

To: Attendees

From: Everglades Partners Joint Venture (EPJV)

Date: February 13, 2002

Subject: Design Coordination Team (DCT) Meeting Minutes
February 6, 2002

Attendees: See attached.

Handouts: Agenda
Draft Minutes from January 11, 2002 DCT Meeting
CERP Projects Monthly Progress Report Sheets
CERP Program-Level Activities Monthly Progress Report Sheets
CERP Action Items - DCT Activities Results Page, dated 020502
Schedule for Development of Project Management Plans, dated 020502
Schedule for Completion of Strategy Papers, dated 013002
PMP Presentation – C-111 Spreader Canal
PMP Presentation – L-31N Seepage Management Pilot
PMP Presentation – Lake Belt In-Ground Reservoir Technology Pilot
PMP Presentation – WCA 3 Decomp & Sheetflow Enhancement – Part 1
Strategy Paper – Operation and Maintenance
Strategy Paper – Wastewater Reuse Technology
Strategy Paper – Lake Belt In-Ground Reservoir Technology
Strategy Paper – Water Quality

The meeting was held via video teleconference between the South Florida Water Management District Office (SFWMD), West Palm Beach, Florida and the U.S. Army Corps of Engineers Jacksonville District Office (Corps), Jacksonville Florida.

PROGRAM LEVEL ACTIVITIES

1. OPENING REMARKS

Joe Schweigart, SFWMD, and Dennis Duke, Corps, welcomed the DCT members. Joe noted that Steve Reel and Randy Bushey were also present. Dennis began by stating the Comprehensive Everglades Restoration Plan (CERP) was not one of the programs that underwent a budget cut. The President's budget includes \$37 million for the Jacksonville District's Program in fiscal year (FY) 2003. This was the amount requested by the District.

Dennis noted that no new construction starts are included for FY03. He stated that all CERP projects are considered a "new start" for construction. As a part of the Central and South Florida project, CERP is funded with Construction General funds. Each CERP project is considered a separable element under the plan requiring separate new starts; 902 limits will apply to all authorized CERP projects and pilots.

Dennis advised that the branch chiefs have been selected and are as follows.

Chief, Restoration Program Division - *Dennis R. Duke, P.E.*

Chief, Restoration Programs Management Branch/Assistant Chief, Restoration Programs Division - *Michael A. Ornella*

Chief, Central Florida Restoration Branch - *Kim Brooks-Hall, P.E.*

Chief, South Florida Restoration Branch - *Cheryl P. Ulrich, P.E.*

Chief, RECOVER Branch - *Stuart J. Appelbaum*

The Chief of the Planning and Restoration Branch was also selected and will replace Stu Appelbaum as Acting Chief of that branch. A special section has been created for the CERP efforts in the Contracting Division, which is actively recruiting for a Branch Chief. Cindi Jones is Acting Chief of this division until the position is filled.

Dennis announced that Randy Edney is new to the Small Business Division and will assist with Environmental and Economic Equity activities.

2. REVIEW OF MINUTES

Dennis Duke, Corps, requested any additions or corrections to the January 11, 2002 DCT meeting minutes. Several comments were received. The minutes were corrected to reflect the comments received.

3. DISCUSSION OF PROGRAMMATIC ISSUES

a. CERP Conference – The CERP Conference will be held on April 17 and 18, 2002 (afternoon on the 17th to mid-afternoon on the 18th). Tentative locations are Melbourne or Orlando and the theme is “Project Delivery Teams – Focus on Implementing CERP.” The keynote speakers will be Henry Dean, SFWMD Executive Director, and Colonel May, Corps District Engineer. Breakout sessions by region were suggested, as well as panel feedback to wrap up the conference.

In discussing topics for the conference, offering a consistent approach to deal with overrun issues for PIRs and PPDRs was suggested. Randy Bushey, SFWMD, stated that it would be beneficial to assemble a team to talk about the increase in cost that has been seen for both of these documents. Alex Perez, SFWMD, was asked to pull together a team to discuss this issue, as well as the meeting. The team was suggested to include Randy Bushey, SFWMD, Dennis Duke, Corps, Mike Ornella, Corps, Alex Perez, SFWMD, and the program management contractors for the Corps and SFWMD. Frank Metzler, FDEP, will let Ernie Barnett know about this meeting.

4. MANAGEMENT PLANS BRIEFING

a. CERP Zone Update – Bill Hall, SFWMD, reported that the SFWMD and Corps teams completed the second phase on December 31, 2001. Fifteen (1-3, 5-11, 13, 15-18) of the twenty Phase II projects are complete. Two (4 & 19) are ongoing indefinitely and three projects have been deferred to Phase III (12, 14, and 20). The SFWMD and Corps plan to jointly develop Phase III tasks and deliverables (schedule is April 1st through September 30th). This will create a more accurate account of what is expected in future phases of this project. Item 4 will be ongoing indefinitely and should be considered administrative. Item 19 is also an ongoing administrative task. Items 12, 14 and 20 were not complete due to lack of approval of the Data Management plan. These items have been moved to Phase III. Both the schedule and the cost are still being adjusted on the data management plan.

