



**MEETING MINUTES
CITY OF FORT LAUDERDALE
INFRASTRUCTURE TASK FORCE ADVISORY COMMITTEE
MONDAY, MAY 2, 2022 – 2:00 P.M. TO 5:00 P.M.**

CITY OF FORT LAUDERDALE

January-December 2022

Attendance

Marilyn Mammano, Chair	P	5	0
Gerald Angeli	P	4	1
Shane Grabski	A	3	1
James LaBrie	P	5	0
Charlie Ladd	P	2	3
Michael Marshall	P	3	2
Peter Partington	A	3	2
Jacquelyn Scott	P	5	0
Roosevelt Walters	A	2	3
Ralph Zeltman	P	5	0

As of this date, there are 10 appointed members to the Committee, which means 6 would constitute a quorum.

Staff

- Marie Cine, Senior Administrative Assistant / Staff Liaison
- Pauline Ricketts, Senior Administrative Assistant
- Alan Dodd, Director of Public Works
- Chris Bennett, Assistant Director of Public Works
- Omar Castellon, Assistant Director of Public Works (Engineering)
- Jill Prizlee, Chief Engineer
- Sylejman Ujkani, Program Manager
- Fred Harris, Cityworks Administrator
- Jamie Opperlee, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

1. Call to Order

i. Roll Call

Chair Mammano called the meeting to order at 2:05 p.m. Roll was called and it was noted a quorum was present.

ii. Approval of Agenda

Chair Mammano requested that a discussion of the Committee's summer schedule be added to the Agenda.

Motion made by Mr. Angeli, seconded by Mr. Zeltman, to approve [as amended]. In a voice vote, the **motion** passed unanimously.

iii. Approval of Previous Meeting Minutes – April 4, 2022

Chair Mammano noted that the April 4, 2022 minutes were not distributed to the Committee members until very recently, and recommended that their approval be deferred to the next meeting.

Motion made by Ms. Scott, seconded by Mr. LaBrie, to delay. In a voice vote, the **motion** passed unanimously.

2. Old Business

i. Top Ten Capital Projects and FY 23 CIP Priorities

Public Works Director Alan Dodd stated that at this point in the budget process, his Department has not yet presented its proposed budget to the City Manager. They hope to maintain what is underway on the operational side, with increases in program management and other changes necessary to support the Consent Order. Other concerns include an increase in cybersecurity threats, for which technology will need to be current to protect against this possibility. The Department has also requested an Information Technology (IT) Senior Systems Engineer, who will review the Public Works Department's IT and data systems from a cybersecurity perspective.

Mr. Dodd continued that the City has a significant amount of equipment, including pump stations, water meters, the water treatment plant, and other technology, which communicates electronically with Public Works. This is one key reason they are concerned with increasing the level of protection against cyber threats. An individual hacking into the City's system could affect the operations of different pieces of equipment and the City's ability to monitor them accurately. The IT position requested by Public Works would be a full-time employee.

Mr. Dodd continued that phishing attempts and attacks on government networks have increased in recent years, and small governments are particularly vulnerable, as they often lack the IT infrastructure of larger cities. Assistant Public Works Director Omar Castellon advised that other South Florida municipalities are also taking similar steps to protect their IT systems.

Mr. Dodd continued that there are currently more than 600 projects in the City's system which are partially funded, fully funded, or on a list to be funded. The Department identifies the projects that will be their responsibility within the Capital Improvement Plan

(CIP) program and will be prioritized. He noted that one such projects to be funded through the General Fund is the SE 13th Street Bridge, which is an older and functionally obsolete bridge that crosses the Cerro Gordo River. It provides a single point of access to residents in the area where it is located.

Ms. Scott asked how the 13th Street Bridge was identified as functionally obsolete. Mr. Dodd explained that the Florida Department of Transportation (FDOT) inspects bridges annually and provides the City with reports on their condition, including whether or not repairs are required. There are several bridges within the City that have been identified as functionally obsolete. He also clarified that this project has not yet been funded in any previous CIPs, but funding has been requested in fiscal year (FY) 2023.

