

AGENDA

CITY OF ARCHER
16870 SW 134TH AVENUE
P.O. BOX 39
ARCHER, FL 32618-0039

May 30th, 2017

SEWER COMMITTEE MEETING

5:00 p.m.

ARCHER CITY HALL

All persons wishing to participate and speak on an issue at the public meeting have the right, through the Chair, to ask questions of staff or other speakers, to seek clarification of comments made by staff or other speakers, and to respond to the comments or presentations of staff or other speakers.

All persons who present written materials to Commissioners for consideration must ensure that a copy of those materials is provided to the Clerk for inclusion in the record of proceedings and official minutes.

All persons are advised that, if they decide to appeal any decision made at this public hearing or meeting, they will need a record of the proceedings and, for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

All interested persons are invited to attend and be heard.

CALL TO ORDER

I. Consent Agenda

- A. Approve minutes from meeting on August 4th, 2016

II. New Business

- A. Update on the Meeting with Funding Agencies
- B. Property Update
- C. Timeline
- D. Survey/Referendum Discussion

III. Citizen Comments

IV. Committee Comments

V. Motion to Adjourn

CITY OF ARCHER SEWER COMMITTEE MEETING MINUTES
Thursday, August 4, 2016 Time: 6:00 PM

MINUTES, WHICH ARE PUBLIC RECORD, ARE NOTES TAKEN TO PROVIDE A SUMMARY MEMORANDUM OF MEETINGS OR HEARINGS AND CONTAIN ALL OFFICIAL ACTIONS TAKEN. MINUTES ARE NOT INTENDED TO BE A WORD-FOR-WORD OR VERBATIM TRANSCRIPTION OF THE MEETING.

CALL TO ORDER: TIME 6:05 PM: Susan Drawdy, Chair, Vice Mayor
LEADING THE PLEDGE OF ALLEGIANCE: Susan Drawdy, Chair, Vice Mayor

Quorum Present

Committee Chair: Susan Drawdy, Vice Mayor, non-voting position.
Committee Co-Chair: Bob Kasicki ·
Harriett Davis ·
Melvin Lauderdale ·
Frank Lopez ·
Laurie Costello ·
Sara Brannon ·
Sue Batey, Ad hoc, non-voting position ·

ABSENT: Dan Beck
Amelia Davis ·

GUEST SPEAKER: Debra Preble, P.E, Dewberry | Preble-Rish, Inc.

STAFF:
City Manager: Zeria K. Folston
Minutes Recorder: Mary T. Flickinger

Agenda items were displayed on the overhead screen for the public to follow the discussion.

I. CONSENT AGENDA

A. Approval of the Minutes from the April 18, 2016, Sewer Committee Meeting

MOTION

Committee Member Kasicki moved to approve the minutes from the April 18, 2016, Sewer Committee Meeting.

Committee Member Lopez seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 6-0

II. NEW BUSINESS

City Manager Folston stated that we are here tonight to review the updated PER based on changes that the Sewer Committee proposed, and other added items. City Manager Folston stated that everything presented in the PER is still in its conceptual stage. Ms. Preble will present first, then the Sewer Committee will ask questions, and then the floor will be opened to the public.

A. Ms. Debra Preble, Updated PER (Preliminary Engineering Report).

Ms. Preble recapped that the City of Archer has been trying to acquire a wastewater system for a number of years and experienced an unfortunate and un-fundable failed project. Ms. Preble stated that she was hired as a professional consultant to guide the City through the process of getting a fundable sewer project. A fundable project generates enough revenue to pay for itself, the construction costs, the debt incurred during construction, and the operation and maintenance.

Ms. Preble reviewed the various Alternatives that the Sewer Committee considered: Alternative 1: Construct a wastewater treatment plant in the City of Archer, Alternative 2: Connect to the City of Gainesville, Alternative 3: Connect to the City of Williston, Alternative 4: Connect to the City of Newberry. The City of Bronson was also considered, but Bronson did not have enough capacity to take wastewater and this option was eliminated. Ms. Preble clarified that sending wastewater to be treated to another city would mean that the City of Archer would have to build the infrastructure to reach that city. The City of Archer would also have to reserve, by agreement, the amount of wastewater they plan to send for treatment on a monthly/yearly basis.

Ms. Preble stated that the recommended option to pursue is Alternative 1: Construct a wastewater treatment plant in the City of Archer. If the City builds the treatment plant, on property they own, they do not have to pay anyone to treat the wastewater, making it the least expensive option.

Ms. Preble recapped the difference between the five different collection systems that had been considered by the Sewer Committee: Alternative 1: Area Gravity Collection System, Alternative 2: Large Area Low Pressure Collection System, Alternative 3: Medium Area Low Pressure Collection System, Alternative 4: Small Commercial Optimization Low Pressure Collection System, Alternative 5: Medium Area Vacuum Collection System. The feedback from the Sewer Committee and citizens favored the gravity system.

