**01/11/2021**	**DUKE ENERGY CORPORATION**	**2,696.13**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620826	01/11/2021	ELECTRICAL ENGINEERING ENTERPRISES INC	1,740.00		
620827	01/11/2021	RAYMOND ERCOLANO	136.32		
620828	01/11/2021	EYEMED VISION CARE	1,197.00		
620829	01/11/2021	FEDERAL EXPRESS CORPORATION	29.41		
620830	01/11/2021	BLUE CROSS BLUE SHIELD OF FLORIDA	225,982.36	PPO/HMO MONTH PREM TYSON AND MILLER - FEBRUARY 2021	RECEIVE
620831	01/11/2021	FLORIDA DEPT OF STATE	145.32		
620832	**01/11/2021**	**FRONTIER COMMUNICATIONS**	**243.50**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620833	**01/11/2021**	**FRONTIER COMMUNICATIONS**	**243.53**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620834	01/11/2021	GSI ENVIRONMENTAL, INC.	0.00		
620835	01/11/2021	HACH COMPANY	982.08		
620836	01/11/2021	HAWKINS, INC.	1,133.50		
620837	01/11/2021	HAYS HOLDING CORPORATION	8,436.19		
620838	01/11/2021	INTERA, INC.	400.00		
620839	01/11/2021	KEMIRA WATER SOLUTIONS, INC.	49,872.89		
620840	01/11/2021	MATHESON TRI-GAS INC.	14,302.00		
620841	01/11/2021	MILLER BUILDING & REPAIR SERVICES, INC.	1,125.00		
620842	01/11/2021	NORTH CAROLINA STATE UNIVERSITY	13,327.00		
620843	01/11/2021	ODYSSEY MANUFACTURING COMPANY	21,688.80		

TAMPA BAY WATER

CHECK REGISTER - JAN 2021

CHECK#	CHECK DATE	VENDOR NAME	CHECK AMOUNT	DESCRIPTION	APPROVE/RECEIVE
620844	01/11/2021	PFM ASSET MANAGEMENT LLC	15,185.00		
620845	01/11/2021	PIPER FIRE PROTECTION, INC.	1,521.00		
620846	01/11/2021	POLYDYNE INC	25,317.58		
620847	01/11/2021	RISK MANAGEMENT ASSOCIATES, INC	619.70		
620848	01/11/2021	PVS TECHNOLOGIES, INC.	6,992.57		
620849	01/11/2021	REPUBLIC SERVICES OF FLORIDA	428.00		
620850	01/11/2021	RICOH USA, INC.	9.36		
620851	01/11/2021	RING POWER CORPORATION	2,241.65		
620852	01/11/2021	SMITH INDUSTRIES INC	187.50		
620853	01/11/2021	TAMPA ARMATURE WORKS INC	25,566.50		
620854	01/11/2021	TAMPA BAY SYSTEM SALES	1,897.50		
620855	**01/11/2021**	**TAMPA ELECTRIC CO**	**378,435.50**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620856	**01/11/2021**	**TAMPA ELECTRIC CO**	**23,225.01**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620857	01/11/2021	TANNER INDUSTRIES, INC.	5,968.42		
620858	01/11/2021	THATCHER CHEMICAL OF FLORIDA INC.	5,580.46		
620859	01/11/2021	SYLINT GROUP INC	4,450.00		
620860	01/11/2021	UNIVERSAL PROTECTION SERVICE LP	86,829.52	SECURITY SRV 10-30- 11/26/20	RECEIVE
620861	01/11/2021	UNIVERSITY OF NORTH CAROLINA AT CHAPEL HI	25,000.00		
620862	01/11/2021	W W GRAINGER INC	1,447.04		
620863	01/11/2021	HUI WANG	213.75		
620864	01/11/2021	WASTE MANAGEMENT INC. OF FLORIDA	814.98		
620865	01/11/2021	WATER & AIR RESEARCH, INC.	37,932.82		
620866	01/11/2021	WILLIAMS SCOTSMAN, INC	97.10		
620867	**01/11/2021**	**WITHLACOOCHEE RIVER ELECTRIC**	**91,313.88**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620868	01/11/2021	WORLD WIDE TECHNOLOGY, LLC	76,029.90	I.T. ENTERPIRSE SOFTWARD AND SCADA FIRWALLS	RECEIVE
620869	01/14/2021	ADVANCED ENVIRONMENTAL LABORATORIES, IN	2,725.00		
620870	01/14/2021	AMERICAN FAMILY LIFE ASSURANCE COMPANY (	2,912.76		
620871	01/14/2021	AIRGAS USA, LLC	5,259.21		
620872	01/14/2021	ALPHA BUSINESS SERVICES, LLC	131.40		
620873	01/14/2021	AMERICAN EXPRESS TRAVEL RELATED SERVICE	95.08		
620874	01/14/2021	AMERICAN WATER ACCIONA AGUA LLC	536,690.84	DESAL O&M - NOV	RECEIVE
620875	01/14/2021	FINGER LAKES BUSINESS SERVICES, INC.	62.47		
620876	01/14/2021	ATC GROUP SERVICES, LLC	29,029.50		
620877	01/14/2021	AUDIO VISUAL INNOVATIONS INC	1,730.00		
620878	01/14/2021	CDM SMITH INC	11,180.00		
620879	01/14/2021	CHANDLER ASSET MANAGEMENT, INC.	4,903.68		
620880	01/14/2021	CINTAS CORPORATION	316.90		
620881	01/14/2021	CONCERT TECHNOLOGIES	27,219.69		

TAMPA BAY WATER

CHECK REGISTER - JAN 2021

CHECK#	CHECK DATE	VENDOR NAME	CHECK AMOUNT	DESCRIPTION	APPROVE/RECEIVE
620882	01/14/2021	CUMBEY & FAIR, INC.	15,960.00		
620883	01/14/2021	DIALOGUE PUBLIC RELATIONS, LLC	7,593.75		
620884	01/14/2021	EDDIE VISION INC.	600.00		
620885	01/14/2021	ELECTRIC GAS INDUSTRIES ASSOCIATION	33,409.62		
620886	01/14/2021	ENVIRONMENTAL SCIENCE ASSOCIATES CORPO	4,132.78		
620887	01/14/2021	FCX, LLC	1,936.00		
620888	01/14/2021	FEDERAL EXPRESS CORPORATION	14.75		
620889	01/14/2021	FISHER SCIENTIFIC COMPANY LLC	12,348.19		
620890	**01/14/2021**	**FRONTIER COMMUNICATIONS**	**120.98**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620891	**01/14/2021**	**FRONTIER COMMUNICATIONS**	**160.64**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620892	01/14/2021	GREELEY AND HANSEN LLC	465.00		
620893	01/14/2021	HACH COMPANY	1,222.02		
620894	01/14/2021	HAYS HOLDING CORPORATION	5,951.00		
620895	01/14/2021	HAZEN & SAWYER, P.C.	14,714.17		
620896	01/14/2021	ARROW EXTERMINATORS	140.00		
620897	01/14/2021	KNOLL, INC.	194.40		
620898	01/14/2021	CLIFTONLARSONALLEN LLP	808.50		
620899	**01/14/2021**	**MICHIGAN STATE DISBURSEMENT UNIT**	**225.52**	**CHILD SUPPORT**	**DELEGATED APPROVAL**
620900	01/14/2021	NABORS, GIBLIN, & NICKERSON P.A.	1,162.50		
620901	01/14/2021	ODYSSEY MANUFACTURING COMPANY	12,107.52		
620902	01/14/2021	PASCO COUNTY OFFICES	9,794.50		
620903	01/14/2021	REISS ENGINEERING INC	13,641.70		
620904	01/14/2021	RING POWER CORPORATION	3,172.55		
620905	01/14/2021	RING POWER CORPORATION	2,603.85		
620906	01/14/2021	ROWLAND INC	2,863.20		
620907	01/14/2021	S & C JANITORIAL, INC	2,866.24		
620908	**01/14/2021**	**STATE OF FLORIDA DISBURSEMENT UNIT**	**82.82**	**CHILD SUPPORT**	**DELEGATED APPROVAL**
620909	**01/14/2021**	**STATE OF FLORIDA DISBURSEMENT UNIT**	**152.77**	**CHILD SUPPORT**	**DELEGATED APPROVAL**
620910	01/14/2021	SULPHURIC ACID TRADING CO. INC	22,237.67		
620911	01/14/2021	TAMPA BAY SYSTEM SALES	212.50		
620912	**01/14/2021**	**TAMPA ELECTRIC CO**	**173,961.06**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620913	**01/14/2021**	**TAMPA ELECTRIC CO**	**3,910.38**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620914	01/14/2021	TANNER INDUSTRIES, INC.	1,780.52		
620915	01/14/2021	TAW TECHNICAL FIELD SERVICES INC	55,032.73	HSPS SWITCHGEAR MODIFICATIONS PROJ	RECEIVE
620916	01/14/2021	THYSSENKRUPP ELEVATOR	425.00		
620917	01/14/2021	TYLER TECHNOLOGIES, INC.	98,650.93	I.T. 2021 MUNIS ANNUAL MAINTENANCE	RECEIVE
620918	01/14/2021	VEOLIA ENVIRONMENT NORTH AMERICA OPERAT	17,399.80		
620919	01/14/2021	VEOLIA WATER NORTH AMERICA	458,145.19	SWTP O&M - NOV	RECEIVE

TAMPA BAY WATER

CHECK REGISTER - JAN 2021

CHECK#	CHECK DATE	VENDOR NAME	CHECK AMOUNT	DESCRIPTION	APPROVE/RECEIVE
620920	**01/14/2021**	**VERIZON WIRELESS COMMUNICATIONS LLC**	**12,037.86**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620921	**01/14/2021**	**VERIZON WIRELESS COMMUNICATIONS LLC**	**3,010.42**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620922	**01/14/2021**	**VERIZON WIRELESS COMMUNICATIONS LLC**	**10,401.89**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620923	**01/14/2021**	**VERIZON WIRELESS COMMUNICATIONS LLC**	**13.80**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620924	**01/14/2021**	**VERIZON WIRELESS COMMUNICATIONS LLC**	**3,102.56**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620925	**01/14/2021**	**VERIZON WIRELESS COMMUNICATIONS LLC**	**17.94**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620926	01/14/2021	VALCO INSTRUMENTS CO., INC.	1,303.06		
620927	01/14/2021	NISAI WANAKULE	474.00		
620928	01/14/2021	WOOD ENVIRONMENT & INFRASTRUCTURE SOLU	1,339.70		
WIRE	**01/15/2021**	**INTERNAL REVENUE SERVICE**	**117,490.29**	**FEDERAL PAYROLL TAX DEPOSIT**	**DELEGATED APPROVAL**
WIRE	**01/15/2021**	**INTERNAL REVENUE SERVICE**	**1,517.24**	**FEDERAL PAYROLL TAX DEPOSIT**	**DELEGATED APPROVAL**
WIRE	**01/15/2021**	**INTERNAL REVENUE SERVICE**	**24,550.63**	**FEDERAL PAYROLL TAX DEPOSIT**	**DELEGATED APPROVAL**
620929	01/21/2021	ADVANCED ENVIRONMENTAL LABORATORIES, IN	1,257.00		
620930	01/21/2021	AIRGAS USA, LLC	23,169.82		
620931	01/21/2021	AIRGAS SOUTH, INC.	206.30		
620932	01/21/2021	J.C. EHRLICH CO.	396.99		
620933	01/21/2021	TIRUSEW ASEFA	133.75		
620934	01/21/2021	AVI INTEGRATORS INC	105.00		
620935	01/21/2021	BEAMEX INC.	5,023.00		
620936	**01/21/2021**	**BRIGHT HOUSE NETWORKS LLC**	**4,369.76**	**UTILITIES - INTERNET**	**DELEGATED APPROVAL**
620937	01/21/2021	CAROLLO ENGINEERS INC	10,010.25		
620938	01/21/2021	CLUTCH SOLUTIONS, LLC	5,214.25		
620939	01/21/2021	CONCERT TECHNOLOGIES	250.00		
620940	**01/21/2021**	**DUKE ENERGY CORPORATION**	**280,463.61**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620941	01/21/2021	ECHOSAT, INC.	35.94		
620942	01/21/2021	FISHER SCIENTIFIC COMPANY LLC	119.42		
620943	01/21/2021	FLORIDA DEPT OF MANAGEMENT SERVICES	25,321.49		
620944	**01/21/2021**	**FRONTIER COMMUNICATIONS**	**130.09**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620945	01/21/2021	GEOGRAPHIC INFORMATION SERVICES, INC.	14,777.20		
620946	01/21/2021	GOVERNMENT FINANCE OFFICERS ASSOC	730.00		
620947	01/21/2021	HACH COMPANY	12,994.70		
620948	01/21/2021	HAZEN & SAWYER, P.C.	14,965.00		
620949	01/21/2021	ARROW EXTERMINATORS	122.70		
620950	01/21/2021	KEEP PINELLAS BEAUTIFUL, INC.	10,000.00		
620951	01/21/2021	KEEP TAMPA BAY BEAUTIFUL INC.	10,000.00		
620952	01/21/2021	LHOIST NORTH AMERICA OF ALABAMA, LLC	7,039.43		
620953	01/21/2021	LIQUIDITY SERVICES OPERATIONS LLC	37.12		
620954	01/21/2021	NATIONAL GROUND WATER ASSOC	375.00		

TAMPA BAY WATER

CHECK REGISTER - JAN 2021

CHECK#	CHECK DATE	VENDOR NAME	CHECK AMOUNT	DESCRIPTION	APPROVE/RECEIVE
620955	01/21/2021	CITY OF NEW PORT RICHEY	145,589.73	CREDIT DUE FOR 2020 TRUE UP	RECEIVE
620956	01/21/2021	ODYSSEY MANUFACTURING COMPANY	15,671.52		
620957	01/21/2021	PALMA CEIA LOCK & KEY, INC.	339.00		
620958	01/21/2021	PINELLAS COUNTY BOARD OF COUNTY COMMIS	1,673,432.98	CREDIT DUE FOR 2020 TRUE UP	RECEIVE
620959	01/21/2021	PIPER FIRE PROTECTION, INC.	3,557.08		
620960	01/21/2021	MULTI SERVICE TECHNOLOGY SOLUTIONS, INC.	727.48		
620961	01/21/2021	ROYAL RESTROOMS	10,000.00		
620962	01/21/2021	TAMCO ELECTRIC INC	47,126.75		
620963	01/21/2021	CITY OF TAMPA OFFICES	12.59		
620964	01/21/2021	TAMPA ELECTRIC CO	51,135.77		
620965	01/21/2021	TANNER INDUSTRIES, INC.	6,520.78		
620966	01/21/2021	MAINZER MANAGEMENT INC	1,620.00		
620967	01/21/2021	TRINOVA INC.	177.33		
620968	01/21/2021	UNIVERSAL PROTECTION SERVICE LP	114,000.72	SECURITY SERVICES 11/27- 12/31/20	RECEIVE
620969	**01/21/2021**	**VERIZON CONNECT NWF, INC.**	**245.90**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620970	**01/21/2021**	**VERIZON FLORIDA INC**	**8,479.00**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620971	01/21/2021	NISAI WANAKULE	123.20		
620972	01/21/2021	WASTE MANAGEMENT INC. OF FLORIDA	1,526.06		
620973	01/21/2021	WILLIAMS SCOTSMAN, INC	453.55		
620974	**01/21/2021**	**WITHLACOOCHEE RIVER ELECTRIC**	**20,272.75**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620975	01/21/2021	WRIGHT EXPRESS CORPORATION	7,404.89		
620976	01/28/2021	ADVANCED ENVIRONMENTAL LABORATORIES, IN	32.00		
620977	01/28/2021	AIR CENTERS OF FLORIDA, INC.	3,454.16		
620978	01/28/2021	AIRGAS USA, LLC	20,029.07		
620979	01/28/2021	AIRGAS SOUTH, INC.	545.43		
620980	01/28/2021	ALLIED UNIVERSAL CORPORATION	56,440.15	CHEMICAL - SODIUM HYDROXIDE	RECEIVE
620981	01/28/2021	ALLIED UNIVERSAL CORPORATION	21,106.14		
620982	01/28/2021	ALPHA BUSINESS SERVICES, LLC	341.23		
620983	**01/28/2021**	**AT&T MOBILITY II, LLC**	**36.24**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
620984	01/28/2021	ROGER BACHMEIER	300.00		
620985	01/28/2021	BAYSIDE COATINGS INC	29,264.48		
620986	01/28/2021	BLACK & VEATCH CORPORATION	10,590.00		
620987	01/28/2021	BRIGGS EQUIPMENT, INC.	512.00		
620988	01/28/2021	CARDNO, INC	5,787.43		
620989	01/28/2021	CARMEUSE LIME & STONE, INC.	34,527.11		
620990	01/28/2021	CDM SMITH INC	10,871.25		
620991	01/28/2021	CONN & BUENAVENTURA, P.A.	16,829.68		
620992	01/28/2021	CORCORAN & ASSOCIATES, INC.	11,500.00		

