MINUTES OF A REGULAR MEETING OF THE FORT PIERCE UTILITIES AUTHORITY, TUESDAY, November 6, 2018, 4:00 P.M., CITY COMMISSION CHAMBERS.

Members Present: Chairman Darryl Thomas-Bey; Vice Chairman Glynda Cavalcanti; Secretary Daniel DeIulio; Deputy Secretary Charlie Frank Matthews; Mayor Linda Hudson; and Nick Mimms, Ex-Officio Member/City Manager.

Others present: John K. Tompeck, Director of Utilities; Rupert N. Koblegard, III, FPUA Attorney; Nina Penick, Director of Financial Services; Paul Jakubczak, Director of Electric & Gas Systems; Bo Hutchinson, Director of Water/Wastewater Systems; and Javier Cisneros, Director of Utility Support Services.

The meeting was called to order by Chairman Bey.

Opening Prayer was by Larry Lammers of Electric & Gas Engineering.

The Pledge of Allegiance was recited.

The roll was called and a quorum declared.

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Lois Wolfe, Human Resources Manager, presented the "Best Places to Work" award. She said on October 25th she and John Tompeck attended the 17th annual Best Places to Work ceremony and FPUA was awarded that designation for 2018. There were 43 applicants and FPUA was one of fifteen selected in three different categories; small, medium, and large employers. FPUA was in the large employer category. In preparation in applying for the award, we had to respond to a 40-question survey that covers areas such as benefits, turn over, promotions, training, pay, as well as working environment along with some essay questions to give the opportunity to point out what it is that makes your employer a Best Places to Work. Mrs. Wolfe said it is the staff and management team at FPUA that have made this award possible and it is the third time FPUA has received the award and are very proud of it. She said it sets the standard and is a nationally recognized award to highlight best practices in business committees.

Mr. Bey said thank you and job well done.

Mayor Hudson said thank you very much for the effort.

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Nina Penick, Director of Financial Services, presented the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting Award for FPUA's FY 2017 Comprehensive Annual Financial Report (CAFR). She said we have a much fancier plaque that sits in our Customer Service lobby. The GFOA recognizes governments that have gone beyond the minimum requirements of generally accepted accounting principles. FPUA's CAFR has been judged by an impartial panel, to have met the high standards of the program, to evidence the spirit of transparency and full disclosure, and to clearly communicate its financial

results. Mrs. Penick offered special thanks to Barbara Mika and the rest of the Finance staff for all the effort that goes into putting together the Comprehensive Annual Financial Report. She said it is actually company-wide because we do push out the receiving of the invoices to all the different departments so everybody has a piece of making sure the information is coded correctly and therefore trickles all the way down to the financial statements which are presented to the Board each year. FPUA was one of 287 governments in the State of Florida to have received the Certificate of Achievement for Excellence in Financial Reporting for the 2016 CAFR, the 2017 stats are not out yet. FPUA has received this award since 1995, which is 24 years.

Mr. Bey said good job and thanked Mrs. Penick.

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A motion was made by Mayor Hudson, seconded by Ms. Cavalcanti, and unanimously carried to approve the set agenda.

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A motion was made by Mayor Hudson and seconded by Mr. DeIulio to approve the Minutes of the Regular Meeting of October 16, 2018. Those voting for approval were Mr. DeIulio, Mr. Matthews, Mayor Hudson and Mr. Bey. Ms. Cavalcanti abstained because she was not at the October 16 meeting.

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A motion was made by Ms. Cavalcanti, seconded by Mayor Hudson, and unanimously carried to approve the Consent Agenda items.

1. RFP No. 18-45: Approve Budget Transfer Request in the amount of $45,000 from Safety Maintenance/Service Contracts to Safety Operating Supplies.

2. POA 14-53: Approve: a) Budget Transfer Request in the amount of $44,000, b) Post Budgeted Project/Budget Request in the amount of $25,000 and c) Specific Authorization No. GT 19-01 with Globaltech, Inc., of Boca Raton, Florida, in the amount of $98,613, for the rental of a temporary generator and engineering design for new emergency generator at the Energy Services Center. This Specific Authorization commenced on June 19, 2018 and shall end on June 18, 2019, contingent on receiving required Certificate(s) of Insurance.

3. RFQu No. 18-54: Approve the Contracts for Continuing Professional Architectural Services with Architectonic, Inc., of Fort Pierce, Florida and Edlund-Dritenbas-Binkley, Architects and Associates, P.A., of Vero Beach, Florida, effective November 7, 2018 through November 6, 2022, with three one-year renewal options, contingent upon receipt of required Certificate(s) of Insurance.

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An email was received from Elizabeth Burns thanking Raul Barrera of Customer Service for his helpful and extremely patient service in assisting with her account.

An email was received from Wilbert Cox thanking Jennifer Fermin of Customer Service for helping with online account.

