

Agenda

Meeting of the Commissioners of Public Works
of the City of Charleston, South Carolina
(Charleston Water System)

March 31, 2009, 9:00 a.m.

Our Mission is to protect public health and enhance the environment of our service community by providing clean water services of exceptional quality and value.

Our Vision is to become, by 2012, an organization worthy of a SC Governor's Quality Award achieved through teamwork, customer focus, and performance excellence.

Our Core Values Teamwork • Ethical Behavior & Integrity • Accountability • Customer Service Focus • Open & Honest Communication • Innovation

Meeting of the Commissioners of Public Works
of the City of Charleston, South Carolina
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Mr. Thomas Pritchard, Chairman
March 31, 2009

- I. Call to Order**

- II. Invocation - Mr. Pritchard**

- III. Pledge of Allegiance – All present**

- IV. Adjourn to Committee Meetings, followed by Commissioners Meeting**

Meeting of the Commissioners of Public Works
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Public Contract and Finance Committee
Mr. Thomas Pritchard, Committee Chairman

March 31, 2009

I. Call to Order

II. Approval of Minutes of Committee Meeting of February 24, 2009

III. Report on Updated Bond Ratings – Mr. Ropp

Mr. Ropp will inform the Commissioners of Charleston Water System's updated bond ratings from Standard & Poor, Moody's, and Fitch bond rating agencies. *(For Information Only)*

IV. Report on Pricing for 2009 Series Refunding Bonds – Mr. Ropp

Mr. Ropp will update the Commissioners on the bond pricing, etc. for the recent refunding of the 1998 bonds. *(For Information Only)*

V. Adjournment

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Administrative, Personnel, and Public Relations Committee
Mr. William E. Koopman, Committee Chairman

March 31, 2009

I. Call to Order

II. Approval of Minutes of Committee Meeting of February 24, 2009.

III. Bill Inserts - Ms. Hagan – Exhibit A

A. 2008 Drinking Water Quality Report (Consumer Confidence Report)

Each year by July 1st, every community water supplier, by regulation, must provide an annual report (called a Consumer Confidence Report or C.C.R.) to its customers. The report provides information on local drinking water quality, including the water's source, any contaminants found in the water, and how consumers can get involved in protecting drinking water. Ms. Hagan will present the draft 2008 Drinking Water Quality Report and request the Board's approval. *(Motion to be requested)*

IV. Community Outreach Activities

A. Charleston County Earth Day Festival - Ms. Hagan

The Charleston County Earth Day Festival will be held on Saturday, April 18, 2009 at Park Circle in North Charleston. Ms. Hagan will update the Commissioners on Charleston Water System's sponsorship and involvement in this environmentally-focused event.
(For Information Only)

B. The South Carolina Maritime Foundation – Mr. Fairey

The South Carolina Maritime Foundation offers effective and unique educational opportunities for the students of South Carolina focusing on the history, math, science and literature of South Carolina's water resources and encourages personal responsibility, contribution to community, and stewardship of the environment. Mr. Fairey will inform the Commissioners of Charleston Water System's equipment donation to the Spirit of South Carolina *Tall Ships*.
(For Information Only)

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C. 2009 Black Expo – Ms. Ferguson

Ms. Ferguson will inform the Commissioners of Charleston Water System's sponsorship of the 10th Annual Charleston Black Expo that was held at the North Charleston Convention Center on Saturday, March 14th. The Black Expo promotes economic development through increased exposure for minority-owned businesses. It is a family-oriented event that exposes the community to business opportunities and cultural resources. *(For Information Only)*

D. Habitat for Humanity's Day of Caring – Ms. Harrison

Ms. Harrison will inform the Commissioners of Charleston Water System's participation with Habitat for Humanity's Day of Caring on April 23rd and April 30th, 2009.
(For Information Only)

V. Take Two for Safety – Mr. Kent Scarborough

Mr. Scarborough will inform the Commissioners of a series of safety video programs that stimulates thinking and conversation throughout the organization about safety in the workplace and at home. "TAKE TWO" means that a person can work more safely by taking just two minutes to think through a job before getting started. *(For Information Only)*

VI. Staff Hiring Freeze – Mr. Hill

Mr. Hill will inform the Commissioners that Charleston Water System has instituted a temporary hiring moratorium for open positions. *(For Information Only)*

VII. Adjournment

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Regulatory and Property Committee
Mr. David Rivers, Committee Chairman

March 31, 2009

I. Call to Order

II. Approval of Minutes of Committee Meeting of February 24, 2009

III. Update on Upcoming Sanitary Survey Report by SC DHEC – Mr. Fairey

Mr. Fairey will inform the Commissioners that SC DHEC will perform a comprehensive Sanitary Survey inspection of Charleston's public water system on April 7-10, 2009. The survey insures the adequacy of the water system to produce and distribute safe drinking water. *(For Information Only)*

IV. Triennial Lead Sampling – Mr. Fairey

Mr. Fairey will inform the Commissioners of the upcoming lead sampling requirement in order to comply with EPA regulations. *(For Information Only)*

**V. North Charleston Property Issues – Mr. Cline / Mr. Hill
(O'Hare, Blue House, and Eubank/Carver)**

Mr. Cline and Mr. Hill will update the Commissioners regarding the current status of three (3) potential property transactions between Charleston Water System and the City of North Charleston. *(For Information Only)*

**VI. Potential Sub-Lease Agreement with Post & Courier at CPW's North Area Office –
Mr. Crawford**

Mr. Crawford will discuss with the Commissioners the request from the Post & Courier to sub-lease a portion of our North Area office space. *(Motion to be requested)*

VII. Adjournment

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I. Reconvene Commissioners' Meeting after conclusion of Committee Meetings

II. Approval of Minutes of Commission Meeting of February 24, 2009

III. Citizens Participation

IV. Monthly Customer Service Activity and Financial Report – Ms. Ferguson and Mr. Ropp

V. Key Performance Indicators (KPI's) – Linda Hans

Ms. Hans will review Charleston Water System's corporate-level measures (KPI's) that reflect our success in achieving our strategic objectives. *(For Information Only)*

VI. Staff Reports

A. The National Association of Clean Water Agencies (NACWA) Award – Mr. Fairey

Mr. Fairey will announce that Charleston Water System received NACWA's 2009 Operations Award for our Infiltration/Inflow Reduction Project. The Environmental Achievement Awards are presented for outstanding initiatives in wastewater operations that are both cost-effective and environmentally sound. The award recognizes an innovative and effective project, system or method relating to wastewater treatment or collection system operations, which have been developed and successfully implemented by an NACWA member in a cost-effective manner, while achieving environmental compliance objectives. *(For Information Only)*

B. Recent Staff Awards / Recognition from the SC Environmental Conference (SCEC) - Mr. Hill / Mr. Fairey

VII. Report of Standing Committees

- A. Contract and Finance Committee Meeting of March 31, 2009
- B. Administrative, Personnel and Public Relations Committee - Meeting of March 31, 2009
- C. Regulatory and Property Committee – Meeting of March 31, 2009

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VIII. Executive Session

Staff will request an Executive Session to discuss legal and contractual matters including a Bid Protest on Pump Station 84 New Force Main Construction, etc.

IX. Miscellaneous Business – Mr. Cline

- A. Pump Station 84 New Force Main Construction - **Exhibit B**
- B. Wappoo Road Water Main Replacement Engineering Services Contract - **Exhibit C**

X. Citizens Participation

XI. Adjournment