TAMPA BAY WATER

CHECK REGISTER - JAN 2021

CHECK#	CHECK DATE	VENDOR NAME	CHECK AMOUNT	DESCRIPTION	APPROVE/RECEIVE
620993	01/28/2021	DEAN, MEAD, EGERTON, BLOODWORTH, CAPOU/	6,666.67		
620994	01/28/2021	DIGITAL AERIAL SOLUTIONS, LLC	38,210.87		
620995	**01/28/2021**	**DUKE ENERGY CORPORATION**	**35,356.52**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
620996	01/28/2021	EAU GALLIE ELECTRIC, INC.	80,718.30	TBC MLK CONSTRUCTION - STARTERS REPLACEMENT	RECEIVE
620997	01/28/2021	ELECTRIC GAS INDUSTRIES ASSOCIATION	20,362.79		
620998	01/28/2021	ELECTRICAL ENGINEERING ENTERPRISES INC	280.00		
620999	01/28/2021	EMPLOYEE BENEFITS CORPORATION	96.00		
621000	01/28/2021	EMPLOYEE BENEFITS CORPORATION	84.60		
621001	01/28/2021	ENVIRONMENTAL SCIENCE ASSOCIATES CORPO	7,176.40		
621002	01/28/2021	FEDERAL EXPRESS CORPORATION	46.51		
621003	01/28/2021	FISHER SCIENTIFIC COMPANY LLC	1,600.99		
621004	**01/28/2021**	**FRONTIER COMMUNICATIONS**	**136.82**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
621005	**01/28/2021**	**FRONTIER COMMUNICATIONS**	**140.98**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
621006	01/28/2021	GANNETT FLEMING, INC	115,914.40	RESERVOIR DAM SAFETY COMPLIANCE	RECEIVE
621007	01/28/2021	JOHN H GRANGER MAINTENANCE & CONSTRUCT	8,640.00		
621008	01/28/2021	GRAY ROBINSON, P.A.	3,410.44		
621009	01/28/2021	GRAYBAR ELECTRIC COMPANY INC	830.74		
621010	01/28/2021	GSI ENVIRONMENTAL, INC.	2,750.00		
621011	01/28/2021	HACH COMPANY	15,419.74		
621012	01/28/2021	HACH COMPANY	75,279.00	AMC FIELD SERVICE PLAN AT SOUTH OPS	RECEIVE
621013	01/28/2021	HAWKINS, INC.	1,194.15		
621014	01/28/2021	HERC RENTALS, INC.	2,115.00		
621015	01/28/2021	HIGH TECH ENGINEERING INCORPORATED	11,272.69		
621016	**01/28/2021**	**HILLSBOROUGH COUNTY**	**22.09**	**UTILITY PAYMENT**	**DELEGATED APPROVAL**
621017	01/28/2021	INFOARMOR, INC.	352.75		
621018	01/28/2021	INTERA, INC.	3,287.50		
621019	01/28/2021	KEMIRA WATER SOLUTIONS, INC.	58,905.98	CHEMICAL - FERRIC SULFATE	RECEIVE
621020	01/28/2021	KEMIRA WATER SOLUTIONS, INC.	29,228.33		
621021	01/28/2021	LAILA MARTIN	250.00		
621022	01/28/2021	MATHESON TRI-GAS INC.	19,660.58		
621023	01/28/2021	METROPOLITAN WATER DISTRICT OF SOUTHERN	16,750.00		
621024	**01/28/2021**	**MICHIGAN STATE DISBURSEMENT UNIT**	**225.52**	**CHILD SUPPORT**	**DELEGATED APPROVAL**
621025	01/28/2021	MUTUAL OF OMAHA COMPANY	8,648.59		
621026	01/28/2021	ODYSSEY MANUFACTURING COMPANY	25,147.20		
621027	01/28/2021	OFFICE DEPOT	1,338.91		
621028	01/28/2021	PINELLAS COUNTY BOARD OF COUNTY COMMISS	8,405.68		
621029	01/28/2021	PIPER FIRE PROTECTION, INC.	11,977.33		
621030	01/28/2021	POLYDYNE INC	52,189.83	CHEMICAL - RESIDUALS DEWATERING AND COAGULATION AID POLYM	RECEIVE

TAMPA BAY WATER

CHECK REGISTER - JAN 2021

CHECK#	CHECK DATE	VENDOR NAME	CHECK AMOUNT	DESCRIPTION	APPROVE/RECEIVE
621031	01/28/2021	RICOH USA, INC.	3,397.54		
621032	01/28/2021	STANTEC CONSULTING SERVICES, INC.	64,659.75	CYPRESS BRG AND MORRIS BRG WF IMPROVEMENTS	RECEIVE
621033	**01/28/2021**	**STATE OF FLORIDA DISBURSEMENT UNIT**	**82.82**	**CHILD SUPPORT**	**DELEGATED APPROVAL**
621034	**01/28/2021**	**STATE OF FLORIDA DISBURSEMENT UNIT**	**152.77**	**CHILD SUPPORT**	**DELEGATED APPROVAL**
621035	01/28/2021	SUNSHINE STATE ONE CALL OF FLORIDA INC	1,086.04		
621036	01/28/2021	TAMPA BAY SYSTEM SALES	552.50		
621037	**01/28/2021**	**TAMPA ELECTRIC CO**	**30,798.44**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
621038	**01/28/2021**	**TAMPA ELECTRIC CO**	**69,227.59**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
621039	**01/28/2021**	**TAMPA ELECTRIC CO**	**3,180.64**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
621040	01/28/2021	TANNER INDUSTRIES, INC.	6,292.76		
621041	01/28/2021	THATCHER CHEMICAL OF FLORIDA INC.	7,894.91		
621042	01/28/2021	SYLINT GROUP INC	4,450.00		
621043	01/28/2021	THYSSENKRUPP ELEVATOR	907.50		
621044	01/28/2021	TYLER TECHNOLOGIES, INC.	5,600.00		
621045	01/28/2021	UNITED PARCEL SERVICE	25.74		
621046	01/28/2021	USGS	31,275.00		
621047	01/28/2021	VANASSE HANGEN BRUSTLIN INC	371.25		
621048	**01/28/2021**	**VERIZON CONNECT NWF, INC.**	**245.90**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
621049	**01/28/2021**	**VERIZON WIRELESS COMMUNICATIONS LLC**	**890.38**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
621050	**01/28/2021**	**VERIZON WIRELESS COMMUNICATIONS LLC**	**489.68**	**UTILITY PAYMENT -COMMUMICATION**	**DELEGATED APPROVAL**
621051	01/28/2021	WHARTON-SMITH INC	191,978.88	PURCHASING WAREHOUSE CONSTRUCTION	RECEIVE
621052	**01/28/2021**	**WITHLACOOCHEE RIVER ELECTRIC**	**986.36**	**ELECTRIC BILL - WELL FIELDS AND PUMPING STATIONS**	**DELEGATED APPROVAL**
621053	01/28/2021	WORLD WIDE TECHNOLOGY, LLC	27,153.88		
WIRE	**01/29/2021**	**INTERNAL REVENUE SERVICE**	**122,495.00**	**FEDERAL PAYROLL TAX DEPOSIT**	**DELEGATED APPROVAL**
WIRE	**01/29/2021**	**INTERNAL REVENUE SERVICE**	**1,704.15**	**FEDERAL PAYROLL TAX DEPOSIT**	**DELEGATED APPROVAL**
253 CHECKS			7,468,742.54		

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.9

DATE: February 25, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Investment Schedule for January 2021 - *Receive Report*

SUMMARY

The attached investment statement and report provide details of Tampa Bay Water's investments for January 2021.

SUGGESTED ACTION

Receive

COST/FUNDING SOURCE

N/A

DISCUSSION

The attached Chandler Asset Management Consolidated Statement and Bond Market Review provide a monthly summary of the agency's asset allocations and the drivers of the economy that may affect investment performance.

Chandler Asset Management, the Board's contracted investment advisor, manages a portion of the agency's funds to earn a higher return, without sacrificing or risking principal.

As of January 31, 2021, the funds currently managed by Chandler Asset Management had a Market

Value of $134,663,983 and are detailed in the attached statement. All the investments are held in a third-party trust account with Regions Bank as custodian.

As of January 31, 2021, the Agency had $130,661,519 held in deposit accounts or certificates of deposits with multiple banking institutions, with interest rates ranging from .05% to .40%. In addition, these banking institutions participate in the State of Florida Public Funds pool and are designated Public Funds. Under this program, each participating bank is required to post collateral with the State at a percentage of the amount of Public Funds held by that bank. The percentage of collateral required is determined by the State and may vary by institution. In the event of a bank failure, all the participants in the pool may be contingently liable for any deposit losses in excess of the pool collateral.

Of the funds held by Tampa Bay Water, 56% are restricted as to purpose. An additional $30.9 million in the Utility Reserve Fund is not restricted as to purpose but must be maintained at levels sufficient to ensure compliance with debt coverage requirements.

BACKGROUND

Resolution 2017-002 approves the Agency's Investment Policy.

US Government Securities - Treasuries (100%) - Collective term used to describe debt instruments backed by the US Government and issued through the US Department of Treasure.

US Government Agency (50%) – A debt instrument issued by one of the Federal Agencies.

Federal Instrumentalities (80%) - A government sponsored/owned entity created by US Congress.

Mortgage-Backed Securities (20%) – An ownership interest in a pool of mortgage loans made by financial institutions to finance the borrower's purchase of a home or other real estate.

Repurchase Agreements (50%) - A short-term investment vehicle where an investor agrees to buy securities from a counterparty and simultaneously agrees to resell the securities back to the counterparty at an agreed upon time for an agreed upon price.

Commercial Paper (25%) – Short term unsecured promissory note issued by a company or financial institution. Issued at a discount and matures for par or face value.

Corporate Note (25%) – A debt instrument issued by a corporation with a maturity of greater than one year and less than ten years.

Bankers' Acceptances (25%) – A draft or bill of exchange drawn upon and accepted by a bank.

Municipal Note/Bond (20%) – A debt instrument issued by a state, local government or public agency.

Supranationals (15%) – A debt instrument issued by the International Bank for Reconstruction and Development, International Finance Corporation or Inter-American Development Bank.

Money Market Mutual Funds (50%) – Market in which short-term debt instruments are issued/traded.

Intergovernmental Investment Pool (25%) – An investment by local governments in which their money is pooled as a method for managing local funds.

Attachments (2)

Investment Schedule for January 2021 (1 of 2).pdf
Investment Schedule for January 2021 (2 of 2).pdf

Tampa Bay Water Consolidated - Account #10504

MONTHLY ACCOUNT STATEMENT

JANUARY 1, 2021 THROUGH JANUARY 31, 2021

Chandler Team:
For questions about your account, please call (800) 317-4747,
or contact **operations@chandlerasset.com**

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.

Tampa Bay Water Consolidated

Account #10504

Portfolio Summary

As of January 31, 2021

PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.71
Average Coupon	1.68%
Average Purchase YTM	1.61%
Average Market YTM	0.19%
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	1.76 yrs
Average Life	1.74 yrs

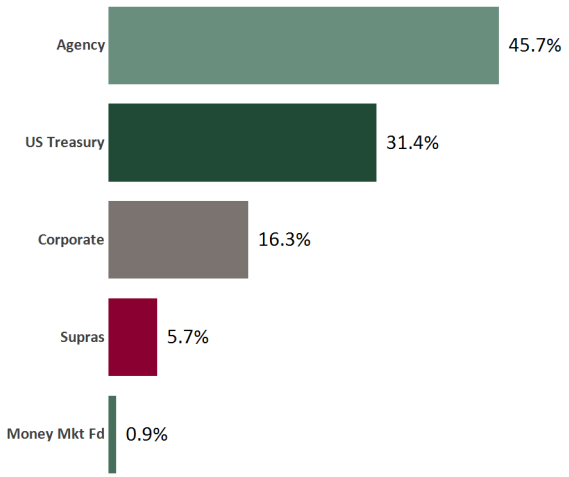
ACCOUNT SUMMARY

	Beg. Values as of 12/31/20	End Values as of 1/31/21
Market Value	134,130,244	134,131,308
Accrued Interest	532,913	532,675
Total Market Value	**134,663,157**	**134,663,983**
Income Earned Cont/WD	185,499	180,764
Par	131,395,846	131,392,711
Book Value	131,674,414	131,855,564
Cost Value	131,352,390	131,541,413

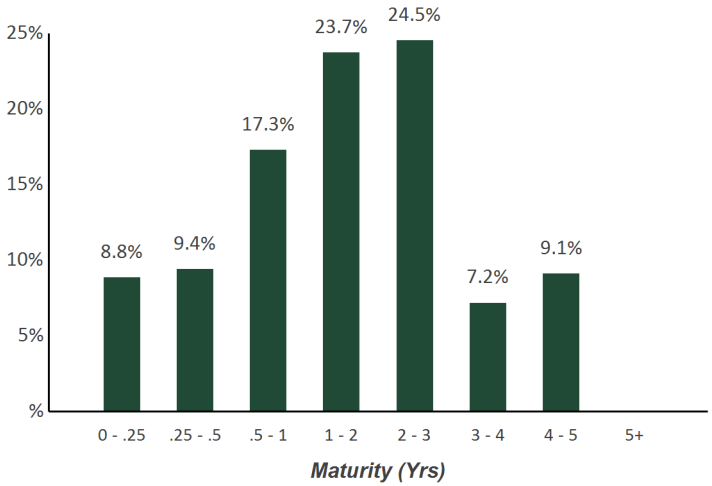
TOP ISSUERS

Government of United States	31.4%
Federal Home Loan Bank	14.9%
Federal National Mortgage Assoc	13.9%
Federal Home Loan Mortgage Corp	12.0%
Federal Farm Credit Bank	4.8%
Intl Bank Recon and Development	2.7%
International Finance Corp	1.5%
Bank of America Corp	1.5%
Total	**82.8%**

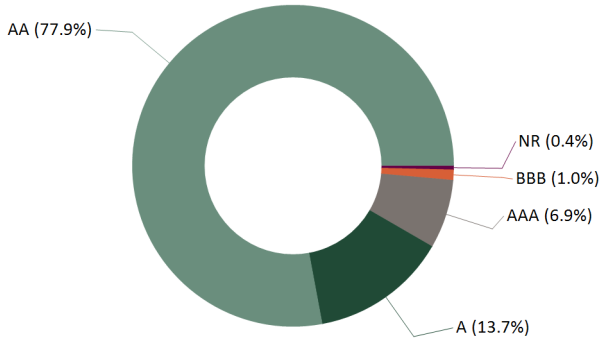
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Holdings Report

As of January 31, 2021

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3133EJCE7	FFCB Note 2.35% Due 2/12/2021	500,000.00	07/12/2019 1.97%	502,893.00 500,055.06	100.07 0.07%	500,348.00 5,515.97	0.38% 292.94	Aaa / AA+ AAA	0.03 0.03
3137EAEL9	FHLMC Note 2.375% Due 2/16/2021	450,000.00	03/06/2018 2.48%	448,636.50 449,981.01	100.10 0.08%	450,429.75 4,898.44	0.34% 448.74	Aaa / AA+ AAA	0.04 0.04
3137EAEL9	FHLMC Note 2.375% Due 2/16/2021	1,500,000.00	03/06/2018 2.48%	1,495,455.00 1,499,936.70	100.10 0.08%	1,501,432.50 16,328.13	1.13% 1,495.80	Aaa / AA+ AAA	0.04 0.04
3133EJXV6	FFCB Note 2.7% Due 2/23/2021	375,000.00	07/10/2019 1.96%	379,398.75 375,163.19	100.16 0.07%	375,602.63 4,443.75	0.28% 439.44	Aaa / AA+ AAA	0.06 0.06
3133EJJD2	FFCB Note 2.54% Due 4/5/2021	500,000.00	07/10/2019 1.93%	505,144.50 500,511.20	100.45 0.00%	502,256.50 4,092.22	0.38% 1,745.30	Aaa / AA+ AAA	0.18 0.18
3133EKLQ7	FFCB Note 2.25% Due 5/17/2021	500,000.00	Various 1.88%	503,330.00 500,513.23	100.65 0.04%	503,246.50 2,312.50	0.38% 2,733.27	Aaa / AA+ AAA	0.29 0.29
3130A1W95	FHLB Note 2.25% Due 6/11/2021	500,000.00	Various 1.93%	503,055.00 500,557.80	100.75 0.17%	503,745.50 1,562.50	0.38% 3,187.70	Aaa / AA+ AAA	0.36 0.36
3135G0U35	FNMA Note 2.75% Due 6/22/2021	2,200,000.00	07/27/2018 2.82%	2,195,864.00 2,199,448.79	101.05 0.08%	2,222,990.00 6,554.17	1.66% 23,541.21	Aaa / AA+ AAA	0.39 0.39
3135G0U35	FNMA Note 2.75% Due 6/22/2021	800,000.00	Various 2.76%	799,686.00 799,957.54	101.05 0.08%	808,360.00 2,383.33	0.60% 8,402.46	Aaa / AA+ AAA	0.39 0.39
313383ZU8	FHLB Note 3% Due 9/10/2021	500,000.00	08/16/2018 2.76%	503,495.00 500,689.64	101.78 0.08%	508,876.50 5,875.00	0.38% 8,186.86	Aaa / AA+ NR	0.61 0.60
3130AF5B9	FHLB Note 3% Due 10/12/2021	600,000.00	Various 2.93%	601,109.00 600,297.69	102.03 0.09%	612,178.80 5,450.00	0.46% 11,881.11	Aaa / AA+ NR	0.70 0.69
3130AF5B9	FHLB Note 3% Due 10/12/2021	2,500,000.00	Various 2.88%	2,507,665.00 2,501,982.82	102.03 0.09%	2,550,745.00 22,708.34	1.91% 48,762.18	Aaa / AA+ NR	0.70 0.69
313376C94	FHLB Note 2.625% Due 12/10/2021	3,000,000.00	10/01/2018 2.94%	2,970,963.00 2,992,223.57	102.13 0.14%	3,064,005.00 11,156.25	2.28% 71,781.43	Aaa / AA+ AAA	0.86 0.85
313376C94	FHLB Note 2.625% Due 12/10/2021	600,000.00	12/28/2018 2.63%	599,844.00 599,954.72	102.13 0.14%	612,801.00 2,231.25	0.46% 12,846.28	Aaa / AA+ AAA	0.86 0.85
313376C94	FHLB Note 2.625% Due 12/10/2021	500,000.00	02/18/2020 1.46%	510,377.00 504,905.49	102.13 0.14%	510,667.50 1,859.38	0.38% 5,762.01	Aaa / AA+ AAA	0.86 0.85
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	450,000.00	11/14/2019 1.64%	456,952.50 453,045.02	102.16 0.10%	459,735.75 534.38	0.34% 6,690.73	Aaa / AA+ AAA	0.95 0.94

