



**Dedicated to the Preservation and Enhancement of Florida's Water Environment**

Member Association of the Water Environment Federation

**PRESIDENT**

Kenneth Rearden, P.E.  
City of West Palm Beach  
P.O. Box 3506  
West Palm Beach, FL 33402  
Tele. (561) 494-1040  
krearden@wpb.org

**VICE PRESIDENT**

Kartik Vaith, P.E.  
CDM  
8659 Baypine Road, Suite 200  
Jacksonville, FL 32256  
Tele. (904) 731-7109  
vaithk@cdm.com

**SECRETARY**

Alexis K. Stewart, P.E.  
Hartman Consulting & Design  
301 East Pine Street, Suite 1020  
Orlando, Florida 32801  
Tele. (407) 447-9095  
astewart@consulthartman.com

**TREASURER**

Christian Staubus  
Pinellas County Utilities  
14 S. Ft. Harrison  
Clearwater, FL 33756  
Tele. (727) 464-3438  
cestaubus@co.pinellas.fl.us

**PAST PRESIDENT:**

Thomas J. Helgeson, P.E.  
Ash Engineering, Inc.  
5313 Johns Road, Suite 200  
Tampa, FL 33634  
Tele. (813) 290-8899  
thelgeson@ashengineering.com

**WEF DIRECTORS:**

Michael D. Cliburn, P.E.  
Boyle Engineering Corporation  
320 East South Street  
Orlando, FL 32801  
Tele. (407) 513-8242  
mcliburn@boyleengineering.com

John Harvard

MTS Environmental  
105 S. Narcissus Ave., Suite 612  
West Palm Beach, FL 33401  
Tele. (561) 835-8082  
jharvard.mts@mindspring.com

**EXECUTIVE DIRECTOR:**

Thomas L. Lothrop, P.E.  
321 Pickering Court  
Longwood, FL 32779  
Tele. (407) 788-9321  
tlothrop@hotmail.com

**EXECUTIVE MANAGER:**

Holly M. Hanson  
P. O. Box 2814  
Windermere, FL 34786-2814  
Tele. (407) 363-7751  
hollyh@fweauc.org

**FWEA DIRECTORS:**

Fred Rapach  
South Florida WMD  
1555 Gun Club Road  
West Palm Beach, FL 33406  
Tele. (561) 682-2283  
frapach@sflwmd.com

Nabil A. Muhaisen

St. Johns River WMD  
975 Keller Road  
Altamonte Springs, FL 32714-1618  
Tele. (407) 659-4857  
nmuhaisen@sjrwmd.com

Pamela Holcomb, P.E.

PBS&J  
482 South Keller Road  
Orlando, FL 32810  
Tele. (407) 647-7275  
pcholcomb@pbsj.com

Brandon Selle

American Cast Iron Pipe  
110 Paseos Way  
Jupiter, FL 33458  
(561) 747-6640  
bselle@acipea.com

**UTILITY COUNCIL PRESIDENT:**

Raymond Hanson, P.E.  
Orange County Utilities  
9150 Curry Ford Road  
Orlando, FL 32825  
Tele. (407) 254-9685  
ray.hanson@ocfl.net

**OPERATIONS COUNCIL**

**REPRESENTATIVE:**  
Doug Prentiss  
Gainesville Regional Utilities  
528 SE 5<sup>th</sup> Avenue  
Gainesville, FL 32602  
(352) 334-2755  
prentissdb@gru.com

**FLORIDA WATER ENVIRONMENT ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
April 9, 2006**

**I. Call to Order & Introductions**

President Ken Rearden called the meeting to order at 9:15 AM at the Rosen Centre Hotel, Orlando, Florida.

Micheal Rea, WEF President  
Phil Donovan, FWPCOA

**II. Roll Call/Minutes Approval**

The following Board members were present:

President	Ken Rearden
Vice President	Kartik Vaith
Treasurer	Chris Staubus
Secretary	Alexis Stewart
Past President	Tom Helgeson
WEF Director	Mike Cliburn
Executive Director	Tom Lothrop
FWEA Director	Nabil Muhaisen
FWEA Director	Brandon Selle
FWEA Director	Fred Rapach
Operations Council Representative	Doug Prentiss

A quorum was present at the meeting.

