



# CITY OF HENDERSONVILLE WATER SEWER ADVISORY COUNCIL

Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792  
Monday, October 23, 2023 – 6:00 PM

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## MINUTES

Present: City of Hendersonville Council Member & Chair Jennifer Hensley, City of Hendersonville Council Member Debbie Roundtree, Henderson County Water/Sewer Customer Representative Andrew Riddle, Village of Flat Rock Council Member David Dethero, Town of Fletcher Council Member Sheila Franklin, Town of Laurel Park Council Member Paul Hansen, City of Saluda Council Member Stan Walker, Town of Mills River Mayor Pro-Tem Randy Austin

Absent: Partnership for Economic Development Representative Carsten Erkel  
City of Hendersonville Water/Sewer Customer Representative Chuck McGrady  
County Commissioner & Vice Chairman Daniel Andreotta

Staff Present: City Manager John Connet, Assistant City Manager Brian Pahle, Budget Manager Adam Murr, Public Service Director Brent Detwiler, and Utilities Director Adam Steurer and others.

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### 1. CALL TO ORDER

Chairman Jennifer Hensley called the meeting to order at 6:00 p.m. and welcomed those in attendance.

### 2. APPROVAL OF AGENDA

*City Manager John Connet ask to add “Approval of Annual Meeting Schedule” to the agenda. Paul Hansen moved, seconded by David Dethero, to approve the agenda as amended. A unanimous vote of the Council Members present followed. Motion carried.*

### 3. APPROVAL OF MINUTES

A. Approval of the July 24, 2023 Minutes.

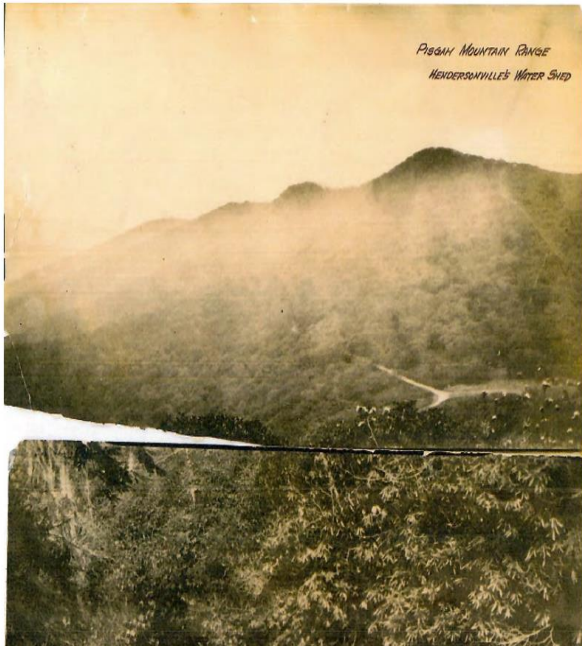
*Andrew Riddle moved, seconded by David Dethero, to approve the minutes of July 24, 2023 as presented. A unanimous vote of the Council Members present followed. Motion carried.*

### 4. NEW BUSINESS

**A. Water Shortage Response & Water Supply and Water & Sewer System Development Fees -**  
*Adam Steurer, Utilities Director and David Hyder, Stantec*

#### **Water Shortage Response & Water Supply**

Utilities Director Adam Steurer gave a brief presentation with regards to the water shortage response and water supply.



# CITY OF HENDERSONVILLE

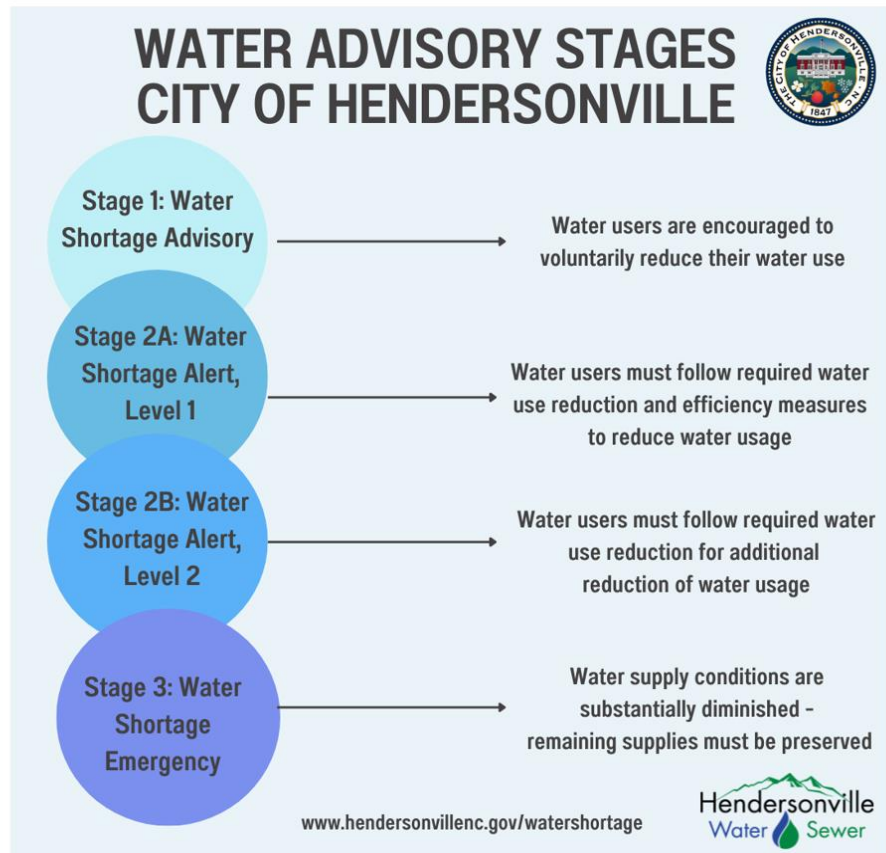
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## Water Shortage Response & Water Supply

### Water Supply



# Water Shortage Response Plan



## French Broad River Intake and Pumping Station

- Drought-resilient water source
- 15 mgd capacity and expandable to 21 mgd
- Under Construction – Completion Summer 2024
- \$23.5M

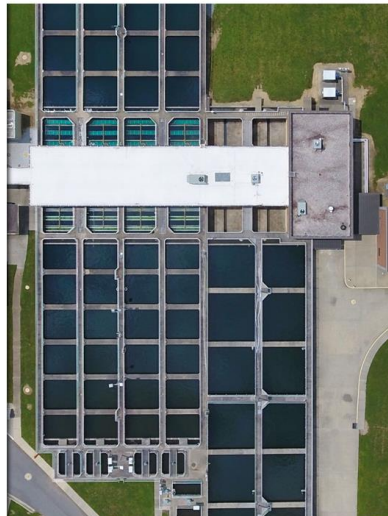


# French Broad River Intake and Pumping Station



# Water Treatment Facility Expansion – 15 mgd

- Installation of additional filter
- Additional 3 mgd capacity  
12 mgd to 15 mgd
- Status: Design/Permitting
- Construction 2024
- Estimated Cost: \$2.1M



## Water & Sewer System Development Fees

Adam Steurer introduced David Hyder from Stantec to give a presentation of water and sewer system development fees.