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AGENCY									
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	1,250,000.00	11/14/2019 1.64%	1,269,312.50 1,258,458.39	102.16 0.10%	1,277,043.75 1,484.38	0.95% 18,585.36	Aaa / AA+ AAA	0.95 0.94
313378WG2	FHLB Note 2.5% Due 3/11/2022	300,000.00	03/28/2019 2.26%	302,073.00 300,777.13	102.64 0.12%	307,917.60 2,916.67	0.23% 7,140.47	Aaa / AA+ NR	1.11 1.09
313378WG2	FHLB Note 2.5% Due 3/11/2022	1,750,000.00	04/15/2019 2.41%	1,754,340.00 1,751,650.02	102.64 0.12%	1,796,186.00 17,013.89	1.35% 44,535.98	Aaa / AA+ NR	1.11 1.09
313378CR0	FHLB Note 2.25% Due 3/11/2022	500,000.00	04/09/2020 0.36%	518,005.00 510,410.35	102.39 0.09%	511,967.00 4,375.00	0.38% 1,556.65	Aaa / AA+ NR	1.11 1.09
3133ELWD2	FFCB Note 0.375% Due 4/8/2022	370,000.00	04/03/2020 0.45%	369,452.40 369,676.69	100.31 0.12%	371,136.27 435.52	0.28% 1,459.58	Aaa / AA+ AAA	1.18 1.18
3133ELWD2	FFCB Note 0.375% Due 4/8/2022	500,000.00	04/09/2020 0.36%	500,133.50 500,079.36	100.31 0.12%	501,535.50 588.54	0.37% 1,456.14	Aaa / AA+ AAA	1.18 1.18
3133ELWD2	FFCB Note 0.375% Due 4/8/2022	1,500,000.00	04/09/2020 0.36%	1,500,400.50 1,500,238.09	100.31 0.12%	1,504,606.50 1,765.63	1.12% 4,368.41	Aaa / AA+ AAA	1.18 1.18
3134GVJ66	FHLMC Note 0.25% Due 6/8/2022	500,000.00	06/04/2020 0.28%	499,700.00 499,797.81	100.25 0.07%	501,240.00 184.03	0.37% 1,442.19	Aaa / NR AAA	1.35 1.35
313379Q69	FHLB Note 2.125% Due 6/10/2022	350,000.00	10/01/2018 2.93%	340,193.00 346,403.37	102.72 0.12%	359,527.00 1,053.65	0.27% 13,123.63	Aaa / AA+ AAA	1.36 1.34
313379Q69	FHLB Note 2.125% Due 6/10/2022	3,215,000.00	10/01/2018 2.93%	3,124,915.70 3,181,962.40	102.72 0.12%	3,302,512.30 9,678.49	2.46% 120,549.90	Aaa / AA+ AAA	1.36 1.34
313379Q69	FHLB Note 2.125% Due 6/10/2022	500,000.00	07/17/2020 0.22%	517,945.00 512,847.58	102.72 0.12%	513,610.00 1,505.21	0.38% 762.42	Aaa / AA+ AAA	1.36 1.34
3137EAET2	FHLMC Note 0.125% Due 7/25/2022	850,000.00	07/21/2020 0.24%	848,079.00 848,585.49	100.03 0.11%	850,224.40 17.71	0.63% 1,638.91	Aaa / AA+ AAA	1.48 1.48
3137EAET2	FHLMC Note 0.125% Due 7/25/2022	320,000.00	07/21/2020 0.24%	319,276.80 319,467.48	100.03 0.11%	320,084.48 6.67	0.24% 617.00	Aaa / AA+ AAA	1.48 1.48
3130AJY52	FHLB Note 0.125% Due 8/12/2022	500,000.00	08/13/2020 0.22%	499,090.00 499,303.75	100.10 0.06%	500,504.00 289.94	0.37% 1,200.25	Aaa / AA+ AAA	1.53 1.53
3135G0W33	FNMA Note 1.375% Due 9/6/2022	450,000.00	09/11/2019 1.66%	446,265.00 448,005.72	102.05 0.09%	459,234.00 2,492.19	0.34% 11,228.28	Aaa / AA+ AAA	1.60 1.58
3135G0W33	FNMA Note 1.375% Due 9/6/2022	1,500,000.00	09/11/2019 1.66%	1,487,550.00 1,493,352.39	102.05 0.09%	1,530,780.00 8,307.29	1.14% 37,427.61	Aaa / AA+ AAA	1.60 1.58

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AGENCY									
3130A3KM5	FHLB Note 2.5% Due 12/9/2022	250,000.00	10/29/2020 0.20%	262,107.50 260,629.44	104.48 0.09%	261,187.50 902.78	0.19% 558.06	Aaa / AA+ NR	1.85 1.82
3135G0T94	FNMA Note 2.375% Due 1/19/2023	350,000.00	07/18/2019 1.87%	355,915.00 353,313.32	104.39 0.14%	365,351.35 277.08	0.27% 12,038.03	Aaa / AA+ AAA	1.97 1.93
3133ELNW0	FFCB Note 1.45% Due 2/21/2023	600,000.00	02/19/2020 1.45%	599,929.80 599,951.96	102.66 0.16%	615,930.60 3,866.67	0.46% 15,978.64	Aaa / AA+ AAA	2.06 2.02
3133ELNW0	FFCB Note 1.45% Due 2/21/2023	1,500,000.00	02/19/2020 1.45%	1,499,824.50 1,499,879.90	102.66 0.16%	1,539,826.50 9,666.67	1.15% 39,946.60	Aaa / AA+ AAA	2.06 2.02
3137EAEQ8	FHLMC Note 0.375% Due 4/20/2023	1,225,000.00	04/17/2020 0.46%	1,221,937.50 1,222,740.18	100.47 0.16%	1,230,815.08 1,288.80	0.91% 8,074.90	Aaa / AA+ AAA	2.22 2.21
3137EAEQ8	FHLMC Note 0.375% Due 4/20/2023	460,000.00	04/17/2020 0.46%	458,850.00 459,151.42	100.47 0.16%	462,183.62 483.96	0.34% 3,032.20	Aaa / AA+ AAA	2.22 2.21
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	575,000.00	05/05/2020 0.39%	574,758.50 574,818.16	100.50 0.15%	577,898.58 515.10	0.43% 3,080.42	Aaa / AA+ AAA	2.26 2.25
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	1,535,000.00	05/05/2020 0.39%	1,534,355.30 1,534,514.56	100.50 0.15%	1,542,737.94 1,375.10	1.15% 8,223.38	Aaa / AA+ AAA	2.26 2.25
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	1,645,000.00	05/20/2020 0.35%	1,640,048.55 1,641,201.63	100.22 0.16%	1,648,591.04 788.23	1.22% 7,389.41	Aaa / AA+ AAA	2.30 2.30
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	460,000.00	05/20/2020 0.35%	458,615.40 458,937.84	100.22 0.16%	461,004.18 220.42	0.34% 2,066.34	Aaa / AA+ AAA	2.30 2.30
3135G05G4	FNMA Note 0.25% Due 7/10/2023	535,000.00	07/08/2020 0.32%	533,849.75 534,066.14	100.22 0.16%	536,182.89 78.02	0.40% 2,116.75	Aaa / AA+ AAA	2.44 2.43
3135G05G4	FNMA Note 0.25% Due 7/10/2023	1,435,000.00	07/08/2020 0.32%	1,431,914.75 1,432,495.17	100.22 0.16%	1,438,172.79 209.27	1.07% 5,677.62	Aaa / AA+ AAA	2.44 2.43
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	1,515,000.00	08/19/2020 0.28%	1,513,454.70 1,513,685.51	100.22 0.16%	1,518,401.18 1,683.33	1.13% 4,715.67	Aaa / AA+ AAA	2.56 2.55
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	565,000.00	08/19/2020 0.28%	564,423.70 564,509.78	100.22 0.16%	566,268.43 627.78	0.42% 1,758.65	Aaa / AA+ AAA	2.56 2.55
3137EAEW5	FHLMC Note 0.25% Due 9/8/2023	385,000.00	09/02/2020 0.26%	384,872.95 384,890.29	100.22 0.16%	385,853.93 393.02	0.29% 963.64	Aaa / AA+ AAA	2.60 2.59
3137EAEW5	FHLMC Note 0.25% Due 9/8/2023	1,030,000.00	09/02/2020 0.26%	1,029,660.10 1,029,706.49	100.22 0.16%	1,032,284.54 1,051.46	0.77% 2,578.05	Aaa / AA+ AAA	2.60 2.59

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AGENCY									
3135G0U43	FNMA Note 2.875% Due 9/12/2023	1,250,000.00	07/18/2019 1.88%	1,299,262.50 1,280,967.79	107.08 0.16%	1,338,458.75 13,875.87	1.00% 57,490.96	Aaa / AA+ AAA	2.61 2.51
3135G0U43	FNMA Note 2.875% Due 9/12/2023	350,000.00	07/18/2019 1.88%	363,793.50 358,670.98	107.08 0.16%	374,768.45 3,885.24	0.28% 16,097.47	Aaa / AA+ AAA	2.61 2.51
3137EAFA2	FHLMC Note 0.25% Due 12/4/2023	450,000.00	12/02/2020 0.28%	449,554.50 449,578.50	100.12 0.21%	450,544.95 178.13	0.33% 966.45	Aaa / AA+ AAA	2.84 2.83
3137EAFA2	FHLMC Note 0.25% Due 12/4/2023	1,200,000.00	12/02/2020 0.28%	1,198,812.00 1,198,876.01	100.12 0.21%	1,201,453.20 475.00	0.89% 2,577.19	Aaa / AA+ AAA	2.84 2.83
3130A0F70	FHLB Note 3.375% Due 12/8/2023	600,000.00	12/28/2018 2.73%	617,658.00 610,185.42	109.07 0.18%	654,442.80 2,981.25	0.49% 44,257.38	Aaa / AA+ AAA	2.85 2.74
3130A0F70	FHLB Note 3.375% Due 12/8/2023	1,200,000.00	12/28/2018 2.73%	1,235,316.00 1,220,370.85	109.07 0.18%	1,308,885.60 5,962.50	0.98% 88,514.75	Aaa / AA+ AAA	2.85 2.74
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	750,000.00	06/14/2019 1.97%	782,257.50 771,734.91	108.87 0.23%	816,512.25 2,815.10	0.61% 44,777.34	Aaa / AA+ NR	3.37 3.23
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	1,200,000.00	06/14/2019 1.97%	1,251,612.00 1,234,775.85	108.87 0.23%	1,306,419.60 4,504.17	0.97% 71,643.75	Aaa / AA+ NR	3.37 3.23
3135G0W66	FNMA Note 1.625% Due 10/15/2024	1,220,000.00	10/17/2019 1.66%	1,217,913.80 1,218,453.65	104.92 0.29%	1,280,059.38 5,837.36	0.95% 61,605.73	Aaa / AA+ AAA	3.71 3.59
3135G0W66	FNMA Note 1.625% Due 10/15/2024	390,000.00	10/17/2019 1.66%	389,333.10 389,505.68	104.92 0.29%	409,199.31 1,866.04	0.31% 19,693.63	Aaa / AA+ AAA	3.71 3.59
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	655,000.00	06/17/2020 0.54%	653,644.15 653,812.89	100.33 0.42%	657,149.06 400.28	0.49% 3,336.17	Aaa / AA+ AAA	4.38 4.32
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	1,750,000.00	06/17/2020 0.54%	1,746,377.50 1,746,828.33	100.33 0.42%	1,755,741.75 1,069.44	1.30% 8,913.42	Aaa / AA+ AAA	4.38 4.32
3135G05X7	FNMA Note 0.375% Due 8/25/2025	1,050,000.00	08/25/2020 0.47%	1,045,086.00 1,045,511.66	99.70 0.44%	1,046,892.00 1,684.38	0.78% 1,380.34	Aaa / AA+ AAA	4.57 4.51
3135G05X7	FNMA Note 0.375% Due 8/25/2025	395,000.00	08/25/2020 0.47%	393,151.40 393,311.53	99.70 0.44%	393,830.80 633.65	0.29% 519.27	Aaa / AA+ AAA	4.57 4.51
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	505,000.00	09/23/2020 0.44%	503,479.95 503,587.45	99.57 0.47%	502,806.79 662.81	0.37% (780.66)	Aaa / AA+ AAA	4.65 4.59
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	1,350,000.00	09/23/2020 0.44%	1,345,936.50 1,346,223.89	99.57 0.47%	1,344,136.95 1,771.88	1.00% (2,086.94)	Aaa / AA+ AAA	4.65 4.59

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AGENCY									
3135G06G3	FNMA Note 0.5% Due 11/7/2025	1,455,000.00	11/09/2020 0.57%	1,449,791.10 1,450,022.80	100.17 0.46%	1,457,530.25 1,596.46	1.08% 7,507.45	Aaa / AA+ AAA	4.77 4.70
3135G06G3	FNMA Note 0.5% Due 11/7/2025	545,000.00	11/09/2020 0.57%	543,048.90 543,135.69	100.17 0.46%	545,947.76 597.99	0.41% 2,812.07	Aaa / AA+ AAA	4.77 4.70
Total Agency		**60,210,000.00**	**1.48%**	**60,331,146.05** **60,300,285.16**	**0.17%**	**61,322,999.53** **224,245.66**	**45.70%** **1,022,714.37**	**Aaa / AA+** **AAA**	**2.01** **1.98**
CORPORATE									
46625HQJ2	JP Morgan Chase Callable Note Cont 2/1/2021 2.55% Due 3/1/2021	500,000.00	Various 2.56%	499,825.00 499,995.80	100.10 0.43%	500,500.00 5,312.50	0.38% 504.20	A2 / A- AA-	0.08 0.00
06406FAA1	Bank of NY Mellon Corp Callable Note Cont 3/15/2021 2.5% Due 4/15/2021	1,000,000.00	01/06/2017 2.52%	999,340.00 999,969.02	100.28 0.22%	1,002,779.00 7,361.11	0.75% 2,809.98	A1 / A AA-	0.20 0.12
06406FAA1	Bank of NY Mellon Corp Callable Note Cont 3/15/2021 2.5% Due 4/15/2021	300,000.00	11/09/2017 2.21%	302,862.00 300,167.27	100.28 0.22%	300,833.70 2,208.33	0.23% 666.43	A1 / A AA-	0.20 0.12
69353REW4	PNC Bank Callable Note Cont 3/30/2021 2.15% Due 4/29/2021	275,000.00	12/11/2017 2.40%	272,789.00 274,843.99	100.32 0.17%	275,890.18 1,510.97	0.21% 1,046.19	A2 / A A+	0.24 0.17
69353REW4	PNC Bank Callable Note Cont 3/30/2021 2.15% Due 4/29/2021	1,000,000.00	Various 2.93%	977,920.00 998,248.91	100.32 0.17%	1,003,237.01 5,494.44	0.75% 4,988.10	A2 / A A+	0.24 0.17
06406FAB9	Bank of NY Mellon Corp Callable Note Cont 4/3/2021 2.05% Due 5/3/2021	500,000.00	Various 2.10%	499,522.50 499,936.80	100.31 0.23%	501,566.50 2,505.56	0.37% 1,629.70	A1 / A AA-	0.25 0.17
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	250,000.00	08/13/2019 2.00%	249,795.00 249,965.89	100.52 0.21%	251,300.00 975.00	0.19% 1,334.11	A1 / A AA-	0.30 0.30
91159HHA1	US Bancorp Callable Note Cont 4/23/2021 4.125% Due 5/24/2021	500,000.00	Various 2.13%	516,935.00 502,981.17	100.86 0.34%	504,294.00 3,838.54	0.38% 1,312.83	A1 / A+ A+	0.31 0.23
89114QBL1	Toronto Dominion Bank Note 1.8% Due 7/13/2021	350,000.00	08/16/2018 3.17%	336,822.50 347,982.27	100.72 0.21%	352,519.65 315.00	0.26% 4,537.38	Aa1 / AA- AA	0.45 0.45
69371RP42	Paccar Financial Corp Note 3.15% Due 8/9/2021	350,000.00	08/06/2018 3.16%	349,891.50 349,981.29	101.51 0.26%	355,280.10 5,267.50	0.27% 5,298.81	A1 / A+ NR	0.52 0.51

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CORPORATE									
69371RP42	Paccar Financial Corp Note 3.15% Due 8/9/2021	1,000,000.00	08/06/2018 3.16%	999,690.00 999,946.54	101.51 0.26%	1,015,086.00 15,050.00	0.76% 15,139.46	A1 / A+ NR	0.52 0.51
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	1,000,000.00	06/27/2018 3.10%	963,660.00 993,004.40	100.90 0.23%	1,008,995.00 7,177.78	0.75% 15,990.60	A3 / A A-	0.62 0.54
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	375,000.00	Various 2.48%	367,590.75 373,716.97	100.90 0.23%	378,373.13 2,691.66	0.28% 4,656.16	A3 / A A-	0.62 0.54
91159HHP8	US Bancorp Callable Note Cont 12/23/2021 2.625% Due 1/24/2022	350,000.00	05/01/2017 2.41%	353,262.00 350,674.70	102.11 0.26%	357,385.00 178.65	0.27% 6,710.30	A1 / A+ A+	0.98 0.89
91159HHP8	US Bancorp Callable Note Cont 12/23/2021 2.625% Due 1/24/2022	1,000,000.00	05/01/2017 2.41%	1,009,320.00 1,001,927.72	102.11 0.26%	1,021,100.00 510.42	0.76% 19,172.28	A1 / A+ A+	0.98 0.89
69371RP75	Paccar Financial Corp Note 2.85% Due 3/1/2022	250,000.00	06/23/2020 0.49%	259,870.00 256,317.44	102.78 0.28%	256,957.25 2,968.75	0.19% 639.81	A1 / A+ NR	1.08 1.06
084664BT7	Berkshire Hathaway Note 3% Due 5/15/2022	1,000,000.00	05/12/2017 2.30%	1,032,800.00 1,008,415.79	103.59 0.21%	1,035,854.00 6,333.33	0.77% 27,438.21	Aa2 / AA A+	1.28 1.27
084664BT7	Berkshire Hathaway Note 3% Due 5/15/2022	350,000.00	05/12/2017 2.30%	361,480.00 352,945.53	103.59 0.21%	362,548.90 2,216.67	0.27% 9,603.37	Aa2 / AA A+	1.28 1.27
911312BC9	UPS Callable Note Cont 4/16/2022 2.35% Due 5/16/2022	1,000,000.00	10/01/2018 3.30%	967,750.00 988,550.15	102.48 0.29%	1,024,839.00 4,895.83	0.76% 36,288.85	A2 / A- NR	1.29 1.19
911312BC9	UPS Callable Note Cont 4/16/2022 2.35% Due 5/16/2022	350,000.00	10/01/2018 3.30%	338,712.50 345,992.55	102.48 0.29%	358,693.65 1,713.54	0.27% 12,701.10	A2 / A- NR	1.29 1.19
95000U2B8	Wells Fargo & Company Note 2.625% Due 7/22/2022	1,000,000.00	12/11/2017 2.78%	993,500.00 997,928.66	103.29 0.39%	1,032,903.00 656.25	0.77% 34,974.34	A2 / BBB+ A+	1.47 1.45
95000U2B8	Wells Fargo & Company Note 2.625% Due 7/22/2022	350,000.00	12/11/2017 2.78%	347,725.00 349,275.03	103.29 0.39%	361,516.05 229.69	0.27% 12,241.02	A2 / BBB+ A+	1.47 1.45
166764AB6	Chevron Corp Callable Note Cont 9/5/2022 2.355% Due 12/5/2022	350,000.00	07/09/2018 3.17%	338,408.00 345,155.58	103.31 0.27%	361,577.30 1,282.17	0.27% 16,421.72	Aa2 / AA NR	1.84 1.57
24422EUA5	John Deere Capital Corp Note 2.7% Due 1/6/2023	350,000.00	08/16/2018 3.27%	341,918.50 346,444.14	104.64 0.29%	366,256.80 656.25	0.27% 19,812.66	A2 / A A	1.93 1.89