**A motion by Treasurer, Chris Staubus, seconded by Vice President, Kartik Vaith to AMEND the March 1, 2006 meeting minutes as follows;**

- DELETE the last sentence of the first paragraph, page 1, stating the following;**

**Holly Hanson, Executive Manager acted as reporting secretary.**

P.O. Box 2814, Windermere, FL 34786-2814  
407-363-7751 Phone • 407-370-3595 Fax  
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2. **REVISE, page 1, first paragraph to include the following that were in attendance;**

**Tom Lothrop and Fred Rapach.**

3. **REVISE, page 2, Treasurer Report, A. the read as follows;**

**Chris Staubus detailed financial reports ending January 2006. Kart Vaith made a motion to close the Schwab accounts due to difficulty to access. Fred Rapach second motion and motion passed unanimously.**

**The motion passed unanimously to amend and approve meeting minutes as shown above.**

### **Nominating Committee**

The nominating committee includes Tom Helgeson, Mike Cliburn and John Harward. The following board of director's nominations for FWEA 2006-2007 is as follows;

President	Kart Vaith
Vice President	Chris Staubus
Treasurer	Pam Holcomb
Secretary	Fred Rapach
Past President	Ken Rearden
FWEA Director	Don Maurer
FWEA Director	Greg Perrine
FWEA Director	To be determined
FWEA Director	To be determined
Operations Council Representative	Doug Prentiss
Utility Council President	Henry Hicks
Manufactures Advisory Council	Brandon Selle
Mutual Organizations Coordinator	Nabil Muhaisen

### **III. Presidents Update**

#### **1. WEF President at FWRC**

Michael Read commented on changing WEF membership model, studying why there is a decline in membership, discussed government structure in organization, brightening the image of wastewater perception and providing a voice to regulators.

Kart and Ken commented on the fact that FWEA is looking for more support, responsiveness and reporting function from WEF membership.

#### **IV. Finance Committee Report**

##### **1. Financial Update**

Chris Staubus prepared a FWEA Profit/Loss and Annual Budget Summary and FWEA Financial Report for FY 2005-2006 and Proposed Budget for FY 2006-2007, per attached.

Chris stated that the CDs need to be changed from Schwab to Wachovia, new account for the Stockholm Junior Water Prize event, major variation between 2005 and 2006 due to reuse seminar and public education. This report is included in the annual report for approval.

**Past President, Tom Helgeson made a motion to accept the finance report that was seconded by FWEA Director at Large, Brandon Selle. The motion passed unanimously.**

FWPCOA, Phil Donovan stated that a meeting was held August 7 as a joint conference. Operator Week will be August 7-11, 2006 in Lake City. There are a total of 5000 operators and there is a huge shortage presently.

#### **V. WEF Directors Report**

Mike Cliburn stated that board member Nabil Muhaisen will be attending the WEF Leadership workshop in Montreal Quebec Canada and Holly Hanson and or Mike Cliburn will also be attending one of the WEF Leadership workshops.

#### **VI. Committee Reports**

##### FWEA Directors at Large

Director at Large, Pam Holcomb was not in attendance however Tom Helgeson discussed the following on her behalf.

- John Giachino, Tom Helgeson and Holly Hanson are head of the Stockholm Junior Water committee.
- There will be a reuse roundtable at the FWRC and 2007 Demand Management Conference.
- The Air committee will hold the next seminar.
- The Industrial committee will join with Jessica Weatherby with awards to present.
- The Safety committee will be chaired by John Pratt.
- Rudy Fernando with the Collection committee will be hosting a roundtable at the FWRC.

Director at Large, Nabil Muhaisen discussed each of the local chapters as shown in his report as attached.

Director at Large, Brandon Selle discussed the following.

A press release of technical committee activities was published and sent to the local chapter.

Director at Large, Fred Rapach discussed the following.

The judges for the student design competition are Ken Rearden, Tom Helgeson, Tom Lothrop, Kart Vaith, and Nabil Muhaisen. The young professionals will be presenting papers on Monday, from 10:30 am to noon and need FWEA support.

**VII. Utility Council President**

No report was provided.

**VIII. Operations Council Representative Report**

Operations Council Representative, Doug Prentiss discussed the following topics:

- Operation Challenge today is approved for CEU's.
- Doug found a shovel and Tom Lothrop will speak for Bill Allman at the FSSSSS.
- Representative at TACK and with a group effort revised Chapters 62-602 and 62-699. Copies were provided.

**IX. Membership Action Team**

The survey results were provided and discussed. In summary, the members were most interested in biosolids, collection and reuse.

**X. Executive Manager's Report**

No report was provided.

**Past President, Tom Helgeson made a motion to increase Holly Hanson's compensation and work on renewal of her contract that was seconded by FWEA Director at Large, Fred Rapach. The motion passed unanimously.**

**XI. Old Business**

No Discussion.

**XII. New Business**

- The Board of Directors will coordinate with the local chapter meetings and schedule future board meetings. A board meeting scheduled with the Big Bend Chapter is priority.