# City of Hendersonville Water and Sewer System Development Fees

*October 23, 2023*



## Agenda

- 1) Background
- 2) Approach
- 3) Calculations
- 4) Resulting System Development Fees
- 5) Water and Sewer Rate Impacts



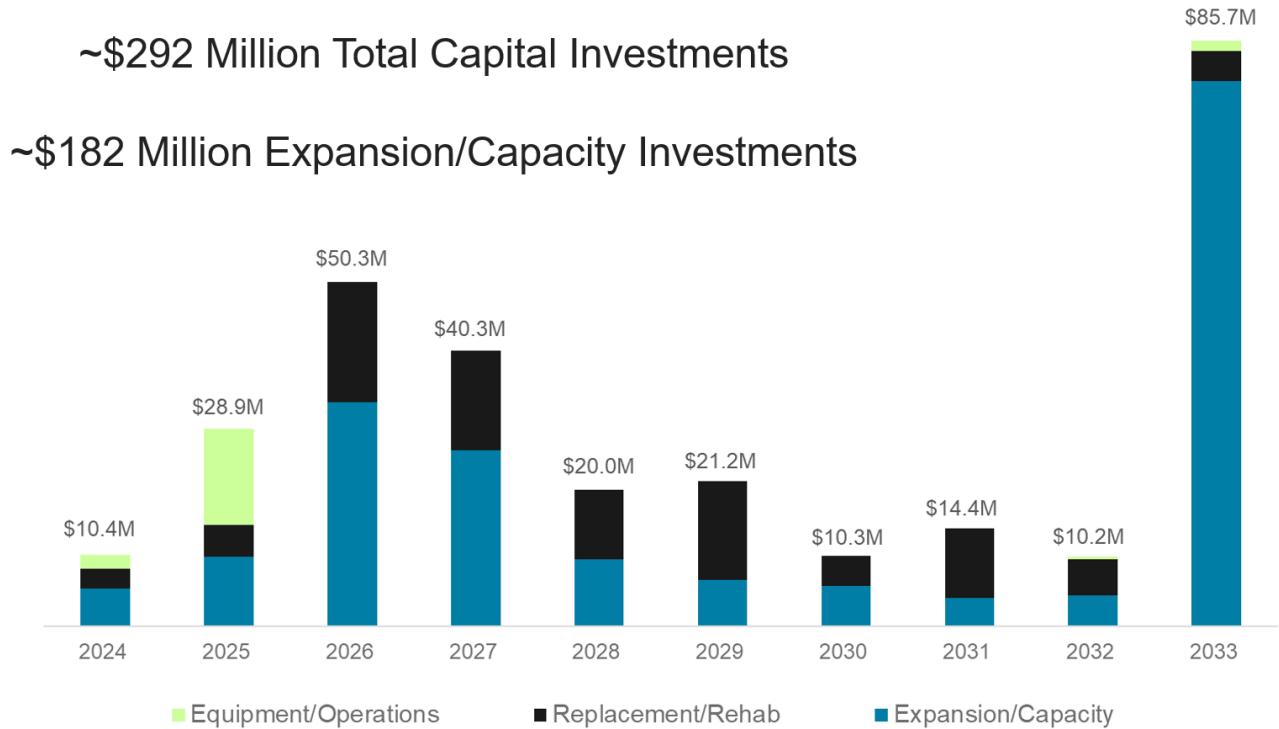
## System Development Fees

- Fees charged for new connections joining the water and wastewater system and connections requiring additional system capacity
- Intended to recover the cost of constructing water and wastewater capacity, “growth pays for growth”
- Fees are applied based on units of service (representing potential demand on utility system / large user vs. small user)
- Hendersonville charged SDFs until 2016

## System Development Fee Considerations

- SDFs allow community to recover at least a portion of cost of constructing system infrastructure
- Lack of SDFs places full cost of infrastructure on user rates
- SDFs have potential impact on development but are very common in North Carolina
  - 81 NC utilities charge SDFs (2018/2019)
- Requirements and limitations on the use of SDFs given legislation
  - Analysis prepared by financial professional
  - Public comment period and public hearing
  - Separate tracking of revenues from SDFs
  - Limitations on use of proceeds depending on approach

# Capital Improvement Plan FY2023



## Approach / Methodologies

| Methodology                    | Description  | Appropriate For   |
|--------------------------------|--|---|
| <b>Buy-In Method</b>           | Fees are based on cost of constructing existing utility system             | System with ample existing capacity to sell   |
| <b>Incremental Cost Method</b> | Fees are based on planned growth-related capital improvements              | System with limited or no existing capacity to sell                                     |
| <b>Combined Method</b>         | Fees are based on cost of existing system and planned capital improvements | System with existing capacity to sell and with planning growth-related capital projects |

Recommend the use of the **combined method** for water and sewer SDFs for City

# Combined Method SDF Calculation

$$\text{System Development Fee} = \frac{\text{Value of System} - \text{Credit}}{\text{System Capacity}}$$

## 1) Value of Utility System

- Depreciated value of current assets in place, escalated to current replacement cost
- Plus: The value of future planned capital projects that will **add** capacity to the system (*10-Year Capital Plan*)

## 2) Credits

- Outstanding principal on existing utility debt
- NPV of principal on future debt over planning period (must equal at least 25% of expansion capital projects, if not additional credit required)
- Donated/contributed and non-core system assets

## 3) System Capacity

- Total capacity in the utility system measured in units of service (Equivalent Residential Units or ERUs) with the existing system and expansion of the system

# Units of Service

## Water System (based on system demands)

| Type   | Average Consumption (gpd) |
|--|---------------------------|
| Single Family<br>(1 equivalent residential unit - ERU) | 136                       |
| Multi-Family   | 85                        |
| Mobile / Manufactured Home                             | 133                       |

| Water System ERU Calculation        |            |
|-------------------------------------|------------|
| Daily Usage per ERU (gpd)           | 136        |
| Max Day Peaking Factor              | 1.5        |
| <b>Peak Day Usage per ERU (gpd)</b> | <b>204</b> |
| Multi-Family Units (ERUs per Unit)  | 0.63       |

## Sewer System (NC Planning Requirements)

| Sewer System ERU Calculation               |            |
|--|------------|
| State Standard Flow Rate (gpd) per Bedroom | 120        |
| Planning # of Bedrooms                     | 2          |
| <b>Sewer Use per ERU (gpd)</b>             | <b>240</b> |
| Multi-Family Units (ERUs per Unit)         | 0.63       |



## Water SDF Calculation

|   | Source / Treatment  | Transmission / Distribution | Total                |
|---|---------------------|-----------------------------|----------------------|
| Replacement Value of Existing Depreciated Assets          | \$35,827,300        | \$60,665,774                | \$96,493,074         |
| Expansion Capital Projects                                | \$63,485,535        | \$45,005,000                | \$108,490,535        |
| <b>Total Value</b>  | <b>\$99,312,835</b> | <b>\$105,670,774</b>        | <b>\$204,983,609</b> |
| <i>Less Credits</i>                                       |                     |                             |                      |
| Outstanding Debt Principal                                | (\$6,704,970)       | (\$11,353,414)              | (\$18,058,384)       |
| Donated and Non-Core Assets                               | (1,219,302)         | (8,960,275)                 | (10,179,577)         |
| Revenue Credit (NPV of future debt principal over period) | (29,570,505)        | (20,962,580)                | (50,533,085)         |
| <b>Net System Value</b>                                   | <b>\$61,818,058</b> | <b>\$64,394,506</b>         | <b>\$126,212,563</b> |
| System Capacity - Million Gallons per Day*                | 18                  | 18                          |                      |
| Level of Service per ERU (gallons per day)                | 204                 | 204                         |                      |
| <b>Equivalent Residential Units (ERU)</b>                 | <b>88,235</b>       | <b>88,235</b>               |                      |
| <b>Water System Development Fee Per ERU</b>               | <b>\$701</b>        | <b>\$730</b>                | <b>\$1,431</b>       |