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CORPORATE									
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	350,000.00	08/16/2018 3.27%	341,838.00 346,394.48	104.58 0.34%	366,028.25 525.00	0.27% 19,633.77	A1 / A+ A+	1.95 1.90
06051GGE3	Bank of America Corp Callable Note 1X 1/20/2022 3.124% Due 1/20/2023	500,000.00	01/26/2021 1.74%	513,415.00 513,340.68	102.61 0.42%	513,070.00 477.28	0.38% (270.68)	A2 / A- A+	1.97 0.96
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	1,000,000.00	06/18/2018 3.32%	971,660.00 987,803.68	104.43 0.31%	1,044,342.00 441.67	0.78% 56,538.32	A2 / A A	1.98 1.87
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	350,000.00	06/18/2018 3.32%	340,081.00 345,731.29	104.43 0.31%	365,519.70 154.58	0.27% 19,788.41	A2 / A A	1.98 1.87
44932HAH6	IBM Credit Corp Note 3% Due 2/6/2023	350,000.00	09/18/2019 2.20%	359,051.00 355,386.63	105.72 0.16%	370,013.00 5,104.17	0.28% 14,626.37	A2 / A NR	2.02 1.94
44932HAH6	IBM Credit Corp Note 3% Due 2/6/2023	1,000,000.00	10/07/2019 1.88%	1,036,050.00 1,021,790.09	105.72 0.16%	1,057,180.00 14,583.33	0.80% 35,389.91	A2 / A NR	2.02 1.94
437076AZ5	Home Depot Callable Note Cont 1/1/2023 2.7% Due 4/1/2023	1,000,000.00	04/17/2019 2.73%	999,060.00 999,484.96	104.72 0.23%	1,047,219.00 9,000.00	0.78% 47,734.04	A2 / A A	2.16 1.87
89236TFS9	Toyota Motor Credit Corp Note 3.35% Due 1/8/2024	1,000,000.00	05/20/2019 2.69%	1,028,610.00 1,018,109.52	108.65 0.38%	1,086,495.00 2,140.28	0.81% 68,385.48	A1 / A+ A+	2.94 2.82
46625HJT8	JP Morgan Chase Note 3.875% Due 2/1/2024	500,000.00	03/28/2019 2.89%	521,940.00 513,596.10	109.89 0.55%	549,452.00 9,687.50	0.42% 35,855.90	A2 / A- AA-	3.00 2.81
06051GHR3	Bank of America Corp Callable Note 1X 3/15/2024 3.458% Due 3/15/2025	1,000,000.00	01/26/2021 0.79%	1,086,030.00 1,085,801.65	108.50 0.70%	1,085,012.00 13,063.56	0.82% (789.65)	A2 / A- A+	4.12 2.95
06051GHR3	Bank of America Corp Callable Note 1X 3/15/2024 3.458% Due 3/15/2025	350,000.00	01/26/2021 0.79%	380,110.50 380,030.58	108.50 0.70%	379,754.20 4,572.24	0.29% (276.38)	A2 / A- A+	4.12 2.95
Total Corporate		**21,150,000.00**	**2.54%**	**21,259,234.75** **21,301,837.27**	**0.30%**	**21,854,370.37** **141,099.55**	**16.33%** **552,533.10**	**A1 / A** **A+**	**1.46** **1.28**
MONEY MARKET FUND FI									
192826303	Fidelity Institutional Govt Portfolio	338,917.95	Various 0.01%	338,917.95 338,917.95	1.00 0.01%	338,917.95 0.00	0.25% 0.00	Aaa / AAA NR	0.00 0.00

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MONEY MARKET FUND FI									
192826303	Fidelity Institutional Govt Portfolio	288,647.13	Various 0.01%	288,647.13 288,647.13	1.00 0.01%	288,647.13 0.00	0.21% 0.00	Aaa / AAA NR	0.00 0.00
192826303	Fidelity Institutional Govt Portfolio	590,145.97	Various 0.01%	590,145.97 590,145.97	1.00 0.01%	590,145.97 0.00	0.44% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		**1,217,711.05**	**0.01%**	**1,217,711.05** **1,217,711.05**	**0.01%**	**1,217,711.05** **0.00**	**0.90%** **0.00**	**Aaa / AAA** **NR**	**0.00** **0.00**
SUPRANATIONAL									
4581X0DB1	Inter-American Dev Bank Note 2.625% Due 4/19/2021	1,500,000.00	05/10/2018 2.81%	1,492,321.37 1,499,447.94	100.51 0.26%	1,507,663.50 11,156.25	1.13% 8,215.56	Aaa / AAA AAA	0.21 0.22
4581X0DB1	Inter-American Dev Bank Note 2.625% Due 4/19/2021	450,000.00	05/10/2018 2.81%	447,696.41 449,834.38	100.51 0.26%	452,299.05 3,346.88	0.34% 2,464.67	Aaa / AAA AAA	0.21 0.22
459058FH1	Intl. Bank Recon & Development Note 1.375% Due 5/24/2021	1,500,000.00	05/10/2018 2.79%	1,438,822.71 1,493,804.83	100.37 0.21%	1,505,475.00 3,838.54	1.12% 11,670.17	Aaa / AAA AAA	0.31 0.31
459058FH1	Intl. Bank Recon & Development Note 1.375% Due 5/24/2021	500,000.00	07/09/2018 2.78%	480,800.00 497,948.09	100.37 0.21%	501,825.00 1,279.51	0.37% 3,876.91	Aaa / AAA AAA	0.31 0.31
45950KCJ7	International Finance Corp Note 1.125% Due 7/20/2021	500,000.00	07/09/2018 2.79%	476,050.54 496,337.14	100.45 0.17%	502,243.00 171.88	0.37% 5,905.86	Aaa / AAA NR	0.47 0.47
45950KCJ7	International Finance Corp Note 1.125% Due 7/20/2021	1,500,000.00	Various 2.83%	1,427,054.97 1,488,728.91	100.45 0.17%	1,506,729.00 515.63	1.12% 18,000.09	Aaa / AAA NR	0.47 0.47
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	1,220,000.00	10/21/2020 0.52%	1,218,621.40 1,218,693.88	99.89 0.52%	1,218,605.54 1,575.83	0.91% (88.34)	Aaa / AAA AAA	4.74 4.67
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	455,000.00	10/21/2020 0.52%	454,485.85 454,512.88	99.89 0.52%	454,479.94 587.71	0.34% (32.94)	Aaa / AAA AAA	4.74 4.67
Total Supranational		**7,625,000.00**	**2.30%**	**7,435,853.25** **7,599,308.05**	**0.28%**	**7,649,320.03** **22,472.23**	**5.70%** **50,011.98**	**Aaa / AAA** **AAA**	**1.29** **1.28**
US TREASURY									
9128283X6	US Treasury Note 2.25% Due 2/15/2021	250,000.00	04/12/2019 2.42%	249,238.28 249,984.13	100.08 0.22%	250,206.25 2,598.51	0.19% 222.12	Aaa / AA+ AAA	0.04 0.04
9128286D7	US Treasury Note 2.5% Due 2/28/2021	500,000.00	01/29/2020 1.56%	505,039.06 500,344.44	100.18 0.17%	500,902.00 5,317.68	0.38% 557.56	Aaa / AA+ AAA	0.08 0.08

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US TREASURY									
9127962F5	US Treasury Blll 0.161% Due 3/25/2021	450,000.00	06/29/2020 0.16%	449,460.65 449,895.28	99.98 0.16%	449,895.28 0.00	0.33% 0.00	P-1 / A-1+ F-1+	0.15 0.15
912828Q37	US Treasury Note 1.25% Due 3/31/2021	500,000.00	04/29/2020 0.11%	505,234.38 500,906.25	100.18 0.11%	500,923.50 2,129.12	0.37% 17.25	Aaa / AA+ AAA	0.16 0.16
912828WG1	US Treasury Note 2.25% Due 4/30/2021	500,000.00	10/30/2019 1.69%	504,101.56 500,659.85	100.52 0.12%	502,612.00 2,890.19	0.38% 1,952.15	Aaa / AA+ AAA	0.24 0.25
912828R77	US Treasury Note 1.375% Due 5/31/2021	1,500,000.00	03/06/2018 2.47%	1,449,375.00 1,494,898.92	100.41 0.12%	1,506,211.50 3,569.71	1.12% 11,312.58	Aaa / AA+ AAA	0.33 0.33
9128286V7	US Treasury Note 2.125% Due 5/31/2021	250,000.00	08/02/2019 1.77%	251,591.80 250,284.85	100.66 0.11%	251,660.25 919.47	0.19% 1,375.40	Aaa / AA+ AAA	0.33 0.33
912828R77	US Treasury Note 1.375% Due 5/31/2021	450,000.00	09/17/2019 1.81%	446,712.89 449,370.10	100.41 0.12%	451,863.45 1,070.91	0.34% 2,493.35	Aaa / AA+ AAA	0.33 0.33
912828S27	US Treasury Note 1.125% Due 6/30/2021	500,000.00	01/10/2020 1.61%	496,484.38 499,019.05	100.41 0.13%	502,070.50 497.24	0.37% 3,051.45	Aaa / AA+ AAA	0.41 0.41
912828WY2	US Treasury Note 2.25% Due 7/31/2021	250,000.00	12/13/2019 1.68%	252,275.39 250,690.67	101.07 0.11%	252,675.75 15.54	0.19% 1,985.08	Aaa / AA+ AAA	0.50 0.50
9128282F6	US Treasury Note 1.125% Due 8/31/2021	500,000.00	11/14/2019 1.64%	495,507.81 498,552.90	100.59 0.10%	502,949.00 2,392.96	0.38% 4,396.10	Aaa / AA+ AAA	0.58 0.57
912828T34	US Treasury Note 1.125% Due 9/30/2021	1,575,000.00	Various 1.69%	1,539,512.12 1,569,382.17	100.68 0.10%	1,585,705.28 6,036.06	1.18% 16,323.11	Aaa / AA+ AAA	0.66 0.66
912828T34	US Treasury Note 1.125% Due 9/30/2021	4,050,000.00	Various 1.69%	3,958,443.25 4,035,525.40	100.68 0.10%	4,077,527.85 15,521.29	3.04% 42,002.45	Aaa / AA+ AAA	0.66 0.66
912828T34	US Treasury Note 1.125% Due 9/30/2021	250,000.00	11/26/2019 1.63%	247,714.84 249,181.69	100.68 0.10%	251,699.25 958.10	0.19% 2,517.56	Aaa / AA+ AAA	0.66 0.66
912828YP9	US Treasury Note 1.5% Due 10/31/2021	350,000.00	12/30/2019 1.61%	349,330.08 349,728.03	101.04 0.11%	353,636.85 1,348.76	0.26% 3,908.82	Aaa / AA+ AAA	0.75 0.74
9128285L0	US Treasury Note 2.875% Due 11/15/2021	375,000.00	02/20/2020 1.44%	384,184.57 379,164.25	102.17 0.11%	383,144.63 2,323.03	0.29% 3,980.38	Aaa / AA+ AAA	0.79 0.78
912828U65	US Treasury Note 1.75% Due 11/30/2021	875,000.00	Various 2.72%	846,950.20 868,329.89	101.36 0.11%	886,894.75 2,650.24	0.66% 18,564.86	Aaa / AA+ AAA	0.83 0.82
912828U65	US Treasury Note 1.75% Due 11/30/2021	450,000.00	Various 2.70%	436,092.77 446,632.82	101.36 0.11%	456,117.30 1,362.98	0.34% 9,484.48	Aaa / AA+ AAA	0.83 0.82

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US TREASURY									
9128285V8	US Treasury Note 2.5% Due 1/15/2022	375,000.00	03/04/2020 0.68%	387,641.60 381,460.02	102.27 0.12%	383,525.25 440.26	0.29% 2,065.23	Aaa / AA+ AAA	0.96 0.95
912828Z60	US Treasury Note 1.375% Due 1/31/2022	500,000.00	03/19/2020 0.46%	508,457.03 504,513.72	101.27 0.10%	506,347.50 18.99	0.38% 1,833.78	Aaa / AA+ AAA	1.00 1.00
9128286C9	US Treasury Note 2.5% Due 2/15/2022	375,000.00	03/04/2020 0.66%	388,315.43 382,087.85	102.48 0.11%	384,301.88 4,330.84	0.29% 2,214.03	Aaa / AA+ AAA	1.04 1.02
912828ZA1	US Treasury Note 1.125% Due 2/28/2022	500,000.00	03/19/2020 0.44%	506,660.16 503,677.16	101.09 0.11%	505,469.00 2,392.96	0.38% 1,791.84	Aaa / AA+ AAA	1.08 1.07
9128286H8	US Treasury Note 2.375% Due 3/15/2022	500,000.00	04/29/2020 0.21%	520,292.97 512,074.91	102.52 0.12%	512,617.00 4,559.74	0.38% 542.09	Aaa / AA+ AAA	1.12 1.10
912828W89	US Treasury Note 1.875% Due 3/31/2022	550,000.00	07/31/2018 2.81%	532,275.39 544,396.48	102.04 0.12%	561,236.50 3,513.05	0.42% 16,840.02	Aaa / AA+ AAA	1.16 1.15
912828W89	US Treasury Note 1.875% Due 3/31/2022	1,000,000.00	07/31/2018 2.81%	967,773.44 989,811.78	102.04 0.12%	1,020,430.00 6,387.36	0.76% 30,618.22	Aaa / AA+ AAA	1.16 1.15
912828W89	US Treasury Note 1.875% Due 3/31/2022	500,000.00	04/29/2020 0.21%	515,957.03 509,642.61	102.04 0.12%	510,215.00 3,193.68	0.38% 572.39	Aaa / AA+ AAA	1.16 1.15
9128286M7	US Treasury Note 2.25% Due 4/15/2022	500,000.00	04/29/2020 0.21%	519,941.41 512,215.86	102.57 0.11%	512,851.50 3,368.82	0.38% 635.64	Aaa / AA+ AAA	1.20 1.19
912828ZM5	US Treasury Note 0.125% Due 4/30/2022	300,000.00	12/30/2020 0.12%	300,023.44 300,021.89	100.02 0.11%	300,046.80 96.34	0.22% 24.91	Aaa / AA+ AAA	1.24 1.24
912828XR6	US Treasury Note 1.75% Due 5/31/2022	1,100,000.00	Various 2.75%	1,063,132.81 1,086,209.86	102.16 0.12%	1,123,805.10 3,331.73	0.84% 37,595.24	Aaa / AA+ AAA	1.33 1.32
912828XR6	US Treasury Note 1.75% Due 5/31/2022	450,000.00	11/14/2019 1.60%	451,634.77 450,852.62	102.16 0.12%	459,738.45 1,362.98	0.34% 8,885.83	Aaa / AA+ AAA	1.33 1.32
912828ZR4	US Treasury Note 0.125% Due 5/31/2022	500,000.00	08/28/2020 0.14%	499,843.75 499,881.47	100.02 0.11%	500,117.00 108.17	0.37% 235.53	Aaa / AA+ AAA	1.33 1.33
912828ZX1	US Treasury Note 0.125% Due 6/30/2022	400,000.00	10/29/2020 0.16%	399,796.88 399,828.28	100.02 0.11%	400,093.60 44.20	0.30% 265.32	Aaa / AA+ AAA	1.41 1.41
91282CAC5	US Treasury Note 0.125% Due 7/31/2022	500,000.00	08/28/2020 0.14%	499,843.75 499,878.17	100.02 0.11%	500,097.50 1.73	0.37% 219.33	Aaa / AA+ AAA	1.50 1.50
91282CAG6	US Treasury Note 0.125% Due 8/31/2022	400,000.00	10/29/2020 0.15%	399,796.88 399,825.38	100.02 0.11%	400,078.00 212.71	0.30% 252.62	Aaa / AA+ AAA	1.58 1.57