A card was received from Mayor Andrew D. Gillum of Tallahassee, Florida, thanking FPUA for their steadfast efforts before, during, and after Hurricane Michael.

A letter was received from Robert McGarrah of the City of Tallahassee Utilities thanking FPUA for their tremendous support during the critical time of recovery after Hurricane Michael's landfall.
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Javy Cisneros, Director of Utility Support Services, presented Strategic Planning updates. He said one of the major objectives we identified earlier this year was we wanted to improve FPUA's image. We have made a little progress towards improving our image. As part of the today's consent agenda items, the Board approved contracts with two local architectural firms. The idea here is to add a few much needed offices to open mezzanine space at the Energy Services Center and review options for a facelift to our downtown buildings. The timing works well because we will incorporate some of the Peacock Arts District initiatives into our improvements.

Mr. Cisneros said moving on to today's main topic is the FPUA logo. He said he will provide a very short history. Displayed is what we believe was the original FPUA logo that we took from microfilm which was on the cover of the 1972-1973 budget book. It looks like the twilight zone had some influence during that time because it is a little bit different. Thankfully the following year, it was changed to what we are all familiar with today. We use it on letterhead, buildings, vehicle decals, uniforms, and business cards so it is certainly an important part of our daily business. Displayed now is our current logo in color and it identifies three of our utilities. It has water in the top portion of the triangle, gas on the bottom right, electric on the bottom left, and is encompassed with the FPUA name. This logo is easily recognizable, but it does look very similar to other government agency logos. Here, we have five other logos with the same general concept. When you stopped at the local Wawa early this morning, it was a little difficult to distinguish between an FPUA truck and a City of Fort Pierce Truck or a Housing Authority vehicle. Our main goal for the new logo is to help rebrand FPUA. It was also identified as part of the Capstone recommendation that Keith Stephens spearheaded earlier this year. If you consider companies like Apple and Microsoft, their logo is just as important as the product because of brand recognition. We want to establish a stronger connection between FPUA and the services we provide to the community. Mr. Cisneros said the focus for the new logo was to incorporate all of our services that we provide today. He said we really wanted to make sure we kept it simple and clean, but we wanted to stay away from circles. Displayed is a handful of logos that were considered, but for one reason or another, they just did not capture all of our utilities or it looked just too similar to other logos from other companies. Without further ado, we can compare the current logo next to the potential new logo.

Next, he would like to highlight the parts of the logo. The first thing is FPUA letters are bold and readable and this works very well on a banner and other larger print material. Second, we have the drop symbol and it is able to incorporate all of the utility divisions. The top right part of the drop is in blue to represent water, the bottom right part of the drop is green to represent wastewater, and we have the green stem to represent our energy conservation initiatives specifically with WEOP and also we have recently partnered with FMPA solar farm. The middle left is orange to red transition to represent gas and electric. Also, you can see we have a light bulb in the middle to emphasize the electric. Last but certainly not least, we have the bottom of the light bulb which is a Wi-Fi symbol to represent FPUAnet and its internet services. So how much will it cost to change from our current logo to our new logo? The total cost is approximately $17,000. If we were to change our logo in the near future, the upfront cost is approximately $3,800 to replace a couple of large signs at ESC and our downtown buildings and about a dozen small signs at some of our other facilities. The other cost would be spread over time for example, we would replace the decals on our vehicles when they are serviced for maintenance. Our business cards could be replaced as they are replenished. For our uniforms, we think the cost would be minimal, if any, as the logo could be incorporated into the uniform service contract. The vendor would put our new logo on new uniforms as part of the purchase order renewal. This is an information item only and he would be happy to answer any questions.

Mr. Tompeck said we are really looking to get some input and some thoughts and did not want to bring it for approval until the Board had a chance to look at it. He would like to know what you would like to see.

Ms. Cavalcanti said she thinks it looks great.

Mayor Hudson said she likes it and is not a logo person so she likes it, whatever you like, she likes.

Mr. DeIulio asked how many different logos were looked at.

Mr. Cisneros said there were 190 submittals.

Mr. Matthews said he comes from a school where anything new sometimes makes a different attitude with people and he likes it because he watched the other one for a while. He used to wonder why we stuck with this one symbol and he sees you came out with something different. Mr. Williams said you have his approval.

Ms. Cavalcanti said the Wi-Fi looks great on the light bulb.

Mr. DeIulio asked if most of our vehicles are white.

Mr. Tompeck said they are all white.

Mr. DeIulio said they will all show up nicely on the vehicles.

Mr. Bey said it will definitely set us apart from the rest of the logos like the City and the County.

Mr. Cisneros said it will help focus on FPUA and the services we provide.

Mayor Hudson said she was glad Mr. Cisneros explained all the different symbols so now she can share that to others.

Mr. Matthews said that will give the City a chance to follow you later.