\*Includes 6 MGD WTP plant expansion

**Water Calculated SDF - \$7.01 per gallon per day**

## Sewer SDF Calculation

|   | Treatment           | Conveyance / Collection | Total                |
|---|---------------------|-------------------------|----------------------|
| Replacement Value of Existing Depreciated Assets          | \$28,145,176        | \$35,802,595            | \$63,947,771         |
| Expansion Capital Projects                                | \$57,750,769        | \$16,212,000            | \$73,962,769         |
| <b>Total Value</b>  | <b>\$85,895,945</b> | <b>\$52,014,595</b>     | <b>\$137,910,540</b> |
| <i>Less Credits</i>                                       |                     |                         |                      |
| Outstanding Debt Principal                                | (6,446,996)         | (8,201,021)             | (14,648,017)         |
| Donated and Non-Core Assets                               | (63,282)            | (2,629,945)             | (2,693,227)          |
| Revenue Credit (NPV of future debt principal over period) | (26,899,347)        | (7,551,280)             | (34,450,627)         |
| <b>Net System Value</b>                                   | <b>\$52,486,320</b> | <b>\$33,632,349</b>     | <b>\$86,118,669</b>  |
| System Capacity - Million Gallons per Day*                | 7.8                 | 7.8                     |                      |
| Level of Service per ERU (gallons per day)                | 240                 | 240                     |                      |
| <b>Equivalent Residential Units (ERU)</b>                 | <b>32,500</b>       | <b>32,500</b>           |                      |
| <b>Wastewater System Development Fee Per ERU</b>          | <b>\$1,615</b>      | <b>\$1,035</b>          | <b>\$2,650</b>       |

\*Includes 3 MGD WWTP plant expansion

**Sewer Calculated SDF - \$11.04 per gallon per day**

# Assessment of System Development Fees

- SDFs must be applied based on units of service (represents potential demand)
- SDFs can be scaled by:
  - American Water Works Association (AWWA) meter equivalents
  - Heated square footage
  - Customer type
  - Combination of methods

| Meter size              | Equivalent Residential Units (ERU) |
|-------------------------|------------------------------------|
| 3/4"                    | 1.00                               |
| 1"                      | 1.67                               |
| 1 1/2"                  | 3.33                               |
| 2"                      | 5.33                               |
| 3"                      | 11.67                              |
| 4"                      | 21.00                              |
| 6"                      | 43.33                              |
| 8"                      | 93.33                              |
| Multi-Family (per unit) | 0.63                               |