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US TREASURY									
912828YF1	US Treasury Note 1.5% Due 9/15/2022	375,000.00	12/28/2020 0.13%	383,774.41 383,297.08	102.23 0.12%	383,349.75 2,159.88	0.29% 52.67	Aaa / AA+ AAA	1.62 1.60
91282CAN1	US Treasury Note 0.125% Due 9/30/2022	500,000.00	10/20/2020 0.15%	499,785.16 499,816.37	100.01 0.12%	500,058.50 212.91	0.37% 242.13	Aaa / AA+ AAA	1.66 1.66
912828YK0	US Treasury Note 1.375% Due 10/15/2022	500,000.00	10/20/2020 0.15%	512,089.84 510,369.88	102.13 0.13%	510,625.00 2,058.72	0.38% 255.12	Aaa / AA+ AAA	1.70 1.68
9128283C2	US Treasury Note 2% Due 10/31/2022	400,000.00	11/23/2020 0.16%	414,171.88 412,786.81	103.27 0.13%	413,062.40 2,055.25	0.31% 275.59	Aaa / AA+ AAA	1.75 1.72
912828TY6	US Treasury Note 1.625% Due 11/15/2022	400,000.00	11/23/2020 0.17%	411,500.00 410,399.45	102.68 0.12%	410,718.80 1,400.55	0.31% 319.35	Aaa / AA+ AAA	1.79 1.76
91282CAX9	US Treasury Note 0.125% Due 11/30/2022	500,000.00	12/23/2020 0.12%	500,039.06 500,036.90	100.02 0.11%	500,097.50 108.17	0.37% 60.60	Aaa / AA+ AAA	1.83 1.83
912828ZD5	US Treasury Note 0.5% Due 3/15/2023	650,000.00	03/19/2020 0.57%	648,628.90 649,028.91	100.77 0.14%	655,001.75 1,247.93	0.49% 5,972.84	Aaa / AA+ AAA	2.12 2.11
912828ZD5	US Treasury Note 0.5% Due 3/15/2023	1,500,000.00	03/19/2020 0.57%	1,496,835.95 1,497,759.04	100.77 0.14%	1,511,542.50 2,879.83	1.12% 13,783.46	Aaa / AA+ AAA	2.12 2.11
912828Q29	US Treasury Note 1.5% Due 3/31/2023	1,500,000.00	12/10/2019 1.64%	1,493,261.72 1,495,597.21	102.94 0.14%	1,544,062.50 7,664.84	1.15% 48,465.29	Aaa / AA+ AAA	2.16 2.12
912828Q29	US Treasury Note 1.5% Due 3/31/2023	850,000.00	12/10/2019 1.64%	846,181.64 847,505.08	102.94 0.14%	874,968.75 4,343.41	0.65% 27,463.67	Aaa / AA+ AAA	2.16 2.12
912828VB3	US Treasury Note 1.75% Due 5/15/2023	600,000.00	03/03/2020 0.70%	619,921.87 614,220.15	103.66 0.15%	621,937.20 2,262.43	0.46% 7,717.05	Aaa / AA+ AAA	2.28 2.24
912828VB3	US Treasury Note 1.75% Due 5/15/2023	1,500,000.00	03/03/2020 0.70%	1,549,804.69 1,535,550.39	103.66 0.15%	1,554,843.00 5,656.08	1.16% 19,292.61	Aaa / AA+ AAA	2.28 2.24
91282CBA8	US Treasury Note 0.125% Due 12/15/2023	1,500,000.00	12/28/2020 0.18%	1,497,597.66 1,497,673.22	99.84 0.18%	1,497,657.00 247.25	1.11% (16.22)	Aaa / AA+ AAA	2.87 2.86
912828V80	US Treasury Note 2.25% Due 1/31/2024	1,500,000.00	03/03/2020 0.72%	1,588,183.59 1,567,558.02	106.14 0.19%	1,592,167.50 93.23	1.18% 24,609.48	Aaa / AA+ AAA	3.00 2.92
912828V80	US Treasury Note 2.25% Due 1/31/2024	600,000.00	03/03/2020 0.72%	635,273.44 627,023.21	106.14 0.19%	636,867.00 37.29	0.47% 9,843.79	Aaa / AA+ AAA	3.00 2.92
912828W48	US Treasury Note 2.125% Due 2/29/2024	1,250,000.00	04/15/2019 2.37%	1,236,035.16 1,241,189.60	105.90 0.20%	1,323,730.00 11,300.07	0.99% 82,540.40	Aaa / AA+ AAA	3.08 2.97

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828W48	US Treasury Note 2.125% Due 2/29/2024	500,000.00	04/29/2019 2.32%	495,605.47 497,205.52	105.90 0.20%	529,492.00 4,520.03	0.40% 32,286.48	Aaa / AA+ AAA	3.08 2.97
912828X70	US Treasury Note 2% Due 4/30/2024	600,000.00	05/30/2019 2.09%	597,609.38 598,424.00	105.76 0.22%	634,570.20 3,082.87	0.47% 36,146.20	Aaa / AA+ AAA	3.25 3.14
912828X70	US Treasury Note 2% Due 4/30/2024	1,250,000.00	11/14/2019 1.64%	1,269,384.77 1,264,098.01	105.76 0.22%	1,322,021.25 6,422.65	0.99% 57,923.24	Aaa / AA+ AAA	3.25 3.14
912828YY0	US Treasury Note 1.75% Due 12/31/2024	1,000,000.00	01/30/2020 1.36%	1,018,242.19 1,014,514.53	105.63 0.30%	1,056,289.00 1,546.96	0.79% 41,774.47	Aaa / AA+ AAA	3.92 3.79
912828YY0	US Treasury Note 1.75% Due 12/31/2024	350,000.00	01/30/2020 1.36%	356,384.77 355,080.09	105.63 0.30%	369,701.15 541.44	0.27% 14,621.06	Aaa / AA+ AAA	3.92 3.79
912828Z52	US Treasury Note 1.375% Due 1/31/2025	550,000.00	01/27/2021 0.28%	574,019.53 573,953.90	104.21 0.31%	573,181.40 20.89	0.43% (772.50)	Aaa / AA+ AAA	4.00 3.90
912828Z52	US Treasury Note 1.375% Due 1/31/2025	790,000.00	01/27/2021 0.28%	824,500.78 824,406.52	104.21 0.31%	823,296.92 30.01	0.61% (1,109.60)	Aaa / AA+ AAA	4.00 3.90
Total US Treasury		**41,190,000.00**	**1.25%**	**41,297,467.63** **41,436,422.64**	**0.15%**	**42,086,906.54** **144,858.04**	**31.36%** **650,483.90**	**Aaa / AA+** **AAA**	**1.70** **1.67**
TOTAL PORTFOLIO		**131,392,711.05**	**1.61%**	**131,541,412.73** **131,855,564.17**	**0.19%**	**134,131,307.52** **532,675.48**	**100.00%** **2,275,743.35**	**Aa1 / AA+** **AAA**	**1.76** **1.71**
TOTAL MARKET VALUE PLUS ACCRUED						**134,663,983.00**			

CHANDLER ASSET MANAGEMENT

BOND MARKET REVIEW

A Monthly Review of Fixed Income Markets

JANUARY 2021



Market Data

World Stock Market Indices
data as of 12/31/2020

	Change (11/30/20)	%CHG
S&P 500		
3,756.07	134.44	3.71%
NASDAQ		
12,888.28	689.54	5.65%
DOW JONES		
30,606.48	967.84	3.27%
FTSE (UK)		
6,460.52	194.33	3.10%
DAX (Germany)		
13,718.78	427.62	3.22%
Hang Seng (Hong Kong)		
27,231.13	889.64	3.38%
Nikkei (Japan)		
27,444.17	1,010.55	3.82%

Source: Bloomberg. Please see descriptions of indices on Page 2.

CHANDLER ASSET MANAGEMENT

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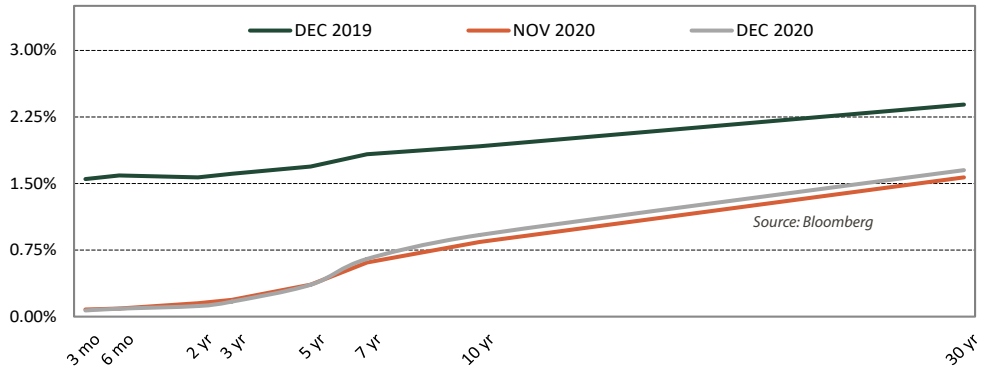
Market Summary

While we remain optimistic about the longer-term outlook, recent economic data suggests that the economy has lost momentum as virus cases have risen. We believe the near-term will remain challenging as the labor market remains under pressure and many regions have renewed business restrictions due to the virus. However, the passage of a new $900 billion COVID-19 fiscal relief bill should help cushion the economy over the next few months, and we believe the incoming Presidential administration will have a keen focus on accelerating vaccine distribution and getting the economy back on track. While the vaccine rollout has gotten off to a slow start, we expect more widespread distribution of vaccines in the second and third quarter of 2021. We also expect the Fed's highly accommodative monetary policy framework will continue to provide support for the financial markets.

The Federal Open Market Committee (FOMC) kept monetary policy unchanged at their December meeting as expected, with the fed funds target rate in a range of 0.0% to 0.25%. The Fed intends to remain highly accommodative until their goals of maximum employment and higher inflation are achieved. The Fed's summary of economic projections continues to signal that the target fed funds rate will remain unchanged until at least 2023, as policymakers do not expect inflation to exceed 2.0% during that timeframe. Until the Fed has made substantial progress toward achieving their dual mandate of maximum employment and price stability, they have set a floor for monthly asset purchases of at least $80 billion per month of Treasuries and $40 billion per month of agency mortgage-backed securities. Notably, the Fed's outlook for GDP over the next few years was revised higher and the outlook for unemployment was revised lower compared with their previous forecasts in September, which suggests increased optimism. Nevertheless, the outlook remains uncertain and Fed Chair Powell indicated that the Fed would increase policy accommodation further if progress toward their dual mandate slows.

The Treasury yield curve steepened in December, due at least in part by favorable developments on the vaccine front and anticipation of improving economic activity in 2021. The yield on 2-year Treasuries was down slightly to 0.12% while the yield on 10-year Treasuries was up nearly eight basis point to 0.92%.

RATES REMAIN LOW BUT THE TREASURY YIELD CURVE HAS STEEPENED



In 2020, Treasury yields declined but the curve steepened as short-term rates declined more than long-term rates. The 3-month T-bill yield was down 149 basis points, the 2-year Treasury yield was down 145 basis points, and the 10-Year Treasury yield was down 100 basis points, year-over-year.

TREASURY YIELDS	Trend (▲/▼)	12/31/2020	11/30/2020	Change
3-Month	▼	0.07	0.08	-0.01
2-Year	▼	0.12	0.15	-0.03
3-Year	▼	0.17	0.19	-0.02
5-Year	-	0.36	0.36	0.00
7-Year	▲	0.65	0.61	0.04
10-Year	▲	0.92	0.84	0.08
30-Year	▲	1.65	1.57	0.08

Source: Bloomberg

Since 1988, Chandler Asset Management has specialized in providing fixed income investment solutions to risk-averse public agencies and institutions. Chandler's mission is to provide fully customizable, client-centered portfolio management that preserves principal, mitigates risk and generates income in our clients' portfolios.

Credit Spreads Tightened in December

CREDIT SPREADS	Spread to Treasuries (%)	One Month Ago (%)	Change
3-month top rated commercial paper	0.08	0.10	(0.02)
2-year A corporate note	0.20	0.21	(0.01)
5-year A corporate note	0.41	0.45	(0.04)
5-year Agency note	0.06	0.10	(0.04)

Source: Bloomberg

Data as of 12/31/2020

Economic Data has Softened with a Resurgence of the Virus

ECONOMIC INDICATOR	Current Release	Prior Release	One Year Ago
Trade Balance	(68.14) $Bln NOV 20	(63.11) $Bln OCT 20	(41.05) $Bln NOV 19
Gross Domestic Product	33.40% SEP 20	(31.40%) JUN 20	2.60% SEP 19
Unemployment Rate	6.70% DEC 20	6.70% NOV 20	3.60% DEC 19
Prime Rate	3.25% DEC 20	3.25% NOV 20	4.75% DEC 19
Commodity Research Bureau Index	167.80 DEC 20	160.06 NOV 20	185.79 DEC 19
Oil (West Texas Int.)	$48.52 DEC 20	$45.34 NOV 20	$61.06 DEC 19
Consumer Price Index (y/o/y)	1.20% NOV 20	1.20% OCT 20	2.10% NOV 19
Producer Price Index (y/o/y)	(1.30%) NOV 20	(1.10%) OCT 20	(1.00%) NOV 19
Dollar/Euro	1.22 DEC 20	1.19 NOV 20	1.12 DEC 19

Source: Bloomberg

Economic Roundup

Consumer Prices

The Consumer Price Index (CPI) was up 1.2% year-over-year in November, unchanged from October. Core CPI (CPI less food and energy) was up 1.6% year-over-year in November, also unchanged from October. The Personal Consumption Expenditures (PCE) index was up 1.1% year-over-year in November, versus up 1.2% year-over-year in October. Core PCE, which is the Fed's primary inflation gauge, was up 1.4% year-over-year in November, unchanged from October. Inflation remains below the Fed's target.

Retail Sales

Consumer spending trends softened in November. On a year-over-year basis, retail sales were up 4.1% in November versus 5.5% in October. On a month-over-month basis, retail sales declined 1.1% in November, with broad-based declines in many categories on a seasonally adjusted basis. Excluding vehicles and gas, retail sales fell 0.8% in November, following a 0.1% decline in October. Notably, retail sales make up roughly one third of the personal consumption expenditures component of US gross domestic product (GDP), while services revenue comprises roughly two thirds. Spending on services has been hit particularly hard by the pandemic and lagged the pick-up in overall third quarter GDP. While retail sales remain higher on a year-over-year basis, we believe this has been partially boosted by the contraction in spending on services.

Labor Market

U.S. nonfarm payrolls declined by 140,000 in December. It was the first monthly decline in nonfarm payrolls since April of last year and came in well below expectations for a 50,000 gain. The monthly decline was led by the leisure and hospitality sector which experienced a 498,000 net decline in payrolls in December, along with modest declines in government jobs and education and health services. The unemployment rate was unchanged in December at 6.7% and has improved significantly from the peak of 14.8% last April. Nevertheless, more than 10.7 million people remain unemployed. Workers who classified themselves as employed but absent from work in December continued to understate the unemployment rate by about 0.6%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons, remained high but declined to 11.7% in December from 12.0% in November. The labor participation rate was unchanged at 61.5% in December and remains well below pre-pandemic levels.

Housing Starts

Total housing starts increased 1.2% in November to an annual pace of 1,547,000. Single family starts inched up 0.4% to a very strong annualized rate of 1,186,000, while multi-family starts increased 4.0% to an annualized rate of 361,000. On a year-over-year basis, total housing starts were up 12.8% in November, driven by growth in single-family starts. Meanwhile, permits were up 6.2% on a month-over-month basis in November, to an annualized rate of 1,639,000 (the strongest rate since 2006).

World Stock Market Index Descriptions

S&P 500– The S&P 500 is a market value weighted index of 500 large-capitalization stocks. The 500 companies included in the index capture approximately 80% of available US market capitalization. NASDAQ–The NASDAQ Composite Index is the market capitalization-weighted index of over 3,300 common stocks listed on the NASDAQ stock exchange. Dow Jones–The Dow Jones Industrial Average is an index that tracks 30 large, publicly-owned companies trading on the New York Stock Exchange and the NASDAQ. The Financial Times Stock Exchange Group (FTSE)– The FTSE is a share index of the 100 companies listed on the London Stock Exchange with the highest market capitalization. DAX–The Deutscher Aktienindex (DAX) is a blue chip stock market index consisting of the 30 major German companies trading on the Frankfurt Stock Exchange. Hang Seng–The Hang Seng Index is a freefloat-adjusted market-capitalization-weighted stock market index in Hong Kong. It is used to record and monitor daily changes of the largest companies of the Hong Kong stock market and is the main indicator of overall market performance in Hong Kong. Nikkei–Japan's Nikkei 225 Stock Average is a price-weighted index composed of Japan's top 225 blue-chip companies traded on the Tokyo Stock Exchange.

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Data source: Bloomberg and the U.S. Department of Labor. This report is provided for informational purposes only and should not be construed as specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of publication, but may become outdated or superseded at any time without notice. Any opinions or views expressed are based on current market conditions and are subject to change. This report may contain forecasts and forward-looking statements which are inherently limited and should not be relied upon as an indicator of future results. Past performance is not indicative of future results. This report is not intended to constitute an offer, solicitation, recommendation or advice regarding any securities or investment strategy and should not be regarded by recipients as a substitute for the exercise of their own judgment. Fixed income investments are subject to interest, credit, and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.10

DATE: March 1, 2021

TO: Board of Directors

THRU: Charled H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Financial Statement as of January 2021 - *Receive Report*

SUMMARY

The attached Statement of Revenues and Expenditures summarizes the Agency's rate basis financial activity for January 2021.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

None

DISCUSSION

Financial Statements - Summary of Major Points:

The agency lags in actual expenditures for the Professional Services category due primarily to the normal nature of the billing and review process which takes typically 60 to 90 days. This is adjusted at year end to reflect all actual activity.

Electricity and Water Treatment Chemicals appear low because the budgeted amount is spread evenly over the year, but the use of electricity and chemicals are more seasonal.

Uniform Rate – Statement of Revenue and Expenses

Revenue:

Operating income consists of water sales (fixed and variable components), sales from the Tampa Bypass Canal to the City of Tampa, and the board-approved balance carried forward from the previous year through the Rate Stabilization Fund. Other Income consists routinely of interest income received from investments.

Expenditures:

Throughout the year, actual expenditures normally lag behind budgeted expenditures by at least one to two months. This is due to the fact that vendor bills and the subsequent payment of those bills generally lag behind the actual performance of the services by 30 to 45 days and the budgeted expenses are distributed evenly across the 12 months of the fiscal year. When the fiscal year end approaches, the books are held open to allow for all the appropriate activity to be accounted for and shown in the appropriate fiscal year.

Variable rate expenditures will have seasonal peaks as the agency enters the dry season and begins to use the costlier supply sources.

