

City of Gainesville

*City Hall
200 East University Avenue
Gainesville, Florida 32601*



Meeting Agenda

June 14, 2017

3:00 PM

MODIFIED AGENDA

City Hall Auditorium

Utility Advisory Board

*Annie Orlando
Darin Cook
David Denslow
Robert Walpole
Mary Alford
Sandra Campbell
Michael Selvester*

Persons with disabilities who require assistance to participate in this meeting are requested to notify the Office of the Equal Opportunity at 334-5051 or call the TDD phone line at 334-2069 at least two business days in advance.

CALL TO ORDER**ROLL CALL****ADOPTION OF THE AGENDA****APPROVAL OF MINUTES**[170120.](#)**UAB Meeting Minutes (B)****RECOMMENDATION**

Approve the minutes of the following meetings as drafted:

02/20/17 - Legal Training Workshop

03/01/17 - Workshop

05/03/17 - Workshop

05/17/17 - Regular Meeting

[170120 UAB 2-20-17 Legal Training Workshop Minutes 20170614](#)

[170120 UAB 3-1-17 Workshop Minutes 20170614](#)

[170120 UAB 5-3-17 Workshop Minutes 20170614](#)

[170120 UAB 5-17-17 Meeting Minutes 20170614](#)

GENERAL CITIZEN COMMENT - For items not on the agenda, not to exceed three minutes.

STATE OF THE UTILITY[170121.](#)**GRU Operational Update for May 2017 (B)****RECOMMENDATION**

Receive report.

[170121 Ops Update - May 2017 - All Depts 20170614](#)

[170121 GRU CDS UAB Presentation 20170614](#)

OLD BUSINESS[160843.](#)**Independent Utility Board (B)**

Explanation: At their May 17, 2017 regular meeting, the board discussed the need for an independent utility board to oversee GRU. The members feel that

the City should offer an alternative version of an independent board for the voters to decide in conjunction with Representative Clemons' bill, and that the UAB should create their own framework for a board structure. The chair tasked member Selvester with creating a draft ordinance detailing a board structure for discussion at their June 7, 2017 workshop.

At their June 7, 2017 workshop, the board members present discussed the draft ordinance created by Member Selvester. After making suggestions for changes and considerations, the members present agreed to bring the revised draft ordinance to the full Board for discussion at their June 14, 2017 regular meeting.

RECOMMENDATION *Discuss the draft independent utility board ordinance created by Member Selvester and take any action deemed appropriate.*

[160843 HB 759 Governance 20170315](#)

[160843 HB 759 - Current Version 20170503](#)

[160843 Email from D.Cook re Indep Util Brd 20170517](#)

[160843 DRAFT - IUB ordinance 20170607](#)

[160843 DRAFT - IUB ordinance Source Material 20170607](#)

[160843 IUB ordinance - 2nd Draft 20170614](#)

NEW BUSINESS

[170116.](#)

Resolution No. 170116

A Resolution of the City Commission of the City of Gainesville, Florida, amending the Purchasing Policy of the City of Gainesville (B)

Explanation: On January 16, 2016, the City Commission approved a revision to the Purchasing Policy of the City of Gainesville to enhance opportunities with small businesses. Changes included: 1) the establishment of a service-disabled veteran business enterprise category; 2) an increase in the number of required written quotes to three with one of the quotes from a small business; and 3) a 5% preference applied to small businesses in qualifications-based solicitations above \$50,000. These changes were initiated by the Equal Opportunity Director with support from the Equal Opportunity Committee and City Commission. The purpose for the Policy revision was to increase spend with small, minority and women-owned local businesses.

During the Policy revisions, Purchasing staff recognized the need to update other sections of the Policy since an extensive review and revision had not occurred since 2006. However, based on the Equal Opportunity Director's short time line to implement the small business

initiatives, staff did not have sufficient time to include its recommended changes to the Policy with the revision.

Since the 2016 revision, an interdepartmental workgroup from GRU and General Government Purchasing and Legal have reviewed the Policy to draft changes that bring the Policy in line with current professional procurement standards. The goal of the changes is to update the Purchasing Policy to better serve internal and external customers through improved efficiencies and a more effective procurement process. Recommendations include:

- § Amending policies to better support City and GRU business initiatives*
- § Using language that is clear and easy to understand*
- § Updating procurement related definitions*
- § Aligning the quote threshold to present-day levels of peer cities and utilities*
- § Clarifying lobbying and black out period requirements during solicitations*
- § Changing 'Purchasing' to 'Procurement' to accurately reflect the nature of the profession*
- § Adding a monetary cap to the 5% preference to small businesses*
- § Applying the preference only when the Local Preference Ordinance does not apply*
- § Increasing the threshold for City Commission approval to \$100,000*
- § Raising the waiver amount for first time orders with a small business*
- § Modifying surplus sales thresholds and clarifying requirements for sales/donations*

These recommendations are aligned with initiatives developed by the General Manager and City Manager to help foster a collaborative effort with the City and GRU to provide effective support services for businesses that want to work with the City and GRU. City and Utility customers and operational departments will benefit as these increased efficiencies will help expedite the procurement process by allowing staff to reduce the administrative cost of small dollar purchases and focus on purchases with higher associated cost and risk. In addition, opportunities to work with small business can increase since purchases of \$5000 or less can be made through small businesses, and there is a higher threshold for waiving competitive bidding for first time orders from small businesses. The recommendation includes a preference to small businesses only when the Local Preference Ordinance does not apply, and calls for establishing a monetary cap. These provisions will reduce the potential for an unbalanced competitive advantage to a business and/or awarding a contract at a significantly higher amount in order to comply with the Policy.

As a result of the Policy change, staff will update procedures with an effort towards eliminating barriers and improving the procurement process.

Fiscal Note: None.

RECOMMENDATION

The UAB advise the City Commission to: 1) adopt the proposed Resolution; and 2) direct Purchasing staff to update the corresponding procedures associated with these policy changes.

[170116 Purchasing Policy 2017 Revision 20170614](#)

[170116 Purchasing Policy Resolution 20170614](#)

[170116 Purchasing Policy Revision - Redline 20170614](#)

[170124.](#)

Innovation District Infrastructure Improvement Area Update (B)

****This item is informational.****

Explanation: On April 7, 2016, the City Commission adopted Ordinance 110541 creating the Innovation District (I-District) Infrastructure Improvement Area (IIA) for constructing and funding water and wastewater system capacity improvements within the designated areas. The costs for these improvements are being recovered through the I-District IIA Area user fees which apply to new development and certain redevelopment within the designated I-District IIA Area completed on or after the April 7, 2016 effective date of the ordinance. The ordinance was amended on March 16, 2017 to include updated IIA fees.

In conjunction with the IIA ordinance, annual review procedures were established to evaluate revenues and expenditures. Staff will provide a brief status update on the IIA in accordance with these procedures.

Fiscal Note: IIA improvement costs are included in the approved FY2017 GRU capital budget.

RECOMMENDATION

The UAB/City Commission hear an update on the Innovation District Infrastructure Improvement Area (IIA).

[170124 IDistrict IIA Update to UAB Presentation 20170614](#)

[160209.](#)

Proposed Changes to Board Meeting Schedule (B)

Explanation: Some UAB members have expressed that the current meeting schedule conflicts with some of their other obligations. Staff has also heard concerns that holding the UAB meetings the day before a City Commission meeting is not optimal for the Commission's schedule and not convenient for citizen participation. In response, staff has explored options for different meeting dates and times.

RECOMMENDATION

Hear presentation of meeting schedule options from staff and choose to:

- 1) accept one of the options presented;
- 2) direct staff to find additional options; or
- 3) continue with the current schedule.

[160209 Proposed UAB Meeting Schedule 20160720](#)

[160209 Proposed UAB Meeting Schedule Change 20170614 - Revised](#)

[170125.](#)

Ackerman Report (B)

Explanation: At their June 7, 2017 Workshop, during discussion of the GREC purchase negotiations, a citizen brought up the Ackerman report, which is the findings of an audit done by independent counsel at the request of the City Auditor. That report was provided to the UAB in the back-up for item number 150562, Options for Consideration of a Forensic Audit of the Biomass Contract, at their May 17, 2017 regular meeting. After a brief discussion with citizens regarding the content of the report, the Board members present agreed to discuss the memo in greater detail at their June 14, 2017 regular meeting.

RECOMMENDATION *Discuss.*

[170125 Ackerman Report 20170517](#)

[170125 Ackerman Supplemental Materials 20170517](#)

MEMBER COMMENT

CITIZEN COMMENT

NEXT MEETING DATE

July 19, 2017

ADJOURNMENT