- John Harward resigned and will be missed.
- RSVP to Holly if attending dinner at Seasons 52.

**XIII. Adjourn – FWEA Director at Large, Nabil Muhaisen made a motion to adjourn the meeting and it was seconded by Past President, Tom Helgeson. The motion passed unanimously and the meeting adjourned at 11:45 AM.**

**FWEA Financial Report for FY 2005 - 2006 and  
Proposed Budget for FY 2006 - 2007**

	<u>Actual YTD 10-mo</u>	<u>Budget</u>	<u>Proposed Budget</u>
	<u>May '05 - Feb 06</u>	<u>May '05 - Apr 06</u>	<u>May '06 - Apr 07</u>
<b>Income</b>			
4001 Miscellaneous Uncoded Income	14,463.17		
4002 Interest Income	3,071.17		3,500.00
Total 4100 Dues	40,417.33	55,090.00	50,000.00
Total 4200 Joint Activities w/Others	49,701.00	35,000.00	44,000.00
Total 4300 Seminars	57,354.27	85,000.00	33,000.00
Total 4400 Local Chapter Revenue	50,746.83	55,500.00	58,300.00
Total 4500 Committee Revenue	5,890.00	22,050.00	13,000.00
Total 4600 Operations	5,532.99	1,000.00	0.00
Total 4700 Other Income	0.00	3,900.00	0.00
Total 4800 Student Activities	18,500.00	10,000.00	10,000.00
Total 4900 Scholarship Revenue	0.00	0.00	0.00
4999 Utility Council Dues	422,883.52	275,000.00	300,000.00
<b>Total Income</b>	<b>\$668,560.28</b>	<b>\$542,540.00</b>	<b>\$511,800.00</b>
<b>Gross Profit</b>	<b>668,560.28</b>	<b>542,540.00</b>	<b>511,800.00</b>
<b>Expense</b>			
Total 5200 Joint Activities with Others	12,152.96	17,000.00	13,475.00
Total 5300 Seminar Expense	41,028.49	55,000.00	16,000.00
Total 5400 Local Chapter Expenses	59,127.10	47,750.00	63,350.00
Total 5500 Committee Expenses	28,271.91	57,500.00	49,190.00
Total 5600 FWEA Operations Costs	57,232.85	53,000.00	52,000.00
Total 5700 Other Expenses	3,241.07	9,900.00	6,100.00
Total 5800 Student Activities	11,086.00	20,500.00	6,500.00
Total 5900 Scholarship Expenses	2,000.00	5,000.00	5,000.00
5999 Utility Council Expenses	176,289.24	275,000.00	300,000.00
<b>Total Expense</b>	<b>\$390,429.62</b>	<b>\$540,650.00</b>	<b>\$511,615.00</b>
<b>Net Income</b>	<b>\$278,130.66</b>	<b>\$1,890.00</b>	<b>185.00</b>
	<u>5/1/05</u>	<u>2/28/06</u>	
Cash Balances	389,167.03	531,626.45	
Investment Balances (CD face values)	30,000.00	191,000.00	
<b>Total Cash &amp; Investments</b>	<b>\$419,167.03</b>	<b>\$722,626.45</b>	

**FWEA Profit/Loss and Annual Budget Summary  
Period May 2005 through March 2006**

Special record to show adjustment to UC and FWEA beginning balances.

	May-Mar 06	Annual Budget	May-Mar 06	Annual Budget	May-Mar 06	Net Budget	Net Budget
	Income		Expense				
Miscellaneous Uncoded Income	15,913.17				15,913.17		0.00
Interest Income	3,810.16				3,810.16		0.00
Dues	43,827.33	55,090.00			43,827.33	55,090.00	55,090.00
Joint Activities w/Others	49,701.00	35,000.00	12,152.96	17,000.00	37,548.04	18,000.00	18,000.00
Seminars	57,354.27	85,000.00	43,139.12	55,000.00	14,215.15	30,000.00	30,000.00
Local Chapter Revenue	53,066.83	55,500.00	62,329.28	47,750.00	(9,262.43)	7,750.00	7,750.00
Committee Revenue/Expense	5,980.00	22,050.00	38,989.95	57,500.00	(33,009.95)	(35,450.00)	(35,450.00)
Operations	5,532.98	1,000.00	62,558.29	53,000.00	(57,025.31)	(52,000.00)	(52,000.00)
Other Income/Expense	1,000.00	3,900.00	3,241.07	9,900.00	(2,241.07)	(6,000.00)	(6,000.00)
Student Activities	18,500.00	10,000.00	12,796.00	20,500.00	5,714.00	(10,500.00)	(10,500.00)
Scholarship Expenses			2,000.00	5,000.00		(5,000.00)	(5,000.00)
Utility Council	426,863.52	275,000.00	191,064.68	275,000.00	235,818.84		0.00
<b>Total Income/Expense</b>	<b>681,569.27</b>	<b>542,540.00</b>	<b>428,261.33</b>	<b>540,650.00</b>	<b>253,307.94</b>		<b>1,890.00</b>