The "Encumbrance" balance shown on the bottom of the financial statements represents the amount of open purchase orders (committed funds and blanket purchase orders) as of the end of the month, including purchase orders carried forward from the previous year. Although the encumbrance is presented for informational purposes, it gives a projected contractual commitment against current year funds. There are many purchase orders established at the beginning of the year that will be spent through the year and monthly revenue will be collected through the year to offset that expense.

Rate revenue is shown as being earned in level monthly increments and only catches up to the expenditures at year end. Significant encumbrances include Water Treatment Chemicals, Power, Professional Services and Water for Resale. Professional service tasks frequently carry over beyond the end of a fiscal year, in which case the applicable open purchase orders and the associated budget dollars are carried into the next fiscal year to allow for completion of those tasks as mentioned above.

Attachment (1)

Financial Statement January 2021.pdf

TAMPA BAY WATER
UNIFORM RATE BASIS
Statement of Revenues and Expenditures
January 31, 2021

	Current Month Actual	Current Month Budget	Percent of Budget	$ Variance	Year to Date Actual	Year to Date Budget	Percent of Budget	$ Variance
OPERATING REVENUE:								
Operating Grant - SWFWMD	0	-202,687	0.00%	202,687	0	810,746	0.00%	-810,746
Water Sales - Fixed	12,214,962	12,214,962	100.00%	0	48,859,848	48,859,848	100.00%	0
Water Sales - Variable	4,170,501	2,161,548	192.94%	2,008,953	8,465,150	8,646,190	97.91%	-181,041
Water Sales - Other	3,500	3,500	100.00%	0	14,000	14,000	100.00%	0
Water Sales - Tampa By-Pass Canal	0	32,667	0.00%	-32,667	0	130,667	0.00%	-130,667
Rate Stabilization (Note 1)	352,777	352,777	100.00%	0	1,411,108	1,411,108	100.00%	0
Total Operating Revenue	16,741,740	14,562,767	114.96%	2,178,973	58,750,106	59,872,559	98.13%	-1,122,454
OPERATING EXPENSES:								
FIXED OPERATING EXPENSE:								
Personnel Services	1,420,277	1,916,964	74.09%	496,687	5,635,775	7,667,855	73.50%	2,032,080
Materials & Supplies	132,918	297,645	44.66%	164,727	690,503	1,010,580	68.33%	320,077
Members Water Quality costs	4,000	4,000	100.00%	0	16,000	16,000	100.00%	0
Legal Services	28,069	58,157	48.26%	30,088	127,506	232,629	54.81%	105,123
Professional Services	2,507,496	3,824,792	65.56%	1,317,296	6,242,209	14,216,677	43.91%	7,974,469
Repairs & Other Services	380,786	546,832	69.63%	166,046	1,598,006	2,186,129	73.10%	588,123
Rent & Insurance	21,504	189,559	11.34%	168,054	1,740,143	758,234	229.50%	-981,909
Total Fixed Operating Expense	4,495,051	6,837,949	65.74%	2,342,897	16,050,142	26,088,105	61.52%	10,037,963
VARIABLE OPERATING EXPENSE:								
Water Treatment Chemicals	939,870	1,186,888	79.19%	247,018	3,216,366	4,747,550	67.75%	1,531,185
Electricity	523,148	1,085,627	48.19%	562,479	2,768,841	4,342,509	63.76%	1,573,668
Water for Resale	98,375	41,733	235.72%	-56,642	225,164	166,933	134.88%	-58,231
Total Variable Operating Expense	1,561,393	2,314,248	67.47%	752,855	6,210,371	9,256,993	67.09%	3,046,622
NON-OPERATING INCOME:								
Investment Income	-76,760	128,678	-59.65%	-205,438	127,435	514,712	24.76%	-387,277
Miscellaneous	53,514	0	0.00%	53,514	100,611	0	0.00%	100,611
Litigation Recoveries	0	0	0.00%	0	0	0	0.00%	0
Capital Contributions (Grants)	0	0	0.00%	0	0	0	0.00%	0
Total Non-Operating Income	-23,246	128,678	-18.07%	-151,925	228,046	514,712	44.31%	-286,667
NON-OPERATING EXPENSES:								
Bond Issue Cost	0	0	0.00%	0	0	0	0.00%	0
Interest - Acquisition Credits	276,854	276,854	100.00%	0	1,107,415	1,107,415	100.00%	0
Interest - Bonds	2,799,430	2,776,487	100.83%	22,944	11,197,721	11,105,947	0.00%	91,775
Total Non-Operating Expenses	3,076,284	3,053,340	100.75%	22,944	12,305,136	12,213,362	100.75%	91,775
Excess of Revenues over Expenditures before Capital Transactions and Reserve Funding	7,585,765	2,485,908	305.15%	5,099,857	24,412,502	12,828,812	190.29%	11,583,690
OTHER EXPENDITURES:								
Principal - Acquisition Credits	575,776	575,776	100.00%	0	2,303,104	2,303,104	100.00%	0
Principal - Bonds	3,043,500	3,064,667	99.31%	-21,167	12,174,000	12,258,667	99.31%	-84,667
Capital Expenditures	379,571	128,067	296.38%	-251,504	2,180,798	512,268	425.71%	-1,668,530
Total Other Expenditures	3,998,847	3,768,510	106.11%	-272,671	16,657,902	15,074,039	110.51%	-1,753,196
RESERVE FUNDING:								
Renewal & Replacement Reserve Funding (Note 2)	281,443	250,000	0.00%	-31,443	1,092,980	1,000,000	0.00%	-92,980
Renewal & Replacement Reserve Used (Note 3)	-463,639	0	0.00%	463,639	-985,222	0	0.00%	985,222
Operations & Maintenance Reserve	0	0	0.00%	0	0	0	0.00%	0
Rate Stabilization Fund	0	-514,563	0.00%	-514,563	0	-514,563	0.00%	-514,563
Energy Fund Reserve Funding (Note 2)	51,689	-145,118	0.00%	-196,807	104,389	-580,473	0.00%	-684,861
Energy Funding Used (Note 3)	0	48,273	0.00%	48,273	0	193,090	0.00%	193,090
Utility Reserve Transfers	0	0	0.00%	0	0	0	0.00%	0
Capital Improvement Funding (Note 2)	171,346	-2,796,975	-6.13%	-2,968,322	673,902	-11,187,900	-6.02%	-11,861,802
Capital Improvement Funding Used (Note 3)	-159,345	1,143,928	0.00%	1,303,273	-1,681,623	4,575,710	0.00%	6,257,333
Total Reserve Funding	-118,506	-2,014,457	5.88%	-1,895,951	-795,574	-6,514,136	12.21%	-5,718,562
Excess Revenue over Expenditures/ (Expenditures over Revenue) - Rate Basis	**3,705,423**	**731,854**	**0**	**2,931,236**	**8,550,174**	**4,268,909**	**0**	**4,111,932**
Encumbrances as of 01/31/2021					**80,951,752**			

Note 1 - Rate Stabilization actuals reflect 1/12th of the approved budget transfer of $4,233,325
Note 2 - Represents retention of interest earned in the Fund.
Note 3 - Represents use of the Fund for expenditures on board-approved projects as budgeted.

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.11

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Potential True Up of Fixed Costs between Member Governments as of January 31, 2021 - *Receive Report*

SUMMARY

Potential True Up of Fixed Costs between Member Governments as of January 31, 2021.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

n/a

DISCUSSION

To assist our Members in their planning and budgeting, we present a monthly schedule that shows the projected true-up adjustment due each September based on the water production to date for the current fiscal year. This is done to ensure that each member is aware of the up-coming true-up billing and that the member government will have time to take appropriate planning measures for the September 2021 year end.

Each member is billed for fixed charges through the year based upon their respective pro-rata share of the prior year's production.

BACKGROUND

As required by the Master Water Supply Contract, each member's actual contributions are adjusted at year-end to the current year's budgeted fixed costs, based upon their pro-rata portion of current year production. This adjustment is called the true-up. This true-up adjustment results in potential amounts due to/from each member with no net revenue impact to the agency. It is calculated at the conclusion of each fiscal year, resulting in a potential invoice or credit to each member in October of each year.

Attachment (1)

Potential True Up as of 1-31-21.pdf

POTENTIAL TRUE UP FOR FY 2021 AS OF 1/31/2021

Monthly Demand

MONTH-YEAR	ST PETE	PINELLAS	TAMPA (Morris Br)	HILLSBOROUGH	PASCO	NEW PORT RICHEY	TOTALS	
Oct-20	819.07	1,510.37	-	2,248.81	1,047.63	93.91	5,719.79	
Nov-20	777.31	1,433.68	-	2,128.84	1,011.96	89.15	5,440.94	
Dec-20	796.61	1,442.51	12.97	2,074.84	977.52	88.58	5,393.03	
Jan-21	795.13	1,483.70	-	2,077.85	999.57	88.82	5,445.07	
Feb-21							-	
Mar-21							-	
Apr-21							-	
May-21							-	
Jun-21							-	
Jul-21							-	
Aug-21							-	
Sep-21							-	
FY 20 FYE	9,715.33	18,084.24	612.46	25,939.17	11,889.72	1,104.85	67,345.77	184.00 MGD
FY 21 YTD	3,188.12	5,870.26	12.97	8,530.34	4,036.68	360.46	21,998.83	178.85 MGD
+ / -	(6,527.21)	(12,213.98)	(599.49)	(17,408.83)	(7,853.04)	(744.39)	(45,346.94)	(5.15) MGD

FY21 YTD MGD	25.92	47.73	0.11	69.35	32.82	2.93	178.85
% of YTD	14.49%	26.68%	0.06%	38.78%	18.35%	1.64%	100.00%
FY 20 MGD	26.54	49.41	1.6734	70.87	32.49	3.02	184.00
% of FY 20	14.43%	26.85%	0.91%	38.52%	17.65%	1.64%	100%
Fixed billed FY21	$ 20,582,420.64	$ 38,312,382.04	$ 1,297,527.65	$ 54,953,450.67	$ 25,188,976.42	$ 2,340,680.91	$ 142,675,438.33
Actual fixed based on % of ytd	$ 20,676,845.93	$ 38,072,111.95	$ 84,118.13	$ 55,324,305.82	$ 26,180,259.97	$ 2,337,796.53	$ 142,675,438.33
Potential True-up	$ 94,425.29	$ (240,270.09)	$ (1,213,409.52)	$ 370,855.15	$ 991,283.55	(2,884.38)	0.00

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.12

DATE: March 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Management Statistic Report with Aged Accounts Receivable as of January 31, 2021 - *Receive Report*

SUMMARY

The Management Statistic Report with Aged Accounts Receivable for January 31, 2021 is attached for the Board's information.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

N/A

DISCUSSION

The Management Statistics report provides a summary of Aged Receivables, Operations and Maintenance (O&M) labor as a percentage of controllable O&M costs and Inventory Turnover fiscal year to date through January 31, 2021.

Attachment (1)

MgmtStats Jan 2021.pdf

Management Statistics with Aged Accounts Receivable Based on Information Available Month Ending 1/31/2021

1. Aged Accounts Receivable as of January 31, 2021

Acct. Receivable Balance 1/31/21	Current	Past Due Over 30 Days
$ 18,749,487.95	$ 18,749,487.95	-

2. O&M Labor as a percentage of Controllable O&M costs through January 31, 2021 = 74.1%

3. Inventory Turnover Fiscal Year to Date = 7.7%

Inventory at 10/1/2020	$ 927,668.79
Inventory at 1/31/2021	932,234.98
Average	929,951.89
Cost of Inventory Used	72,041.56
Inventory Turnover Year to Date	7.7%

4. Uniform Rate / 1,000 gallons FY 2021 = $ 2.5590

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.13

DATE: February 25, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Disposition of Fixed Assets through January 2021 - *Receive Report*

SUMMARY

Attached is a list of fixed assets and minor equipment removed from service and approved by the interim General Manager for disposal in accordance with agency policy.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

N/A

DISCUSSION

The two Chessell Chart recorders that were disposed were obsolete and have been replaced with newer technology as the agency no longer had a need for these units. No other agency assets have been disposed since the last board meeting other than these chart recorders.

Attachment (1)

Agenda_Page_Asset_Disposal_List_JAN_21.pdf

TAMPA BAY WATER
SURPLUS ITEMS APPROVED FOR DISPOSITION BY THE GENERAL MANAGER
UNDER DELEGATION OF AUTHORITY FROM THE BOARD PER POLICY 650-08
MONTH OF JANUARY 2021

ASSET#	ASSET DESCRIPTION	SERIAL NUMBER	ACQ DATE	ACQ COST	ACCUM DEPR	CURRENT BOOK
6587	CHART RECORDER CHESSELL	-	09/23/98	2,623.85	2,623.85	-
6774	CHART RECORDER, CHESSELL	D4912-001-01-01	08/10/99	2,297.32	2,297.32	-
						-
na		-	-	-	-	-
	Total			-	-	-

TAMPA BAY WATER
Supplying Water To The Region

AGENDA ITEM M.14

DATE: February 1, 2021

TO: Board of Directors

THRU: Charles H. Carden, Interim General Manager

FROM: Christina Sackett, Chief Financial Officer

SUBJECT: Vendor's Status Report through January 2021 - *Receive Report*

SUMMARY

The attached is a status report of As-Needed Professional Service Contractors and Vendors utilized by Tampa Bay Water through January 2021.

SUGGESTED ACTION

Receive and File

COST/FUNDING SOURCE

N/A

DISCUSSION

Attached is a summary of the as-needed contracted services being utilized by the agency through January 2021. This report shows total contract values, cumulative purchase orders issued against the contracts, and actual expenditures made under the contracts.

Attachment (1)

January 2021.pdf

Contract Summary

Monthly Status Report of Vendors

January 1, 2021 thru January 31, 2021

Vendor Name and Contract Dates	Contract Amount Authorized	Current Period PO Amount Issued	Previous PO Amount Issued	Total PO Issued To Date	Total Expended To Date	Outstanding PO Balance
A J LANDSCAPING LLC	$450,000.00		$200,000.00	$200,000.00	$51,621.00	$148,379.00
04/20/20 thru 05/01/22 2020041						
A.C. SCHULTES OF FLORIDA, INC.	$600,000.00		$0.00	$0.00	$0.00	$0.00
08/19/19 thru 2019053						
A.C. SCHULTES OF FLORIDA, INC.	$906,290.00		$0.00	$0.00	$0.00	$0.00
08/19/19 thru 2019055						
ADVANCED ENVIRONMENTAL LABORATORIES,	$186,484.62		$184,147.00	$184,147.00	$115,714.62	$68,432.38
03/06/18 thru 03/31/19 2018021						
ADVANCED ROOFING, INC.	$1,499,271.00		$0.00	$0.00	$0.00	$0.00
02/15/21 thru 02/15/22 2021005						
AGILENT TECHNOLOGIES, INC.	$39,000.00		$0.00	$0.00	$0.00	$0.00
01/14/21 thru 01/14/24 2021902						
AIRGAS USA, LLC	$2,779,628.29		$2,351,961.81	$2,351,961.81	$1,766,316.95	$585,644.86
01/01/18 thru 09/30/18 2018004						
AJAX PAVING INDUSTRIES OF FLORIDA LLC	$440,000.00		$257,887.85	$257,887.85	$257,887.85	$0.00
02/17/20 thru 09/30/21 2020702						
ALBERT E ROLLER	$917,343.99		$568,549.68	$568,549.68	$564,391.07	$4,158.61
01/01/19 thru 12/31/19 2019001						
ALLIED UNIVERSAL CORPORATION	$641,145.60		$615,110.00	$615,110.00	$490,377.89	$124,732.11
08/15/16 thru 09/30/17 2017007						
ALLIED UNIVERSAL CORPORATION	$13,991,380.32		$6,005,913.00	$6,005,913.00	$2,311,898.93	$3,694,014.07
01/01/20 thru 09/30/20 2020024						
AMERICAN ACQUISITION GROUP, LLC	$200,000.00		$127,467.30	$127,467.30	$70,610.27	$56,857.03
06/05/17 thru 12/31/21 2017703						
AMERICAN FACILITY SERVICES, INC.	$78,792.95		$75,699.27	$75,699.27	$54,793.17	$20,906.10
01/15/19 thru 06/30/20 2019032						
AMERICAN WATER ACCIONA AGUA LLC	$29,159,916.15		$29,192,777.78	$29,192,777.78	$22,536,354.97	$6,656,422.81
11/15/04 thru 2005062						
APPLIED ECOLOGY, INC	$300,000.00		$281,427.92	$281,427.92	$212,213.68	$69,214.24
02/18/19 thru 02/18/22 2019022V						

Contract Summary

Monthly Status Report of Vendors

January 1, 2021 thru January 31, 2021

Vendor Name and Contract Dates	Contract Amount Authorized	Current Period PO Amount Issued	Previous PO Amount Issued	Total PO Issued To Date	Total Expended To Date	Outstanding PO Balance
ARCADIS US INC.	$605,059.44		$608,977.44	$608,977.44	$526,259.79	$82,717.65
02/20/17 thru 12/31/21 2016033V						
ARCADIS US INC.	$900,000.00		$897,870.61	$897,870.61	$532,742.43	$365,128.18
05/11/17 thru 2017020						
ARDURRA GROUP, INC	$400,000.00		$12,650.00	$12,650.00	$11,740.00	$910.00
10/01/19 thru 09/30/24 2020003						
AREHNA ENGINEERING, INC.	$100,000.00		$26,366.50	$26,366.50	$26,366.50	$0.00
05/11/17 thru 2017034						
ATC GROUP SERVICES, LLC	$373,200.00		$373,200.00	$373,200.00	$42,840.00	$330,360.00
07/22/20 thru 08/31/21 2020043						
ATKINS NORTH AMERICA, INC.	$750,000.00		$368,800.00	$368,800.00	$258,300.00	$110,500.00
05/11/17 thru 2017021						
ATKINS NORTH AMERICA, INC.	$373,761.00		$210,389.00	$210,389.00	$91,351.20	$119,037.80
08/20/18 thru 08/20/23 2018048						
AVI INTEGRATORS INC	$316,436.43		$222,978.02	$222,978.02	$186,504.55	$36,473.47
04/19/19 thru 04/30/20 2019036						
BAL ENGINEERING, INC.	$90,000.00		$30,000.00	$30,000.00	$28,735.00	$1,265.00
02/14/19 thru 2019700						
BAYSIDE COATINGS INC	$450,006.91		$334,372.77	$334,372.77	$279,538.99	$54,833.78
10/01/18 thru 2019008V						
BLACK & VEATCH CORPORATION	$2,997,744.00	$1,503,739.00	$1,494,005.00	$2,997,744.00	$1,494,005.00	$1,503,739.00
09/01/16 thru 10/26/22 2016031						
BLACK & VEATCH CORPORATION	$784,790.00		$474,357.00	$474,357.00	$422,315.30	$52,041.70
05/11/17 thru 2017022						
BLACK & VEATCH CORPORATION	$750,000.00		$417,035.00	$417,035.00	$335,673.98	$81,361.02
04/20/17 thru 04/17/22 2017030						
BLACK & VEATCH CORPORATION	$2,900,000.00		$2,420,000.00	$2,420,000.00	$1,288,905.18	$1,131,094.82
10/21/19 thru 11/30/21 2020011						
BRIAN G ORMISTON	$301,880.00		$129,920.00	$129,920.00	$86,646.00	$43,274.00
02/18/19 thru 02/28/22 2019016						