Chair Mammano asked if the 13th Street Bridge would have been funded using Broward County surtax dollars if bridges were still eligible for that funding source. Mr. Dodd advised that the City is seeking surtax funding for this bridge, as well as other funding opportunities through the state. If funding is received from another source, it will free up the dollars requested from the City for this project, which can then be used on another project.

Mr. Dodd continued that another project for which funding is being sought includes a number of streets with insufficient lighting in high-traffic areas. The Streetlight Master Plan has identified just below \$5 million in projects to upgrade the existing lighting and add new lighting on these streets as a public safety concern. Because the City's Parks and Recreation Department is responsible for the maintenance of street lighting and vegetation in rights-of-way, this project is being pursued in conjunction with that Department. Corridors on which these improvements are sought include a small segment of Las Olas Boulevard, NE 4th Avenue, the Riverland Road area, and the Flagler Village and Himmarshee areas. A high number of nighttime crashes have occurred in these areas.

Chair Mammano asked if this would be a joint request between Public Works and the Parks and Recreation Departments. Mr. Dodd replied that the funding for this project would come from the General Fund. Public Works is supporting the project and will work with Parks and Recreation on project management once its construction phase has begun.

Mr. Dodd moved on to the stormwater program, noting that this list does not include large neighborhood CIP projects that are already underway. Instead it addresses smaller flooding problems. Public Works receives \$1.2 million per year for these projects and has a three-year backlog of areas where repairs are necessary. They hope to increase the annual funding for these projects to \$1.5 million. These pinpoint repairs may include infiltration trenches, catch basins, expanding the size of pipes, or other minor upgrades.

The Committee members briefly discussed a number of areas where flooding is an issue, including 4th Street and Federal Highway. Mr. Dodd emphasized the importance of jurisdiction in dealing with these issues, pointing out that FDOT must address issues on state roadways and Broward County must take care of issues on County roadways. In some cases, there may be connections between jurisdictions, or overlapping systems in an area where multiple roadways cross one another. In addition, flooding near the beach may be influenced by sea level rise.

Mr. LaBrie asked if the smaller stormwater projects include efforts such as repairing one-way tidal valves. Mr. Dodd replied that there is a CIP project with dedicated funding that specifically addresses this effort. Chair Mammano asked if there is a way neighborhoods with valve issues may be added to this list. Mr. Dodd stated that those neighborhoods would need to be added to the City's Qalert system. Public Works would then investigate the issue and deal with it if possible, taking steps such as cleaning out the system or adjusting catch basins. Once a project has reached the cost range of \$50,000 to \$100,000, however, a contractor would need to become involved. If the cost is estimated at over \$100,000, the project will be submitted to the CIP.

Ms. Scott requested additional information about the Qalert system. Mr. Dodd explained that residents experiencing problems may call the City's customer support center at (954) 828-8000. Complaints may also be made through the LauderServe app. The Qalert system creates a record of customer complaints which will be addressed through repairs.

Mr. Dodd reiterated that the annual funding for these smaller projects is \$1.2 million, while up to \$5 million or \$6 million in work has already been identified. Manpower is not an issue. He pointed out that the only way the Stormwater Fund can be increased is either through billing or decreasing funding to another area. Money from the Water and Sewer Fund cannot be used to make up for shortages in the Stormwater Fund, as these enterprise funds must be managed separately. He also noted that projects affecting public safety are prioritized.

Mr. Dodd continued that a force main included on the list for replacement is a high-risk piece of infrastructure. It was funded with \$3 million for the design portion alone, with an anticipated project total of \$16 million. This force main was identified by consultant Hazen and Sawyer as a high-risk piece of infrastructure.

Other prioritized projects include small water main improvements, particularly on roads where water pressure is low due to older water pipes. Mr. Dodd also noted an inflow and infiltration (I&I) project in the Tarpon River area, where pump run times are very high due to I&I. These pipes will need to be lined and rehabilitated. Another project area is the Coral Ridge Country Club Estates, which will be funded over the next three years and beyond due to its size and complexity.