Mr. Cisneros said they have replaced their logo recently with a slightly different one and the County recently replaced theirs also.

Mr. Bey said he would suggest maybe in some online presentations that Mr. Cisneros explained once or twice what the different aspects of the symbols mean so the general public can grasp what we are doing and then let it go.

Ms. Cavalcanti said maybe keep it up there with the symbols.

Mayor Hudson said at least someplace.

Mr. Cisneros said we can defiantly start on the potential change, but he will need approval from the Board at some point in the next couple of months.

Mr. Tompeck said he was planning on bringing it back in December unless you have no comments, we can get your approval for it now. He said if you would like to mull it over, you can.

Mayor Hudson said she does not want to mull it over.

A motion was made by Ms. Cavalcanti, seconded by Mr. Matthews, and unanimously carried to approve the logo as presented.

Mr. Bey said someone mentioned permanently adding the description of the parts.

Ms. Cavalcanti said just on the website.

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Paul Jakubczak presented the Hurricane Michael Mutual Aid Presentation. He said to go with the letters of appreciation read today, he will go over a little bit of FPUA's participation in mutual aid for Hurricane Michael. On October 7, we all started watching the Gulf of Mexico and Hurricane Michael was a category 1 or 2 looking to hit the Panhandle. FMEA started looking at getting calls for mutual aid from its members regarding what kind of aid they may or not need. The calls went

out to see who is available and what kind of crews they had for pre-stage in Tallahassee. As we all know, Tallahassee is a political hub and they got a little grief when Hurricane Irma came through so they wanted to be prepared this time for anything that may happen. FPUA's line crews stepped up to the plate and we had four men and equipment ready to be deployed as soon as we were given the location and destination. On October 8, we were given the nod to go ahead and deploy the following morning on that Tuesday. Our Governor started daily calls to talk about what needs to be met and how we could meet those. On October 9 our crews deployed from FPUA at the ESC at 9 a.m. and Hurricane Michael had been upgraded to a category 4 and it turned into a large monster hurricane to hit the Panhandle. Mr. Jakubczak said on October 10 it made landfall just outside Mexico Beach as the 4th most powerful hurricane to hit the US in the Panhandle area. As shown on the displayed map, five of FMEA municipalities were in the path of Michael. On October 11 after it hit, our crews were stationed in Tallahassee and rode out the storm in a hotel. The dust settled and Tallahassee had 95% of its citizens without power and the hotels our crews were staying in were without power. There was complete devastation in Quincy, Havana, Blountstown, and Chattahoochee and they were completely in the dark mostly because of transmission, but a lot of distribution was down on the ground. The good news is the cavalry was ready to be deployed and there was over 500 crews from 14 states stationed inside Tallahassee or just outside Tallahassee with another 150 crews on their way. The restoration work began and they worked 16-hour days and our crews did not have power in their hotels and were eating cold sandwiches for two to three days until they were able to get power restored to the hotel they were in. A lot of tree damage and a lot of broken poles. As we all know, Tallahassee has a great tree canopy or had a great tree canopy and a lot of it was on the ground as you can see from the pictures displayed. They were not small little branches, they were from large trees. One of the things FPUA crews did is work in right-of-ways and worked along with crews from KOA. Municipalities were well represented in the restoration efforts and were working side by side with other municipal partners. Four days in to Hurricane Michael, the numbers came back out and Tallahassee still had about 16% of the customers out. Havana, Quincy, Chattahoochee, and Blountstown had 100% still out waiting on transmission repairs. Havana, Quincy, and Chattahoochee were working on restoring their distribution, but they cannot turn anybody on if there is no source coming into the city. Mr. Jakubczak said one of the things they ran into is political and it is hard to believe there would political things happening up in Tallahassee. He said they found out the hotels were a premium and they were starting to kick out some of the first responders and the linemen for a need to fill for FEMA as well as evacuees in the hotels. Luckily, our guys were not a part of this, but a lot of the other crews had to be relocated to cots inside the Civic Center, which was not really equipped to handle the number of crews that were in there. Seven days after making landfall, the new restoration numbers are Tallahassee was 99% restored, Havana was 100% restored with getting their transmission back, Quincy was 25%, Chattahoochee was 40%, and Blountstown was still waiting on transmission. After talking with FMEA Director Amy Zubaly about what was needed and where FPUA could go next, we were reassigned to help the City of Chattahoochee to restore their power. In Chattahoochee we found the St. Lucie County Fire Department so we got a picture of them to show they were actually there and we were actually there.

Mayor Hudson asked if they were working.

Mr. Jakubczak said they took a nice picture. He said just shy of two weeks of making landfall, FPUA crews were released. Chattahoochee was up to about 95% of customers that could take power and we all know there are customers out there after a hurricane that may have trees on their houses or do not have services or they have been ripped off the poles. In a little under two weeks' time we were able to restore all the power we were requested to restore. Displayed is a graph that was presented to the TCEC group and was put together by FMPA. It shows the effort that municipal utilities did coming together. We restored power three to four days quicker than some of the investor owned in the Panhandle, which is a great tribute to their efforts.