Contract Summary

Monthly Status Report of Vendors

January 1, 2021 thru January 31, 2021

Vendor Name and Contract Dates	Contract Amount Authorized	Current Period PO Amount Issued	Previous PO Amount Issued	Total PO Issued To Date	Total Expended To Date	Outstanding PO Balance
BROWN & CALDWELL	$125,000.00		$125,000.00	$125,000.00	$122,799.98	$2,200.02
08/20/18 thru 10/31/20 2018712						
BUSACK LAW FIRM, P.A.	$40,000.00		$40,000.00	$40,000.00	$0.00	$40,000.00
12/17/18 thru 09/30/19 2019037						
CARDNO, INC	$300,000.00		$254,409.48	$254,409.48	$195,966.58	$58,442.90
04/29/19 thru 2019023						
CARMEUSE LIME & STONE, INC.	$4,494,029.76		$2,074,650.00	$2,074,650.00	$1,327,295.04	$747,354.96
01/01/20 thru 09/30/20 2020036						
CAROLLO ENGINEERS INC	$1,098,792.00		$900,000.00	$900,000.00	$116,469.58	$783,530.42
08/21/20 thru 06/30/22 2020049						
CDM SMITH INC	$500,000.00		$505,320.00	$505,320.00	$457,161.75	$48,158.25
11/05/13 thru 11/05/18 2014006						
CDM SMITH INC	$2,495,216.00		$901,365.00	$901,365.00	$639,665.00	$261,700.00
05/11/17 thru 05/11/22 2017023						
CDM SMITH INC	$300,000.00		$158,545.00	$158,545.00	$65,262.05	$93,282.95
10/21/19 thru 10/31/22 2020014						
CH2M HILL ENGINEERS INC	$750,000.00		$331,823.00	$331,823.00	$308,069.27	$23,753.73
04/17/17 thru 04/17/22 2017041						
CHANDLER ASSET MANAGEMENT, INC.	$259,500.00		$262,500.00	$262,500.00	$242,143.28	$20,356.72
10/17/16 thru 10/31/17 2017008						
CHANDLER ASSET MANAGEMENT, INC.	$350,000.00		$65,000.00	$65,000.00	$19,608.06	$45,391.94
08/17/20 thru 12/13/22 2021700						
CHEMICAL SYSTEMS OF ORLANDO, INC.	$709,156.00		$872,492.40	$872,492.40	$614,621.50	$257,870.90
01/01/17 thru 09/30/17 2017019						
CHEMICAL SYSTEMS OF ORLANDO, INC.	$271,235.00		$139,605.75	$139,605.75	$38,292.00	$101,313.75
10/01/20 thru 09/30/21 2021007						
CITRUS PARK WELL DRILLING & IRRIGATION INC	$200,000.00		$0.00	$0.00	$0.00	$0.00
06/18/18 thru 2018032						
CLEAN SPRAY CORPORATION	$29,500.00		$27,500.00	$27,500.00	$26,000.00	$1,500.00
05/20/20 thru 10/05/20 2020708						

Contract Summary

Monthly Status Report of Vendors

January 1, 2021 thru January 31, 2021

Vendor Name and Contract Dates	Contract Amount Authorized	Current Period PO Amount Issued	Previous PO Amount Issued	Total PO Issued To Date	Total Expended To Date	Outstanding PO Balance
CLIFTONLARSONALLEN LLP	$50,000.00		$50,000.00	$50,000.00	$39,871.75	$10,128.25
03/05/18 thru 2018707						
CLIFTONLARSONALLEN LLP	$178,000.00		$178,000.00	$178,000.00	$178,000.00	$0.00
08/19/19 thru 08/19/20 2020001						
CONN & BUENAVENTURA, P.A.	$643,500.00		$643,500.00	$643,500.00	$541,613.64	$101,886.36
05/01/18 thru 2018044						
CORCORAN & ASSOCIATES, INC.	$667,725.00		$630,655.00	$630,655.00	$620,155.00	$10,500.00
10/19/15 thru 10/19/17 2016002						
CORCORAN & ASSOCIATES, INC.	$450,000.00		$138,000.00	$138,000.00	$57,750.00	$80,250.00
08/18/20 thru 08/18/23 2021004						
CROM COATINGS AND RESTORATIONS	$113,875.00		$0.00	$0.00	$0.00	$0.00
10/01/20 thru 09/30/21 2021003						
CUMBEY & FAIR, INC.	$900,000.00		$102,274.00	$102,274.00	$97,984.00	$4,290.00
10/01/19 thru 09/30/24 2020007						
DEAN, MEAD, EGERTON, BLOODWORTH,	$125,000.00		$120,000.00	$120,000.00	$81,180.52	$38,819.48
12/17/18 thru 09/30/19 2019038						
DESIGNER AT LARGE	$140,283.75		$50,316.25	$50,316.25	$49,526.25	$790.00
12/01/17 thru 09/30/20 2018018						
DEWBERRY ENGINEERS, INC	$400,000.00		$85,880.00	$85,880.00	$71,580.00	$14,300.00
10/01/19 thru 09/30/24 2020009						
DIALOGUE PUBLIC RELATIONS, LLC	$225,000.00		$213,890.00	$213,890.00	$158,621.25	$55,268.75
08/21/17 thru 09/30/20 2018014						
DIGITAL AERIAL SOLUTIONS, LLC	$509,780.52		$334,955.36	$334,955.36	$324,955.36	$10,000.00
07/01/18 thru 2018043						
EAU GALLIE ELECTRIC, INC.	$946,800.00		$946,800.00	$946,800.00	$807,182.95	$139,617.05
07/16/19 thru 12/31/20 2019044						
EAU GALLIE ELECTRIC, INC.	$2,306,855.00		$2,306,855.00	$2,306,855.00	$1,854,854.84	$452,000.16
09/19/19 thru 02/28/21 2019057						
ELECTRIC GAS INDUSTRIES ASSOCIATION	$17,355,354.00		$943,424.00	$943,424.00	$472,585.65	$470,838.35
10/21/19 thru 10/31/24 2020010						

Contract Summary

Monthly Status Report of Vendors

January 1, 2021 thru January 31, 2021

Vendor Name and Contract Dates	Contract Amount Authorized	Current Period PO Amount Issued	Previous PO Amount Issued	Total PO Issued To Date	Total Expended To Date	Outstanding PO Balance
ELECTRICAL ENGINEERING ENTERPRISES INC	$800,000.00		$743,200.00	$743,200.00	$364,255.47	$378,944.53
12/12/16 thru 12/31/20 2017015						
ELECTRICAL ENGINEERING ENTERPRISES INC	$949,999.50		$842,594.00	$842,594.00	$768,246.19	$74,347.81
12/16/16 thru 12/31/20 2017017						
ELECTRICAL ENGINEERING ENTERPRISES INC	$1,200,000.00	$50,000.00	$0.00	$50,000.00	$0.00	$50,000.00
12/14/20 thru 12/14/22 2021014						
ENERGYCAP, INC.	$148,662.25		$148,662.25	$148,662.25	$99,127.67	$49,534.58
02/18/19 thru 2019030						
ENTERPRISE FM TRUST	$1,308,094.81		$956,217.15	$956,217.15	$858,333.90	$97,883.25
02/19/18 thru 2018704						
ENVIRONMENTAL SCIENCE ASSOCIATES	$2,818,065.09		$1,882,775.00	$1,882,775.00	$1,783,564.09	$99,210.91
10/01/16 thru 09/30/20 2017004						
ENVIRONMENTAL SCIENCE ASSOCIATES	$450,000.00		$404,399.00	$404,399.00	$318,254.10	$86,144.90
08/21/17 thru 10/31/20 2017053						
ENVIRONMENTAL SCIENCE ASSOCIATES	$300,000.00		$135,642.00	$135,642.00	$49,814.00	$85,828.00
10/21/19 thru 10/31/22 2020015						
ENVIRONMENTAL SCIENCE ASSOCIATES	$960,000.00	$213,072.00	$334,175.00	$547,247.00	$48,641.25	$498,605.75
06/15/20 thru 02/11/24 2020709						
ENVIRONMENTAL SCIENCE ASSOCIATES	$2,739,331.00		$592,004.00	$592,004.00	$84,241.13	$507,762.87
08/17/20 thru 09/30/25 2021001						
F.H. BLACK AND COMPANY INC.	$62,724.00		$62,724.00	$62,724.00	$60,744.00	$1,980.00
09/07/18 thru 12/31/20 2018713						
F.H. BLACK AND COMPANY INC.	$100,000.00		$62,000.00	$62,000.00	$7,625.00	$54,375.00
08/17/20 thru 12/21/22 2021701						
FCX, LLC	$116,715.00		$77,810.00	$77,810.00	$44,352.00	$33,458.00
07/01/17 thru 06/30/18 2017055						
FLORIDA JETCLEAN	$146,750.00		$0.00	$0.00	$0.00	$0.00
10/01/20 thru 09/30/21 2021006						
GANNETT FLEMING, INC	$425,000.00		$468,428.40	$468,428.40	$293,834.50	$174,593.90
04/02/19 thru 06/15/20 2019509						

Contract Summary

Monthly Status Report of Vendors

January 1, 2021 thru January 31, 2021

Vendor Name and Contract Dates	Contract Amount Authorized	Current Period PO Amount Issued	Previous PO Amount Issued	Total PO Issued To Date	Total Expended To Date	Outstanding PO Balance
GANNETT FLEMING, INC	$2,500,000.00		$306,182.00	$306,182.00	$115,914.40	$190,267.60
08/17/20 thru 2020020						
GEORGE F YOUNG INC	$400,000.00		$8,100.00	$8,100.00	$8,100.00	$0.00
10/01/19 thru 09/30/24 2020002						
GHD SERVICES, INC.	$450,000.00		$228,119.87	$228,119.87	$130,604.14	$97,515.73
08/21/17 thru 09/30/20 2017050						
GRAY ROBINSON, P.A.	$50,000.00		$50,000.00	$50,000.00	$24,582.99	$25,417.01
12/17/18 thru 09/30/19 2019039						
GREELEY AND HANSEN LLC	$750,000.00		$229,503.00	$229,503.00	$138,282.03	$91,220.97
05/11/17 thru 06/22/22 2017024						
GREENMAN-PEDERSEN, INC.	$322,508.00		$233,615.87	$233,615.87	$136,517.10	$97,098.77
08/20/18 thru 08/20/23 2018047						
GREENMAN-PEDERSEN, INC.	$300,000.00		$88,445.67	$88,445.67	$88,445.67	$0.00
02/18/19 thru 02/19/22 2019017						
GSI ENVIRONMENTAL, INC.	$1,035,000.00		$876,405.50	$876,405.50	$794,778.62	$81,626.88
12/09/13 thru 12/29/19 2014018						
GSI ENVIRONMENTAL, INC.	$750,000.00	$149,733.00	$499,365.42	$649,098.42	$387,955.14	$261,143.28
10/21/19 thru 10/31/24 2020017						
HATCH ASSOCIATES CONSULTANTS, INC.	$750,000.00		$228,205.00	$228,205.00	$160,749.06	$67,455.94
05/15/17 thru 09/30/22 2017031						
HAWKINS, INC.	$355,101.56		$236,260.98	$236,260.98	$118,756.61	$117,504.37
01/01/18 thru 2018008						
HAYS HOLDING CORPORATION	$2,300,000.00		$541,412.90	$541,412.90	$220,608.47	$320,804.43
03/06/20 thru 03/31/22 2017705						
HAZEN & SAWYER, P.C.	$999,275.70		$640,370.00	$640,370.00	$632,133.20	$8,236.80
11/05/13 thru 10/30/19 2014019						
HAZEN & SAWYER, P.C.	$4,025,910.00		$4,025,910.00	$4,025,910.00	$2,655,979.88	$1,369,930.12
08/27/14 thru 12/31/20 2015011						
HAZEN & SAWYER, P.C.	$750,000.00		$430,970.00	$430,970.00	$290,309.25	$140,660.75
05/11/17 thru 2017025						

Contract Summary

Monthly Status Report of Vendors

January 1, 2021 thru January 31, 2021

Vendor Name and Contract Dates	Contract Amount Authorized	Current Period PO Amount Issued	Previous PO Amount Issued	Total PO Issued To Date	Total Expended To Date	Outstanding PO Balance
HAZEN & SAWYER, P.C.	$695,000.00		$695,000.00	$695,000.00	$308,214.24	$386,785.76
10/21/19 thru 10/30/20 2020012						
HAZEN & SAWYER, P.C.	$300,000.00		$101,904.00	$101,904.00	$97,129.00	$4,775.00
10/21/19 thru 10/30/22 2020013						
HAZEN & SAWYER, P.C.	$750,000.00		$140,000.00	$140,000.00	$81,653.17	$58,346.83
10/21/19 thru 10/31/24 2020018						
HIGH TECH ENGINEERING INCORPORATED	$405,527.42		$421,954.06	$421,954.06	$356,284.00	$65,670.06
07/01/17 thru 06/30/18 2017054						
HILLSBOROUGH COUNTY	$172,880.00		$172,880.00	$172,880.00	$162,114.04	$10,765.96
10/16/19 thru 12/31/20 AGR2020001						
HILLSBOROUGH COUNTY	$178,066.00		$178,066.00	$178,066.00	$0.00	$178,066.00
10/01/20 thru 12/31/21 AGR2021001						
HSW CONSULTING LLC	$700,000.00		$363,495.00	$363,495.00	$162,126.42	$201,368.58
08/21/17 thru 10/21/20 2017051						
HSW CONSULTING LLC	$300,000.00		$75,000.00	$75,000.00	$72,890.00	$2,110.00
10/21/19 thru 10/31/22 2020016						
HYDRO SOLUTIONS CONSULTING LLC	$750,000.00		$308,190.68	$308,190.68	$160,656.47	$147,534.21
05/11/17 thru 2017026						
INSTRUMENT SPECIALTIES INC	$97,258.94		$97,258.94	$97,258.94	$72,258.94	$25,000.00
12/10/19 thru 12/31/20 2020031						
INTERA, INC.	$500,000.00		$513,333.00	$513,333.00	$303,322.96	$210,010.04
11/05/13 thru 10/30/19 2014020						
INTERA, INC.	$750,000.00		$56,000.00	$56,000.00	$29,973.54	$26,026.46
10/21/19 thru 10/31/24 2020019						
JANICKI ENVIRONMENTAL, INC.	$300,000.00		$97,400.00	$97,400.00	$97,400.00	$0.00
02/18/19 thru 02/28/22 2019021						
JEFFREY D BAKER	$200,000.00		$0.00	$0.00	$0.00	$0.00
06/18/18 thru 2018031						
JOHN H GRANGER MAINTENANCE &	$1,500,000.00		$1,400,672.00	$1,400,672.00	$911,465.21	$489,206.79
10/01/17 thru 09/30/21 2018003						

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JOHNSTON, MIRMIRAN & THOMPSON, INC.	$750,000.00		$335,852.00	$335,852.00	$271,277.76	$64,574.24
05/11/17 thru 2017027						
KEMIRA WATER SOLUTIONS, INC.	$5,036,028.50		$4,968,281.50	$4,968,281.50	$2,848,065.28	$2,120,216.22
10/01/19 thru 09/30/20 2020021						
LEW ELECTRICAL SERVICES, LLC	$800,000.00		$273,600.00	$273,600.00	$151,522.28	$122,077.72
12/01/16 thru 12/31/20 2017016						
LHOIST NORTH AMERICA OF ALABAMA, LLC	$298,636.97		$245,772.50	$245,772.50	$221,584.99	$24,187.51
10/01/19 thru 2020022						
LHOIST NORTH AMERICA OF ALABAMA, LLC	$268,258.48		$124,326.75	$124,326.75	$27,312.70	$97,014.05
10/01/20 thru 09/30/21 2021011						
LOCHER ENVIRONMENTAL TECHNOLOGY LLC	$80,000.00		$108,773.52	$108,773.52	$53,510.72	$55,262.80
10/26/17 thru 12/07/21 2018703						
MAINZER MANAGEMENT INC	$319,460.00		$319,460.00	$319,460.00	$6,840.00	$312,620.00
04/20/20 thru 09/30/21 2020045						
MATHESON TRI-GAS INC.	$2,509,039.14		$2,505,379.50	$2,505,379.50	$2,286,338.73	$219,040.77
08/31/16 thru 09/30/17 2017006						
MATHESON TRI-GAS INC.	$869,003.79		$684,620.00	$684,620.00	$247,443.67	$437,176.33
10/01/20 thru 09/30/21 2021008						
MAULDIN & JENKINS, LLC	$523,500.00		$532,500.00	$532,500.00	$405,500.00	$127,000.00
07/11/17 thru 06/30/20 2017044						
MAYES FACILITATION SERVICES, LLC	$34,600.00		$34,600.00	$34,600.00	$34,600.00	$0.00
12/16/19 thru 09/30/20 2020513						
MC SQUARED, INC.	$100,000.00		$25,354.51	$25,354.51	$25,336.77	$17.74
05/11/17 thru 2017035						
MCKIM & CREED PA	$900,000.00		$655,915.33	$655,915.33	$371,360.46	$284,554.87
05/11/17 thru 2017028						
MEASUREMENT SPECIALTIES INC.	$116,289.50		$58,120.98	$58,120.98	$28,892.89	$29,228.09
01/09/19 thru 02/28/21 2019031						
MEASUREMENT SPECIALTIES INC.	$63,043.00		$0.00	$0.00	$0.00	$0.00
01/21/21 thru 01/21/22 2021040						