	Beginning	Ending	Change
Account Balances the Month			
Wachovia			
Checking	280,502.33	256,993.57	-23,508.76
Money Market	225,487.04	226,192.86	705.82
CD @ 4.50% due 11/26/06	40,000.00	40,000.00	0.00
CD @ 4.50% due 11/26/06	60,000.00	60,000.00	0.00
		<u>583,185.43</u>	
Charles Schwab			
CD @ 3.3% due 12/15/05		Matured	
CD @ 3.7% due 6/15/06		30,000.00	
CD @ 4.0% due 6/15/07		30,000.00	
CD @ 4.35% due 6/16/10		31,000.00	
Money market account	23,584.13	23,617.30	33.17
		<u>114,617.30</u>	
<b>Total Cash &amp; Investments</b>	<b>897,303.73</b>	<b>897,303.73</b>	<b>-22,169.77</b>

	Year Start	YTD
Fund Balances Year to Date	169,884.08	183,563.02
FWEA who Utility Council	274,611.71	510,430.55
Utility Council	444,495.79	693,993.57
<b>Total</b>		<u>1,388,087.14</u>
Interest Income YTD		3,810.16

0.00 Difference between total cash and total fund balances

**FWEA Board of Directors Meeting  
Local Chapter Report- April 9, 2006  
Nabil Muhaisen  
Director-At-Large**

**BIG BEND CHAPTER**

**Chair: Lynne Putnam**

- The Chapter's Annual Banquet Meeting was in February the FSU University.
- Next Annual Seminar is being planned for December 2006.

**CENTRAL FLORIDA CHAPTER**

**(New) Chair: Brad Labella**

- The CFC held a steering committee meeting on March 15, 2006 in which new officers/Chair were elected.
- Wastewater Issues in Central Florida is the topic of their next Luncheon.
- The Panel Discussion Luncheon to be held on or around May 24, 2006.
- The. FSAAWWA will jointly host the water issues panel discussion with the CFC, in September 2006.
- The proceeds will be split evenly split between the two associations as done in pervious functions.
- Their 7th annual Scholarship Golf Tournament will be held on September 22, 2006 at Disney.

**FIRST COAST CHAPTER**

**Chair: Jessica Weatherby**

- The Chapter held their last quarterly meeting on March 23<sup>rd</sup>.
- Bill Young from St Johns County Utilities was the guest speaker.
- Mr. Young spoke on the strategy used to keep up with the fast development pace in this county.
- During the meeting, the Chapter awards were presented by Jeff Martin, the Awards Chair.
- Jeff also gave out the Membership Award to Kart Vaith and the Student Chapter Award to UF.

**SOUTHWEST CHAPTER**

**(New) Chair: Patricia DiPiero**

- The new Chair officially took over from Tim Moore in February 2006.
- The first meeting of the quarter was held in February 2006.
- Young Professionals group continues to be active holding quarterly meetings and gaining new members.
- The YP group is planning for another annual kayaking event, later this year.

**SOUTHEAST CHAPTER**

**(New) Chair: Greg Shaw**

- The Chapter held their last quarterly dinner meeting on March 29<sup>th</sup>.
- The presentation was on the new UIC Rule regarding Class 1 domestic wastewater Injection.
- Joe May, P.G., UIC Program Manager for the Southeast District at FDEP was their gust speaker.
- The presentation was interesting and the event was a success with good attendance.
- The Annual Golf Tournament is planned for May 19, 2006 at the Boca Raton Resort & country club.
- See Attached invitation flyer for the March Meeting (Handout).

**WEST COAST CHAPTER**

**Chair: John Kabouris**

- A meeting of the Chapter's executive committee was held on Monday, Feb 27, 2006.
- Four attendees worked on selecting a new committee for 2006 and planning activities.
- The only major change is to establish an annual dinner meeting in addition to the quarterly lunch meetings.

**TREASURE COAST CHAPTER**

**Chair: Jamey Wallace**

- The Chapter did not hold another since their last meeting on February 2, 2006.
- That meeting was held at the PGA Village in Port St. Lucie including a happy hour and dinner functions.
- Zenon Environmental and Kubota presented before the 47-attendees.
- The Chapter Chair and other members participated in the FWEA Annual Leadership Workshop in March.