Mike Ornella, Corps, suggested making desk-to-desk VTC available to all. He offered that if the organizations are in a position to implement this, a plan and schedule will be needed.

5. PROGRAM CONTROLS

a. PDT Guidance – Mike Ornella, Corps, reported that four guidance memorandums were approved. The EPJV prepared these guidance documents from strategy and issue papers as guidance for the project delivery teams. Alex Perez, SFWMD, stated that the guidance documents are critical to assist Project Managers in understanding issues as well as providing a reference source. Dennis Duke, Corps, stated that WRDA Plan Formulation documents and guidance papers received from Corps Headquarters should be included in the guidance manual. Alex Perez, SFWMD, stated that he is expecting the Corps and SFWMD consultants to get together to determine other guidance that should be included in the document. Randy Bushey, SFWMD, added that distribution of a compact disk including voice-overs of the guidance manual to DCT members would be helpful in disseminating the information to all of the agencies.

b. DCT Support Materials – Dennis Duke, Corps, stated that the EPJV will assume the responsibility of updating the DCT Support Materials such as the PMP tracking chart, PIR tracking chart (when final), Action Item list, Agenda, and Meeting Summary.

c. Website Location of Project Status Sheets – Debbie Solis delivered a presentation to instruct members on how to get to the project status sheets on the website. The project sheets are in .pdf format. Future plans are to automate this process. If there are any problems or comments regarding accessing the project sheets, one may contact the web administrator of the site via the email address provided on the web page. Art Bennett, Corps, noted that the project sheets on the web are only those projects that are being monitored by CERP, not all projects. Frank Metzler, FDEP, requested a copy of the presentation.

6. REVIEW OF ACTION ITEMS

The DCT reviewed those Action Items with Yellow or Red status. The following list reflects discussion of the DCT.

A: Program Management and Coordination

A3: The Strategy paper will be presented later in the meeting; primarily waiting on comments from members.

- A10:** Complete.
- A16:** A-1;A-2; Kim Brooks-Hall, Corps, to meet with Paul Warner, SFWMD, and Lewis Hornung, SFWMD, to discuss.
- A23:** Holding meeting 2/12/02.
- A25:** Change target completion date to 5/30/02.
- A26:** Incomplete.
- A27:** Change target completion date to 3/31/02.

F: Program Controls

- F9:** Issue paper pending; change status to Red.
- F17:** Need contingency management strategy.
- F18:** Change target completion date to 3/31/02; review document for next DCT.
- F19:** Change target completion date to TBD; change status to Red.
- F20:** Initial draft of the Programmatic Regulations out for review. Draft Programmatic Regs will be removed from this Action Item and will be added to the DCT Agenda as a status briefing.

G: Other Program-Level Activities

- G1:** A draft SOP will be submitted to EPJV by 3/31/02.
- G11:** Final plan is ready for review.

Dennis Duke, Corps, added that Programmatic Regulations should be listed like a project on the agenda for briefing, not on the Action Item List.

PROJECT LEVEL ACTIVITIES

7. PROJECT STATUS

- a. Schedule for Completion of PMPs** – Dennis noted in reviewing the handout that all schedules are behind when referenced to the Master Implementation Schedule.

8. PMP PRESENTATIONS/PROJECT BRIEFING

- a. C-111 Spreader Canal** – Recommended for review by the PRB and CRG pending separation of contingencies from the individual PIR resources; reduce total cost of \$5.798 million to reflect a 6.7% reduction for Programmatic Costs.
- b. L-31N Seepage Management Pilot** – Recommended approval pending ability to defend schedule.
- c. Lake Belt In-Ground Reservoir Technology Pilot** – Recommended approval pending schedule revisions.
- d. WCA 3 Decomp & Sheetflow Enhancement – Part 1** – Recommended for approval pending 1) addition of direct costs for work SFWMD is performing, 2) addition of a line item in the PIR for contingency, and 3) schedule revisions.

9. PROJECTS BY REGION

Projects were not briefed during this meeting due to time constraints.

10. STRATEGY PLANS

A consistent format for strategy papers was discussed.

- a. Operation and Maintenance** – Approved subject to format changes.
- b. Wastewater Reuse Technology** – Will be briefed at the March DCT meeting.
- c. Lake Belt In-Ground Reservoir Technology** – Will be briefed at the March DCT meeting.
- d. Water Quality** – Strategy plan is in draft form; is currently under internal review with the RECOVER Water Quality Team. Will be presented to DCT at the March meeting. John Hess, Corps, will give Mike Ornella a copy of the strategy paper.