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METZGER & WILLARD INC	$750,000.00		$324,127.20	$324,127.20	$182,544.97	$141,582.23
05/11/17 thru 2017029						
MGT OF AMERICA CONSULTING, LLC	$28,415.00		$28,415.00	$28,415.00	$28,415.00	$0.00
04/30/19 thru 2019035						
NABORS, GIBLIN, & NICKERSON P.A.	$50,000.00		$50,000.00	$50,000.00	$13,809.21	$36,190.79
12/17/18 thru 09/17/19 2019040						
NORTH CAROLINA STATE UNIVERSITY	$79,962.00	$79,962.00	$0.00	$79,962.00	$0.00	$79,962.00
10/01/20 thru 03/31/22 AGR2021009						
ODYSSEY MANUFACTURING COMPANY	$6,903,447.95		$3,577,129.00	$3,577,129.00	$2,629,014.11	$948,114.89
01/01/19 thru 09/30/19 2019005						
PAFF TREE SERVICE, LLC	$217,937.20		$172,726.00	$172,726.00	$154,070.20	$18,655.80
02/26/18 thru 03/31/19 2018028						
PASCO COUNTY OFFICES	$157,672.00		$157,672.00	$157,672.00	$149,895.63	$7,776.37
08/19/19 thru 09/30/20 AGR2020002						
PASCO COUNTY OFFICES	$162,401.00		$162,401.00	$162,401.00	$39,806.42	$122,594.58
10/01/21 thru 12/31/21 AGR2021002						
PATHOGEN DETECTION SYSTEMS, INC	$32,130.00		$0.00	$0.00	$0.00	$0.00
02/02/21 thru 02/28/24 2021903						
PCL CONSTRUCTION, INC.	$2,168,480.00		$2,168,480.00	$2,168,480.00	$927,703.84	$1,240,776.16
11/01/19 thru 02/28/22 2020029						
PCL CONSTRUCTION, INC.	$1,028,250.00		$1,028,250.00	$1,028,250.00	$565,071.40	$463,178.60
02/17/20 thru 09/30/22 2020704						
PCL CONSTRUCTION, INC.	$334,556.00		$334,556.00	$334,556.00	$0.00	$334,556.00
12/14/20 thru 08/31/24 2021012						
PFM ASSET MANAGEMENT LLC	$500,000.00		$195,915.00	$195,915.00	$146,282.50	$49,632.50
06/09/06 thru 09/30/17 2006067						
PFM FINANCIAL ADVISORS LLC	$8,002.00		$0.00	$0.00	$0.00	$0.00
10/17/16 thru 2017700V						
PINELLAS COUNTY BOARD OF COUNTY	$157,672.00		$0.00	$0.00	$0.00	$0.00
09/30/19 thru 09/30/20 AGR2020-00						

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PINELLAS COUNTY BOARD OF COUNTY	$157,672.00		$315,344.00	$315,344.00	$141,289.59	$174,054.41
09/26/19 thru 09/30/20 AGR2020003						
PINELLAS COUNTY BOARD OF COUNTY	$162,401.00		$162,401.00	$162,401.00	$41,340.34	$121,060.66
10/01/20 thru 12/31/21 AGR2021003						
PIPER FIRE PROTECTION, INC.	$425,000.00		$408,698.18	$408,698.18	$228,808.18	$179,890.00
10/01/18 thru 09/30/19 2019010						
POLYDYNE INC	$899,144.76		$755,402.00	$755,402.00	$528,570.96	$226,831.04
10/01/19 thru 09/30/20 2020023						
POND & COMPANY	$682,000.02		$637,008.90	$637,008.90	$582,000.09	$55,008.81
11/01/15 thru 10/31/20 2016004						
POND & COMPANY	$682,000.00	$123,590.98	$0.00	$123,590.98	$0.00	$123,590.98
12/14/20 thru 12/14/25 2021017						
PORT CONSOLIDATED INC	$312,500.00	$11,925.00	$94,310.94	$106,235.94	$85,484.59	$20,751.35
01/01/20 thru 12/15/20 2020703						
PRITCHETT STEINBECK GROUP, INC.	$535,520.00		$441,466.12	$441,466.12	$267,606.41	$173,859.71
10/01/18 thru 09/30/23 2018046						
PRITCHETT STEINBECK GROUP, INC.	$300,000.00		$119,552.25	$119,552.25	$119,552.25	$0.00
02/18/19 thru 02/28/22 2019018						
PROC STEP INC.	$89,816.00		$89,816.00	$89,816.00	$0.00	$89,816.00
10/26/20 thru 09/30/21 2021023						
PROCORR, INC.	$1,246,685.94		$1,142,653.09	$1,142,653.09	$785,130.33	$357,522.76
08/15/16 thru 09/30/17 2017005						
PROJECT MANAGEMENT SOLUTIONS, INC.	$600,000.00		$0.00	$0.00	$0.00	$0.00
02/15/21 thru 02/28/23 2021019						
PUBLIC FINANCIAL MGMT., INC. (PFM)	$80,000.00		$80,000.00	$80,000.00	$67,991.62	$12,008.38
10/17/16 thru 2017700						
PVS TECHNOLOGIES, INC.	$671,973.52		$522,260.00	$522,260.00	$189,604.32	$332,655.68
01/01/18 thru 09/30/18 2018007						
QRC INC	$1,000,000.00		$410,908.60	$410,908.60	$166,872.08	$244,036.52
08/21/17 thru 09/30/21 2018013						

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QUEST ECOLOGY INC	$300,000.00		$41,752.50	$41,752.50	$25,970.00	$15,782.50
02/18/19 thru 02/28/22 2019014						
QUEST ECOLOGY INC	$300,000.00		$36,512.50	$36,512.50	$17,202.66	$19,309.84
04/19/19 thru 2019024						
RAFTELIS FINANCIAL CONSULTANTS, INC.	$750,000.00		$325,562.00	$325,562.00	$217,058.72	$108,503.28
04/17/17 thru 04/17/22 2017042						
RANDALL ENVIRONMENTAL, INC.	$13,321,865.00	$6,450,100.00	$0.00	$6,450,100.00	$0.00	$6,450,100.00
11/17/20 thru 10/31/22 2020044						
REISS ENGINEERING INC	$500,000.00		$500,307.00	$500,307.00	$408,072.16	$92,234.84
11/05/13 thru 11/05/18 2014012						
REISS ENGINEERING INC	$1,842,493.00		$1,842,493.00	$1,842,493.00	$329,508.70	$1,512,984.30
04/20/20 thru 04/20/22 2020032						
REYNOLDS SMITH & HILLS INC	$333,334.00		$279,696.12	$279,696.12	$225,932.12	$53,764.00
04/21/14 thru 04/20/19 2014042						
RICK RICHARDS, INC.	$88,706.50		$82,618.00	$82,618.00	$70,756.00	$11,862.00
02/26/18 thru 03/31/19 2018029						
RICK RICHARDS, INC.	$300,000.00		$94,500.00	$94,500.00	$60,275.00	$34,225.00
04/19/19 thru 2019027						
RING POWER CORPORATION	$318,657.57		$335,211.25	$335,211.25	$314,821.81	$20,389.44
04/16/18 thru 2018708						
ROWLAND INC	$1,000,136.00		$869,907.57	$869,907.57	$652,804.39	$217,103.18
10/01/17 thru 09/30/21 2018002						
ROWLAND INC	$1,000,000.00		$665,000.00	$665,000.00	$474,921.40	$190,078.60
10/01/17 thru 09/30/21 2018012						
RYMAN ROOFING INC.	$350,000.00		$235,000.00	$235,000.00	$146,003.00	$88,997.00
10/25/18 thru 10/31/19 2019003						
S & C JANITORIAL, INC	$103,095.18		$104,072.46	$104,072.46	$74,232.94	$29,839.52
01/15/19 thru 06/30/20 2019033						
SMITH INDUSTRIES INC	$200,000.00		$195,000.00	$195,000.00	$77,892.22	$117,107.78
06/18/18 thru 04/30/19 2018040						

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SOUTHEAST DRILLING SERVICES INC	$600,000.00		$395,000.00	$395,000.00	$314,941.00	$80,059.00
08/19/19 thru 2019054						
SOUTHEAST DRILLING SERVICES INC	$600,000.00		$0.00	$0.00	$0.00	$0.00
08/19/19 thru 2019056						
SOUTHEASTERN SURVEYING AND MAPPING	$400,000.00		$191,157.65	$191,157.65	$176,157.65	$15,000.00
10/01/19 thru 09/30/24 2020006						
SOUTHWEST FLORIDA WATER MANAGEMENT	$2,864,476.00		$0.00	$0.00	$0.00	$0.00
10/01/20 thru 08/01/24 AGR2021005						
STANTEC CONSULTING SERVICES, INC.	$1,319,903.50		$1,319,903.50	$1,319,903.50	$317,454.43	$1,002,449.07
02/17/20 thru 08/31/23 2020026						
STANTEC CONSULTING SERVICES, INC.	$1,721,500.00		$1,721,499.00	$1,721,499.00	$38,841.47	$1,682,657.53
10/27/20 thru 06/17/24 2021002						
STEARNS WEAVER MILLER WEISSLER	$40,000.00		$40,000.00	$40,000.00	$3,049.00	$36,951.00
12/17/18 thru 09/30/19 2019041						
SULPHURIC ACID TRADING CO. INC	$3,452,605.99		$3,265,265.01	$3,265,265.01	$2,562,835.84	$702,429.17
01/01/18 thru 09/30/18 2018006						
SURVTECH SOLUTIONS, INC.	$400,000.00		$2,956.00	$2,956.00	$2,956.00	$0.00
10/01/19 thru 09/30/24 2020008						
TAMCO ELECTRIC INC	$800,000.00		$658,538.45	$658,538.45	$415,960.24	$242,578.21
12/16/16 thru 12/31/20 2017018						
TAMCO ELECTRIC INC	$1,200,000.00	$50,000.00	$0.00	$50,000.00	$0.00	$50,000.00
12/14/20 thru 12/14/22 2021013						
TAMPA ARMATURE WORKS INC	$500,000.00		$128,518.12	$128,518.12	$82,549.23	$45,968.89
05/03/18 thru 05/03/22 2018024						
TAMPA ARMATURE WORKS INC	$2,000,000.00	$50,000.00	$289,694.00	$339,694.00	$233,449.13	$106,244.87
05/03/18 thru 05/03/22 2018026						
TAMPA BAY SYSTEM SALES	$655,000.00		$604,164.40	$604,164.40	$402,102.09	$202,062.31
10/01/19 thru 2020700						
TANNER INDUSTRIES, INC.	$1,031,099.76		$668,355.46	$668,355.46	$466,806.94	$201,548.52
01/01/19 thru 09/30/19 2019004						

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TAW TECHNICAL FIELD SERVICES INC	$1,052,330.45		$1,052,330.45	$1,052,330.45	$1,024,832.69	$27,497.76
09/13/18 thru 12/31/20 2018020						
THATCHER CHEMICAL OF FLORIDA INC.	$195,250.00		$117,389.25	$117,389.25	$41,864.59	$75,524.66
10/01/20 thru 09/30/21 2021009						
THERMO ELECTRON NORTH AMERICA LLC	$72,800.00		$0.00	$0.00	$0.00	$0.00
02/02/21 thru 12/31/23 2021905						
TONOAH A. HART	$200,189.50		$173,790.00	$173,790.00	$143,839.50	$29,950.50
02/26/18 thru 03/31/19 2018030						
TRAUTMAN'S PAINTING LLC	$300,000.00		$75,000.00	$75,000.00	$51,032.66	$23,967.34
10/01/18 thru 09/30/19 2019009						
UNIVERSAL ENVIRONMENTAL SOLUTIONS, LLC	$70,000.00		$38,686.75	$38,686.75	$38,681.00	$5.75
08/20/18 thru 09/30/20 2019007						
UNIVERSAL PROTECTION SERVICE LP	$1,122,782.00		$825,000.00	$825,000.00	$571,650.63	$253,349.37
06/15/20 thru 03/09/25 2020707						
UNIVERSITY OF CENTRAL FLORIDA	$32,880.00		$32,880.00	$32,880.00	$16,440.00	$16,440.00
09/26/19 thru 02/26/21 2020034						
UNIVERSITY OF CENTRAL FLORIDA	$89,470.00		$0.00	$0.00	$0.00	$0.00
02/18/21 thru 09/30/23 AGR2021008						
UNIVERSITY OF FLORIDA	$78,859.00		$0.00	$0.00	$0.00	$0.00
08/19/19 thru 09/30/21 2020037						
UNIVERSITY OF FLORIDA	$94,076.00		$94,076.00	$94,076.00	$23,519.00	$70,557.00
09/30/20 thru 08/31/21 AGR2020051						
UNIVERSITY OF FLORIDA	$90,000.00		$0.00	$0.00	$0.00	$0.00
10/01/20 thru 12/31/22 AGR2021007						
UNIVERSITY OF FLORIDA IFAS EXTENSION	$90,000.00		$0.00	$0.00	$0.00	$0.00
09/30/19 thru 12/31/21 AGR2019008						
UNIVERSITY OF NORTH CAROLINA AT CHAPEL	$250,000.00		$250,000.00	$250,000.00	$50,000.00	$200,000.00
10/20/20 thru 09/30/22 AGR2019019						
UNIVERSITY OF SOUTH FLORIDA	$65,000.00		$65,000.00	$65,000.00	$53,181.81	$11,818.19
04/03/20 thru 02/28/21 2020048						

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UNIVERSITY OF SOUTH FLORIDA	$176,875.00		$176,875.00	$176,875.00	$106,849.60	$70,025.40
09/01/19 thru AGR2019006						
USGS	$125,101.00		$125,100.00	$125,100.00	$31,275.00	$93,825.00
08/18/20 thru 09/30/21 2021018						
USGS	$20,000.00		$20,000.00	$20,000.00	$0.00	$20,000.00
10/01/19 thru 09/30/21 AGR2020005						
VANASSE HANGEN BRUSTLIN INC	$571,350.00		$465,625.00	$465,625.00	$444,886.56	$20,738.44
10/01/17 thru 09/30/20 2017003						
VANASSE HANGEN BRUSTLIN INC	$956,774.50		$942,799.00	$942,799.00	$551,194.01	$391,604.99
08/21/17 thru 09/30/21 2017046						
VANASSE HANGEN BRUSTLIN INC	$300,000.00		$263,720.43	$263,720.43	$233,211.00	$30,509.43
02/18/19 thru 02/28/22 2019015						
VEOLIA ENVIRONMENT NORTH AMERICA	$531,372.00		$531,372.00	$531,372.00	$530,944.06	$427.94
08/01/19 thru 04/30/21 2019515						
VEOLIA WATER NORTH AMERICA	$1,959,247.47		$1,831,178.29	$1,831,178.29	$1,336,727.85	$494,450.44
01/14/14 thru 09/30/20 2014029						
VERIZON FLORIDA INC	$1,350,000.00		$400,000.00	$400,000.00	$32,408.89	$367,591.11
08/25/20 thru 12/29/23 2020054						
VOLTAIR CONSULTING ENGINEERS INC.	$250,000.00		$49,259.00	$49,259.00	$18,834.00	$30,425.00
05/11/17 thru 2017033						
WANTMAN GROUP, INC	$400,000.00		$16,480.00	$16,480.00	$16,480.00	$0.00
10/01/19 thru 09/30/24 2020005						
WATER & AIR RESEARCH, INC.	$569,738.00		$368,002.49	$368,002.49	$234,776.88	$133,225.61
09/17/18 thru 09/30/23 2018049						
WATER & AIR RESEARCH, INC.	$300,000.00	$16,571.25	$221,360.03	$237,931.28	$193,868.35	$44,062.93
02/18/19 thru 02/18/22 2019019						
WATER & AIR RESEARCH, INC.	$300,000.00	$56,208.00	$180,604.25	$236,812.25	$109,426.69	$127,385.56
04/19/19 thru 2019025						
WHARTON-SMITH INC	$1,849,358.00		$1,849,356.00	$1,849,356.00	$1,710,071.23	$139,284.77
04/18/19 thru 05/31/21 2019011						

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WHARTON-SMITH INC	$1,726,000.00		$1,726,000.00	$1,726,000.00	$35,623.80	$1,690,376.20
08/17/20 thru 12/31/22 2020050						
WILDLANDS CONSERVATION, INC.	$300,000.00		$205,159.40	$205,159.40	$159,395.02	$45,764.38
04/29/19 thru 2019026						
WISE CONSULTING GROUP	$447,828.00		$536,537.00	$536,537.00	$257,886.00	$278,651.00
08/21/17 thru 09/30/21 2017047						
WISE CONSULTING GROUP	$550,000.00		$316,350.00	$316,350.00	$272,805.00	$43,545.00
08/21/17 thru 10/21/20 2017048						
WOOD ENVIRONMENT & INFRASTRUCTURE	$300,000.00		$153,132.00	$153,132.00	$86,617.86	$66,514.14
02/18/19 thru 02/28/22 2019020						
WOOD ENVIRONMENT & INFRASTRUCTURE	$400,000.00		$0.00	$0.00	$0.00	$0.00
10/01/19 thru 09/30/24 2020004						
WSP USA INC	$653,970.00		$0.00	$0.00	$0.00	$0.00
12/14/20 thru 04/17/22 2017043V						
WSP USA INC	$928,375.00	$928,375.00	$0.00	$928,375.00	$0.00	$928,375.00
12/14/20 thru 02/28/22 2021010						