Another pump station project is the Triplex pump station rehab, which is comprised of nine different pump stations that need to be rehabilitated and upgraded. The construction portion of this project is expected to cost \$12 million. Mr. Dodd concluded that the last project on this list involves a 54 in. effluent force main, which is a single point of failure associated with the Consent Order. It connects the George T. Lohmeyer Regional Wastewater Treatment Plant with the injection wells to which effluent is discharged. This is a single pipe that must be replaced. A second pipe will be placed next to this pipe as a redundancy, after which the existing pipe may be rehabilitated so two pipes connect the wellfield to the Lohmeyer plant.

Chair Mammano requested clarification of the timeline for presenting these funding requests to the City Manager. Mr. Dodd stated that Public Works will meet with the City Manager in the next several days, at which time they will present their operational budget. They will also meet with the City's Budget Advisory Board (BAB) to present their recommendations on May 25, 2022. The City Manager will present his budget at a later date. The budget process is ongoing through September as figures continue to be adjusted.

Chair Mammano noted that the bridge and streetlight projects request funding from the General Fund, while most of the other projects are among the CIP recommendations made by Public Works. She asked how the Committee might be effective in supporting Public Works' requests. Mr. Dodd estimated that Public Works' budget would be presented to the City Commission in June 2022 along with the recommendations of other City Departments. He suggested that any time after this would be an appropriate time to advocate for these priorities.

Chair Mammano commented that her preference would be to communicate these recommendations earlier in the budget process, before the Departmental recommendations are made public. She requested feedback from the Committee members on this. It was determined that this discussion would come back as an Agenda Item for the Committee's June meeting.

Mr. Angeli expressed concern with the backlog in small drainage projects, characterizing this as "a state of affairs" rather than a budgetary line item. He felt the Commission should be cognizant of this issue and provide significant funding in the current budget to clear out this backlog.

3. New Business

i. Asset Management Plan and Funding in FY23

Ms. Scott clarified that the asset management plan consists of software that will keep track of the condition of all the City's assets so they can devise a plan for repair or replacement. Chair Mammano added that this was a requirement of the Consent Order.

Assistant Director of Public Works Chris Bennett explained that the Cityworks software program will be used to help manage these assets. This software will operate the predictor analyses that monitor the assets, including their risk of breakage and the prioritization of what should be fixed. The City is currently preparing to go live with one of the main modules of this system, which is related to the Consent Order. It will map the sewer system assets and record their age and other information.

Fred Harris, Cityworks Administrator, explained that the purpose of asset management is to document the current state of the City's assets and make long-range projections regarding their replacement. The asset management plan will also inform the City on infrastructure investment planning throughout the assets' life cycles. It will provide the City with risk-based, data-driven information. Asset management also requires solid governance, strong leadership, and well-coordinated policies and practices.

Mr. Harris explained that Cityworks is an enterprise asset management system that keeps a record of all the information relating to assets, including work that has already been done. A team will record information received from the field and ensure its accuracy.

Ms. Scott asked if the company that sold the asset management software to the City is still working with City Staff to ensure the system works properly. Mr. Harris confirmed that the City is working with an implementation partner. Cityworks will retain information about equipment, labor, material costs, work order counts by asset group, and whether or not maintenance is proactive or reactive, among other factors.

Chair Mammano asked which party is responsible for inputting information into the asset management system. Mr. Harris replied that when work orders are generated, field crews are sent out to perform the necessary work. If they need to use specific materials, those materials, including their cost, are added to the work order. The resulting report will reflect how much money is spent on particular types of work orders. This will help the City make decisions about how to spend its money.

Mr. Bennett added that implementation of the Cityworks system also includes work from consultant Hazen and Sawyer, who assisted with the Consent Order program, and their subcontractors, as well as the different consultants working on various City programs, to collect information on the age and condition of existing infrastructure. Moving forward, more information will be added as the City undertakes maintenance or software projects.

The City has geographic information systems (GIS) information about most of its water, sewer, and stormwater assets, as well as a handful of other hard assets. There are still a great many assets, however, about which the City must "fill in the blanks." These include areas where errors may have been made in the past or the quantity of known assets in a certain area may be too low. Establishing a work order program will be helpful in managing the assets.

Mr. Zeltman asked if the system would identify problems in the field, such as manholes that have settled over time. He pointed out that work crews may have addressed these issues in the past without fully investigating and addressing larger related problems. Mr. Bennett advised that the City will need to establish the parameters for projects such as this. A mature asset management program, which is greater than the software system alone, will include training field crews on proper inspection techniques and how to report whether assets may need additional work.

Chair Mammano asked for the cost of the asset management system. Mr. Harris replied that the City has spent just over \$800,000 on this system over the last three years. The initial software purchase and implementation was considered its own project, which meant it had its own budget. Mr. Bennett added that secondary funding may also come from other projects: for example, some funding is a result of the Consent Order's requirement to map the sewer system and "go live" with its inspection and work order modules.

Chair Mammano asked if there are specific line items associated with the asset management system which need funding. Mr. Harris replied that the biggest expense will be the condition assessment, which will be ongoing. He explained that each of the City's utilities is at a different stage within the asset management program: stormwater work is further along, while mapping of sewer system assets is approximately 85% complete. The next step will be to address the water system, which will require "desktop assessments" of the age, type of pipe, soil, and other information that will help determine the assets' remaining useful life. The intent is to reach a point where the City can make informed decisions about the replacement or repair of, and investment in, infrastructure going forward.

Chair Mammano asked if this will include identification of every City asset and its condition. Mr. Bennett replied that the goal is to identify assets on a City-wide management system for all Departments. At present, the focus is on water, sewer, and stormwater assets. Sidewalk and asphalt information will eventually be included as well: Staff members are indexing the condition of sidewalks and roadways.

Chair Mammano requested further clarification of what the FY 23 funding would cover. Mr. Harris replied that this would be for the condition assessment of known facilities. He confirmed that sewer mapping is presently 80% complete. The initial condition assessment of sewer infrastructure was required under the Consent Order, and Staff in the field will continue to provide information as work orders are completed.

Mr. Harris advised that in a year, Cityworks is expected to have been functional for roughly 10 to 12 months and will be providing the data necessary to make informed decisions. He cautioned that the first six months' worth of data should be taken with a grain of salt, as Staff will be learning how to use the system and some user error can be anticipated.

Mr. Bennett stated that by the next year, Staff will be determining its asset management program team and the organizational structure of that team. At present, Mr. Harris is leading a two-person team with GIS, IT, and programming implementation support; however, this stage is focused on making sure the software is up and running and is not the same as a program team. There is funding to ensure the software is operational and to continue implementing more assets and training staff on how to use the software.

Ms. Scott asked how many individuals are expected to make up the asset management program team. Mr. Bennett estimated that this will require one to two full-time individuals in the beginning, including persons with IT and database management knowledge. This number may expand in the future.

Chair Mammano asserted that if more funding is needed for the asset management program in the future, the Committee is willing to advocate for this funding.

It was further clarified that the proposed software is not only for Public Works, but for the entire City. This means while Public Works will be advocating for its own uses of the software, other Departments will also need to be brought on board and their needs funded as well.

Chair Mammano noted that this could constitute overreach if the program is implemented for multiple City Departments before Public Works has become fully comfortable with it. Ms. Scott added that how Public Works implements the system will show how it can be used by the entire City. She felt it was critical to have sufficient Staff in this Department to ensure the success of the system before other Departments implement it as well. Mr. Bennett agreed that the initial progress of the system may have been slowed because Public Works was trying to do too much at once. As a result, they have taken a step back and are implementing the program one utility at a time.

Mr. Harris clarified that Cityworks itself is an asset management system, but does not constitute the entire asset management program. It is the software that will keep track of mapping, work that is being done, and materials, and informs the decision-making process.

ii. Consent Agreement – Mapping of the Water System

Program Manager Sylejman Ujkani advised that this project is currently under a cone of silence, as the City is awaiting bids.

iii. Yearly Analysis of Water System Breaks from 2021

Chair Mammano recalled that this was requested at the April 2022 meeting. The Committee members viewed a graphic showing the 2021 water system breaks, which reflected 37 breaks, 12 of which were made by contractors.

4. Public Works Update

i. April Water and Wastewater Break Report

Mr. Castellon reported that there were two water breaks and no sewer breaks during the month of April 2022.

ii. Financial Report

Mr. Castellon advised that the City remains on track with bond spending. The next bond report is expected in October 2022. Funds are being spent on a number of Consent Order-related projects, as well as improvements to the Fiveash Water Treatment Plant.

5. General Discussion and Comments

i. Committee Members

Chair Mammano pointed out that the Committee traditionally does not hold its July meeting, which corresponds to the City Commission's timeline.

Motion made by Mr. LaBrie, seconded by Mr. Angeli, to cancel the July 2022 meeting. In a voice vote, the **motion** passed unanimously.

Mr. LaBrie observed that the April 2022 minutes were sent to the Committee members late, with several other backup documents, and asked if it might be possible to send the minutes at the same time as each month's Agenda. Other supporting documents could be provided later. Mr. Castellon explained that the previous Staff Liaison had resigned, which left Staff in a challenging position when documents were sent out. He agreed, however, that the previous month's minutes and the Agenda could be sent together.

Mr. LaBrie also addressed the presentation on the Sunshine Law as reflected in the April 2022 minutes, requesting clarification of whether or not Sunshine Law restrictions apply to comments made by Committee members at Council of Fort Lauderdale Civic Associations. It was clarified that while the Council is not subject to the Sunshine Law, as it is not a City advisory entity, the issue is that of two Committee members engaging in discussion, which would constitute a violation of the Sunshine Law.

Mr. Angeli expressed concern with the use of leaf blowers, which can result in leaves and other vegetative debris being pushed down into the storm sewers. Mr. Castellon advised that the City has a catch basin cleaning program. Mr. Bennett further clarified that the entire City basin system is required to be cleaned once every five years. He added that leaves are supposed to be bagged under Code requirements.

Mr. Castellon asked if the Committee wished to see a presentation from stormwater operations on the basin cleaning schedule. There was consensus that the members would like to see this schedule.

Chair Mammano recalled that at the April meeting, the Committee had discussed the fact that sidewalk improvements are no longer eligible for funding by the Broward County transportation surtax. She requested a discussion of the City's sidewalk budget, including repairs to damaged existing sidewalks as well as overall sidewalk connectivity.

Mr. Zeltman recalled that he had requested clarification of the percentage of water from the Fiveash Water Treatment Plant that is unaccounted for within the system. Mr. Castellon replied that there is a figure for this non-revenue water (NRW), which can be provided at the next meeting.

Mr. Zeltman also asked if the Committee can see information on I&I into pipes and basins in the sanitary sewer system, and a schedule of when this may be addressed. He explained that this information is relative to the decrease in water going into the Lohmeyer wastewater plant. Mr. Castellon stated that this decrease can be seen in basins that have been lined; however, it is difficult to correlate this to the total flow, particularly during heavy rains, as unlined basins still experience significant intrusion of water. He confirmed that run times at pump stations have decreased where basins have been lined.

Chair Mammano suggested that it could be useful to see a chart of the pump stations with lower run times near the lined basins. Mr. Castellon confirmed that this data is available. Chair Mammano requested a map of the basins that have been lined, as well as figures reflecting the decrease in run times at pump stations where I&I is less of a problem due to lined basins.

Ms. Scott requested an update on the proposed tunnel v. bridge discussion. It was noted that this discussion has moved on to the County. Mr. Ladd advised that the City's position remains opposed to a new bridge, although Chair Mammano noted that some entities are not in favor of a tunnel due to concerns about its potential cost.

Mr. Zeltman requested an update on the status of the public-private partnership (P3) for construction of a new water treatment plant. Mr. Castellon replied that Staff is working on an interim agreement related to this project and is reviewing the prospective location of a new building, as well as the potential relocation of wells. This interim agreement will go before the City Commission on May 3, 2022. Staff is also working on the comprehensive agreement with the City's P3 partner agency.

Chair Mammano asked if the City would have any liability if the partner agency pulls out of the contract after the interim agreement. Mr. Castellon explained that the entity will need to figure out what to do next after they have reviewed the location and the wellfield.

Mr. LaBrie asked what entity is responsible for paying for the water that goes to City pools, splash ponds, the Aquatics Center, and other facilities that use water. Mr. Castellon replied that all these connections are metered, and the entity in charge of the facilities pays for this water.

ii. Public Comments

None.

6. Adjournment

There being no further business to come before the Committee at this time, the meeting was adjourned at 3:53 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]