FPUA were deciding on what else they could do so they organized a hurricane relief supply run up to Chattahoochee. In three days' time, the FPUA family raised more than $400 and filled the trailer full of supplies like water, baby wipes, and lots more. If you think about what you can do without or what you had after a hurricane, we tried to stuff that into the trailer. Mr. Jakubczak said that Bill Crawford and Trish Gilsinan delivered these supplies and assisted some of the first responders in Chattahoochee with stuff at their homes. You may not think about that, but these guys are working 16-hour days, coming home to sleep, and getting up to do it all over again. Their homes are what suffers with lawn mowing or tree trimming, or trying to get life back to normal, so Bill and Trish actually helped out some of the residents there. One story Bill told Paul, is the gentleman shown on the right side of the pictures, is the Police Chief which is a big burly man. Bill said when a big burly man who says he is the Police Chief comes up to give you a hug, you have to hug him back or there could be some problems there. It was a great thing and they really appreciated all the help FPUA provided to them.

Mayor Hudson asked if Tallahassee is a new FMPA member.

Mr. Tompeck said that is correct, they are the 32nd member and joined the last couple of weeks.

Mayor Hudson asked if they joined after the hurricane.

Mr. Jakubczak said it was actually in the works to do prior to, but it got delayed because of the hurricane.

Mr. Tompeck said it was announced after the hurricane.

Mayor Hudson said thank you for the hard work.

Ms. Cavalcanti said good job.

Mr. Jakubczak said he will pass that along to the gentlemen that helped.

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Mr. Tompeck said he does not have an update on the FPL/VB sale and said the Public Service Commission (PSC) met on October 18 and 19 to listen to the intervenors. He said we expect to have the PSC decision in the next couple of weeks and expects it to be the same decision we had the last time.

Mr. Tompeck said we are working our way through the ratings and details of the Performance Incentive Program and will be having some detailed meetings next week to finalize. He said if any Board Member wishes to go over the details, which he told them he would go over separately, please contact him, and he will set up at time to do so.

Mr. Tompeck said the APPA Legislative Rally is scheduled for February 25-27 in Washington, D.C. He said we usually have a member of the Board attend this rally. If you are interested, let him know and we will get you signed up.

Mr. Tompeck said on Thursday, Staff is meeting with Howard Tipton and Ron Roberts to discuss issues associated with the Bulk Water Agreement. He said the issues on the County's mind are summarized in a letter he sent to the Board last night, which we are still trying to absorb and digest. We are also trying to set up some meetings in the next couple of weeks with the Board and City Commissioners to discuss regionalization. This is something previously discussed that we would go over with you side by side comparisons of FPUA's water/wastewater system and the County's system so you would understand the infrastructure associated with that. We hope to have those meetings completed in November.

Mr. Tompeck said the Governor announced ~$28M in awards for the Florida Job Growth Grants Projects. This was the grant we had put in an application for and we were not selected in the first round. After talking with Jill Marisa and Pete Tesch there will be additional announcements in the near future so there may be more than one round of awards. Last week we had a chance to meet with Congressman Mast and discussed this issue and asked him for any help he could provide us.

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Ms. Cavalcanti said it is Election Day.

Mayor Hudson said Amendment 14 is a good one to vote for.

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There being no further business, the meeting was adjourned.

ATTEST:

SECRETARY

CHAIRMAN

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

| LAST NAME—FIRST NAME—MIDDLE NAME | NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE |
|---|---|
| Cavalcanti Glynda W | Fort Pierce Utilities Authority |
| MAILING ADDRESS | THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: |
| 1503 Fabri Ct | ☑ CITY ☐ COUNTY ☑ OTHER LOCAL AGENCY |
| CITY / COUNTY | NAME OF POLITICAL SUBDIVISION: |
| Ft Pierce FL / St Lucie | Ft Pierce Utilities Authority |
| DATE ON WHICH VOTE OCCURRED | MY POSITION IS: |
| 11/6/18 | ☐ ELECTIVE ☑ APPOINTIVE |

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

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## ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

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## APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

## APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

## DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Glynda Cavalcanti, hereby disclose that on Nov 6, 20 18:

(a) A measure came or will come before my agency which (check one or more)

___ inured to my special private gain or loss;

___ inured to the special gain or loss of my business associate, _____;

___ inured to the special gain or loss of my relative, _____;

___ inured to the special gain or loss of _____, by whom I am retained; or

___ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Missed meeting on Oct. 16, 2018; therefore I am not voting on Approval of Minutes

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

11-6-18
Date Filed

G Cavalcanti
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.