Ms. Preble stated that the gravity system is recommended for the City of Archer and stated that, in discussions with the agencies, it is believed that we will have the support needed.

An exhibit map was shown on the screen, showing the extent of the system being proposed. Ms. Preble stated that this exhibit is different from the last exhibit presented because Doe Run is included and the Holly Hills neighborhood is not included. Ms. Preble explained that because of serious conversations with various funding sources, this project is not going to work unless we can obtain grant money for the city. One of the best sources for grant money is the CDGB funding program and the Holly Hills neighborhood is most likely to qualify for those funds. Ms. Preble stated that a meeting has been scheduled with the grant writer to begin writing the CDGB grant for the Holly Hills neighborhood.

Ms. Preble presented various other soft costs associated with the collection and treatment system, such as engineering and design, project bidding, permitting, and surveying and noted that all estimates are based on the USDA Fee Curves. Once the project moves forward, hard costs and detail will be provided for each task.

The total project cost is: \$7,402,027.00. The total operating and maintenance costs for the year are estimated at \$140,000.00. This includes \$80,000.00 for salaries and benefits, \$20,000.00 for utilities and communication, \$15,000.00 for testing and maintenance, and \$25,000.00 for sludge hauling. The estimated amount for the City to set aside for the replacement and repair of short-lived assets is \$28,500.00 per year.

Ms. Preble presented the loan payback analysis and stated that the total annual expense of \$240,092.10 is what the City of Archer needs each year to pay for this project. In meetings with the lobbyist, the plan is to ask the legislature to appropriate more money next year. If the legislature appropriates another \$650,000.00 the total annual expense becomes \$232,820.10 that the City of Archer needs each year to pay for the project.

Ms. Preble presented the proposed rate structure showing how the various estimated revenues will cover the costs incurred by the project. Table 7.3d outlined the average rate proposed per household at \$40.00, Commercial 1: \$112.60 and Commercial II: \$883.00. Ms. Preble stated that these are proposed rates based on conceptual information and estimates. If the City decides to move forward with the project, the estimates will move into hard costs, also the numbers of customers may change and the City may decide to set different rates. But the rates presented tonight will satisfy the financial obligations of the project.

Ms. Preble stated that several cities have one utility fee for residents in the city and another fee for people living outside the city limits. The City of Mayo charges 25% extra for service outside of their city limits.

Ms. Preble stated that she is hoping that the Sewer Committee will make a recommendation to the Commission to adopt the PER and after Commission's approval, the document will be re-submitted to the agencies. The State agency makes its funding decision on September 26, 2016, but the federal agency does not have a definite date. Ms. Preble made one final point, stating that once we have approval, this does not mean that construction will begin. There is still a lot of process to go through before we reach that point.

III. CITIZEN COMMENT:

Roberta Lopez, Sara Brannon, Robert Brown, Sue Batey, Joan White

MOTION:

Committee Member Lauderdale moved to approve the PER, as presented by Debra Preble, Dewberry | Preble-Rish, Inc.

Committee Member Brannon seconded the motion.

PUBLIC COMMENT: Kipolin Poyry, Roberta Lopez, Anne Green, Joan White, Robert Brown, Gabe Green.

MOTION CARRIED 5-1. (Committee Member Costello opposed)

Chair Drawdy stated for the record that two members are not present tonight, Dan Beck and Amelia Davis.

IV. MOTION TO ADJOURN

MOTION:

Committee Member Lopez moved to adjourn the meeting.

Committee Member Brannon seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED 6-0 Time: 8:21 pm.

Vice Mayor, Susan Drawdy, Chair

City Manager, Zeria K. Folston

City of Archer Wastewater Systems Update

- The Archer Wastewater System Preliminary Engineering Report (PER) was resubmitted, as approved by the City Commission, to the FDEP and USDA April 13, 2017.
- Funding Strategy Meeting with USDA and FDEP May 4, 2017. Both agencies are supportive of the project and agree that it is fundable. Other potential funding sources were identified to assist with construction costs, septic tank abandonment, and connections to new wastewater system:
 - Community Development Block Grant
 - Suwannee River Water Management District Grants
 - FDEP 319 Grant
 - Economic Development Grant
- There is a pending acre-for-acre land swap with the Grigsby family. The will result in the wastewater treatment plant being placed on the Grigsby land east of the City of Archer, south of Archer road. The City is currently in negotiations with the family and will complete the deal within the next 2 months. Preliminary investigations show that the Grigsby land would be adequate for the proposed wastewater treatment plant and effluent disposal.
- The City will consider conducting a survey or having a referendum on the November 2017 election. In either case, survey or referendum language will be reviewed and approved by state and federal funding partners (USDA and SRF).
- The information used to evaluate the Williston option will be confirmed and negotiated with Williston to ensure that the Williston option is fully considered as part of the revised PER.
- After receiving comments from the USDA and FDEP as well as the completion of the land swap, the PER will be revised accordingly, along with the environmental review.

- The project timeline beginning in May 2017 is:

