

# **MINUTES**

## **City Council Public Works & Utilities Committee**

**Thursday, March 29, 2018 – 5:30 PM**  
Administrative Conference Room at City Hall

**Members Present:** Mac Morrow, Chair, Council Member  
Maurice Jones, Vice-Chair, Council Member  
Jim Fatland, City Manager  
Emory Owen, WWTP Director  
Dennis Richardson, WTP Director  
David Lutz, Public Works Director  
Clay Sykes, Citizen Member

**Absent:** None

**Staff Present:** Daniel Cobb, Planning Director  
Denise Hodsdon, Executive Assistant

**Special Guests:** Steve Miller, WR Martin

### **A. Welcome & Call to Order**

Committee Chair Mac Morrow called the meeting to order at 5:34 PM.

### **B. Certification of Quorum**

Executive Assistant Denise Hodsdon certified that a quorum was present.

### **C. Approval of Minutes from September 14, 2017 Meeting**

Motion by Mr. Jones, seconded by Mr. Fatland to approve the minutes of the September 14, 2017 meeting as presented. Motion carried unanimously.

### **D. System Development Fees**

Mr. Fatland explained that the City Attorney had recommended that the City of Brevard suspend collection of water and sewer impact fees based on litigation involving the Town of Carthage. The state has enacted new legislation that allows reestablishment of water and sewer impact fees, now called System Development Fees (SDF). The new law provides specific guidelines that public water and sewer

providers must follow in order to charge SDFs and requires that the City retain the services of an outside consultant to analyze its System Development Fees. The City hired the consulting firm WR Martin to conduct the analysis. Mr. Fatland introduced Steven Miller who was the project manager for WR Martin. Mr. Miller presented his draft report and recommendations for the Committee's review. He explained that the legislation prescribes three methods that may be used to calculate the maximum allowable fees. The methodology they used is called the system buy in method, which uses the estimated value of the water and sewer systems, less the outstanding debt and any grant awards to determine the value of the systems and then divide by the number of residential user equivalents to come out to a value of the system per residential user equivalent. That amount determines the maximum SDF that can be charged for ¾-inch water and sewer meters. Fees for meter sizes larger than ¾-inch are calculated by prorating the meter size by the maximum flow factor of each meter. Mr. Miller also explained that there are some restrictions on how the SDF funds can be used and the money must go into a separate reserve account. The draft report provides the necessary calculations that must be provided to the public and the approved version of the report must be posted on the City's website for 45 days to allow for public comment. After the public comment period, the City Council must conduct a public hearing.

During discussion, it was noted that the report must be updated at least every five years and it will be necessary to hire a consultant and go through the whole process again. Additionally, any time the City wishes to increase SDFs within any 5-year period, it requires going through the whole process with a consultant again. Previously, the City of Brevard had been charging \$375.00 for water and \$375.00 for sewer residential connection, which is significantly less than the maximum allowed amount. Mr. Miller advised that if the City foresees SDFs being higher in a few years, it may be prudent to propose a higher fee that would save from having to hire a consultant for a few years. The draft report indicates that the maximum SDF allowed is \$2559.00 for the water system and \$5760.00 for the sewer system. The Committee felt that a fee somewhere between the previous fee charged by the City of Brevard and the maximum would be appropriate. Following further discussion, Mr. Jones motioned and Mr. Fatland seconded to amend the System Development Fee proposal to set the ¾-inch water line fee at \$500.00 and the sewer line fee at \$1,000.00. The motion carried unanimously. Mr. Miller will prepare an amended proposal which will be posted on the City's website next week and start the 45-day public comment period. The Council will hold its public hearing at the May 21<sup>st</sup> meeting.

## **E. Water Treatment Plant Grant and Stream Restoration Project**

Mr. Fatland asked Water Treatment Plant Superintendent Dennis Richardson to update the Committee on the \$1,000,000 grant the City received for the stream restoration and relocation of the Water Treatment Plant intake. Mr. Richardson explained that the project will include stabilizing the road bank and restoring the creek by creating a deep channel to control flow and eliminate sedimentation and other things that cause erosion. He met with engineers last week and he hopes to have their report by May as it has to be submitted to the State by July 2<sup>nd</sup>. He shared a timeline for the project. He said they are hoping to stay ahead of schedule and the goal is to begin work next year instead of in 2020.

## **F. Pump Stations**

### **1. Wastewater Treatment Plant**

Mr. Fatland said that this year's budget included approximately \$250,000 for the Wastewater Treatment Plant pump station. The City has retained the services of an engineer and Wastewater Treatment Plant Supervisor Emory Owen explained that originally the thought was to go above ground, but it would be more feasible and less money to rehab the current lift station. He explained that this will give the same result and will do everything we need. Mr. Owen reported that the new sludge station needs to have lighting and a fan for proper ventilation and the dump station needs heat and lighting. He hopes that if we can save money on the pump station, we can then put money into these items. Mr. Fatland pointed out that once the System Development Fees are put in place, that is a good source of funds to use for these types of projects.

### **2. Gallimore Road**

Public Works Director David Lutz updated the Committee on the status of the Gallimore Road pump station. Mr. Lutz said that for years Neely Road and Gallimore Road would both discharge. He reported that Neely Road is now under control with the new pump station, force main and equalization tank. However, Gallimore Road still has the same problem. He said is not discharging as bad, but it is still discharging. He said that they are working on an assessment of the pump station to tell us how much more we can pump to Neely, to get the maximum amount given the size of the pipe. The problem is between Neely and Gallimore as the pipe is not big enough to carry the capacity of an extra 500

gallons per minute. He said it is still a work in progress and he is trying to determine the most cost-effective way to handle the problem.

**G. Proposed In-House Recycling**

Mr. Fatland reported that the City currently charges residential customers \$3.00 per month and \$4.00 for commercial customers. We are currently paying Waste Pro \$2.92 for residential and \$4.00 for commercial. When the contract comes up for renewal in October, they may be asking for higher fees so he and Mr. Lutz are looking into the possibility of doing the recycling in-house to see if we can do it for less money and keep the fees the same. Mr. Lutz added that we can do it a little bit cheaper, but if Waste Pro comes in with the same cost, then it would not be beneficial to take manpower from streets and sanitation to work on recycling. Mr. Fatland and Mr. Lutz will be meeting with Waste Pro in the near future to request their proposal for the contract renewal and will bring back to the Public Works and Utility Committee.

**H. Bike Friendly-Specific Map Showing Existing Speed Limits**

**I. Traffic Calming Devices**

These two items were referred to the Public Safety Committee.

**J. Set Date for Next Meeting**

No date was set for the next meeting.

**K. Adjourn**

There being no further business, Mr. Fatland moved, seconded by Mr. Morrow to adjourn the meeting at 7:10 PM. Motion carried unanimously.

X 

Mac Morrow  
Chair, Council Member

Minutes Approved: May 10, 2018

X 

Denise Hodsdon  
Executive Assistant