## Survey - SDF Assessment Basis

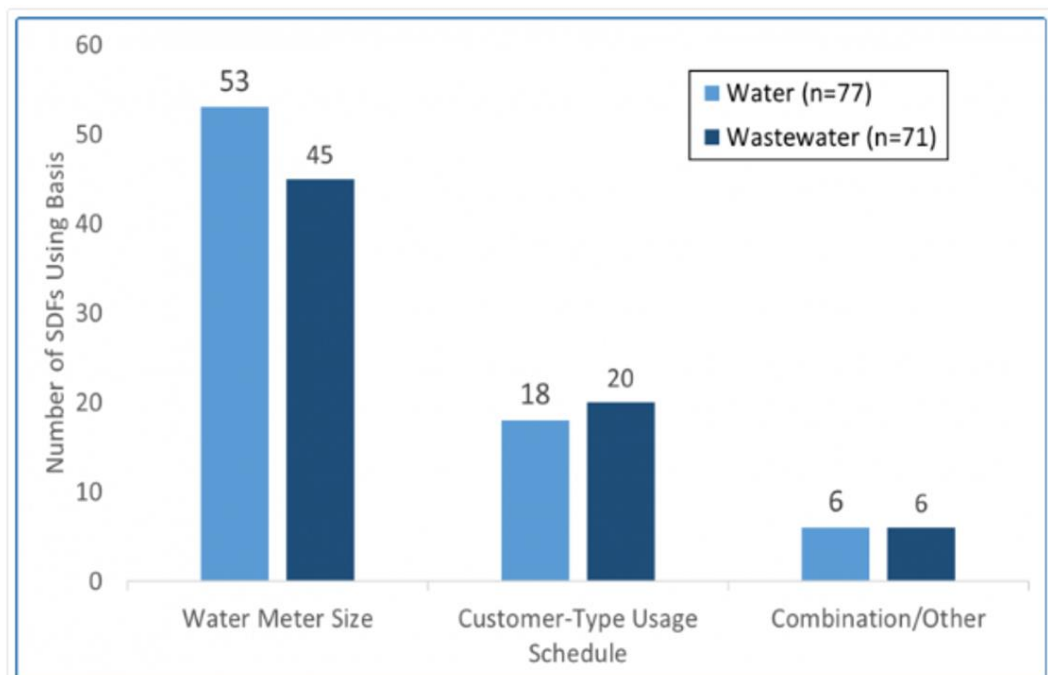


Figure 2: Number of System Development Fees by Fee Basis

Source: UNC School of Government Environmental Finance Center.  
*System Development Fees in North Carolina After the New Law*. September 24, 2019

# Scaling Water Service

Water System (based on historical demands)

| Property Type                      | Average Usage (gpd) | Peaking Factor | Max Day Units of Service (gpd) |
|------------------------------------|---------------------|----------------|--------------------------------|
| Single Family (Heated sq. ft.)     |                     |                |                                |
| <1,000                             | 118                 | 1.50           | 178                            |
| 1,000 - 1,500                      | 127                 | 1.50           | 190                            |
| 1,501 - 2,000                      | 129                 | 1.50           | 194                            |
| 2,001 - 2,500                      | 137                 | 1.50           | 206                            |
| 2,501 - 3,000                      | 143                 | 1.50           | 214                            |
| 3,001 - 3,500                      | 153                 | 1.50           | 230                            |
| 3,501 - 4,000                      | 164                 | 1.50           | 246                            |
| Over 4,000                         | 189                 | 1.50           | 284                            |
| Multi-Family per unit              | 85                  | 1.50           | 128                            |
| Mobile/Manufactured Home           | 133                 | 1.50           | 200                            |
| Non-Residential (3/4" water meter) | 237                 | 1.50           | 356                            |

# Scaling Sewer Service

Sewer System (based on NC planning requirement and historical demands)

| Property Type                      | Water Use Ratios | Units of Service (gpd) |
|------------------------------------|------------------|------------------------|
| Single Family (Heated sq. ft.)     |                  |                        |
| <1,000                             | 87%              | 209                    |
| 1,000 - 1,500                      | 93%              | 223                    |
| 1,501 - 2,000                      | 95%              | 228                    |
| 2,001 - 2,500                      | 101%             | 242                    |
| 2,501 - 3,000                      | 105%             | 252                    |
| 3,001 - 3,500                      | 113%             | 271                    |
| 3,501 - 4,000                      | 121%             | 289                    |
| Over 4,000                         | 139%             | 334                    |
| Multi-Family per unit              | 63%              | 150                    |
| Mobile/Manufactured Home           | 98%              | 235                    |
| Non-Residential (3/4" water meter) | 174%             | 418                    |

Water Use Ratio : Property Type Usage / ERU usage of 136 gpd

## Residential Calculated SDFs

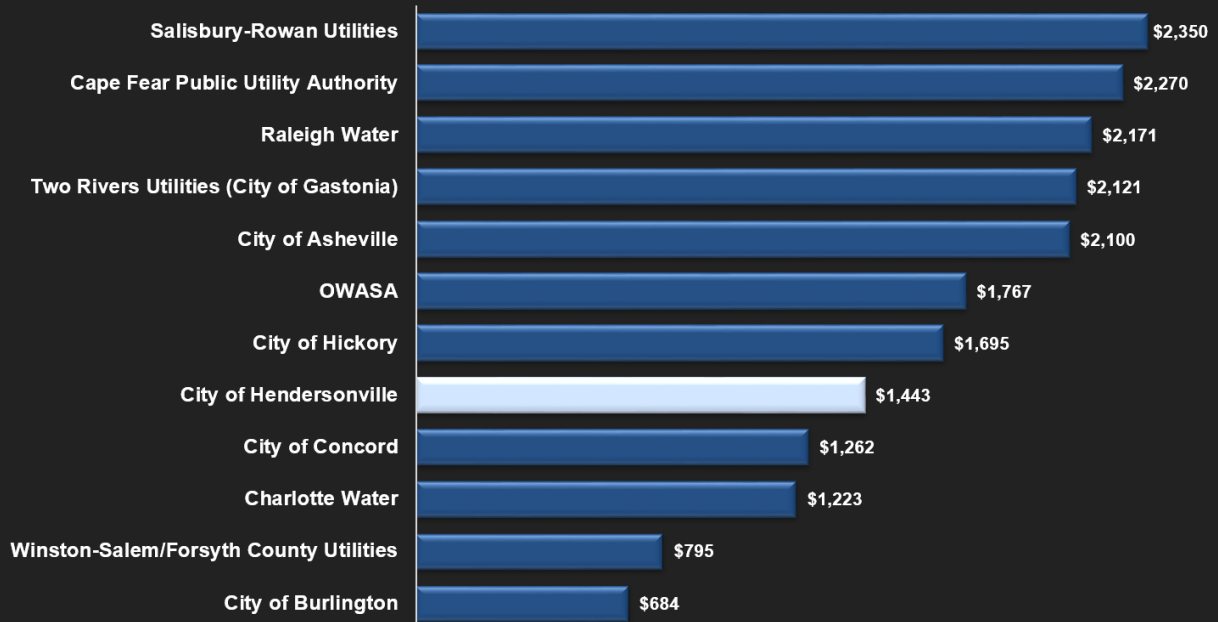
| Dwelling Heated Sq Ft   | Calculated Water SDF | Calculated Wastewater SDF | Combined SDF |
|-------------------------|----------------------|---------------------------|--------------|
| <1000                   | \$1,247              | \$2,309                   | \$3,555      |
| 1,000 - 1,500           | \$1,332              | \$2,466                   | \$3,797      |
| 1,501 - 2,000           | \$1,359              | \$2,517                   | \$3,876      |
| 2,001 - 2,500           | \$1,443              | \$2,672                   | \$4,115      |
| 2,501 - 3,000           | \$1,500              | \$2,778                   | \$4,278      |
| 3,001 - 3,500           | \$1,613              | \$2,987                   | \$4,600      |
| 3,501 - 4,000           | \$1,724              | \$3,193                   | \$4,981      |
| 4,000+                  | \$1,992              | \$3,689                   | \$ 5,681     |
| Multi-Family (per unit) | \$894                | \$1,656                   | \$2,551      |

## Non-Residential Calculated SDFs

| Meter Size | Calculated Water SDF | Calculated Wastewater SDF | Combined SDF | Current No. of Non-Res. Customers |
|------------|----------------------|---------------------------|--------------|-----------------------------------|
| 3/4"       | \$2,494              | \$4,618                   | \$7,112      | 1784                              |
| 1"         | \$4,156              | \$7,697                   | \$11,853     | 378                               |
| 1 1/2"     | \$8,312              | \$15,393                  | \$23,706     | 271                               |
| 2"         | \$13,300             | \$24,629                  | \$37,929     | 113                               |
| 3"         | \$29,093             | \$53,877                  | \$82,970     | 22                                |
| 4"         | \$52,368             | \$96,978                  | \$149,347    | 12                                |
| 6"         | \$108,062            | \$200,114                 | \$308,176    | 11                                |
| 8"         | \$232,748            | \$431,015                 | \$663,763    | 0                                 |
| 10"        | \$349,122            | \$646,522                 | \$995,644    | 0                                 |

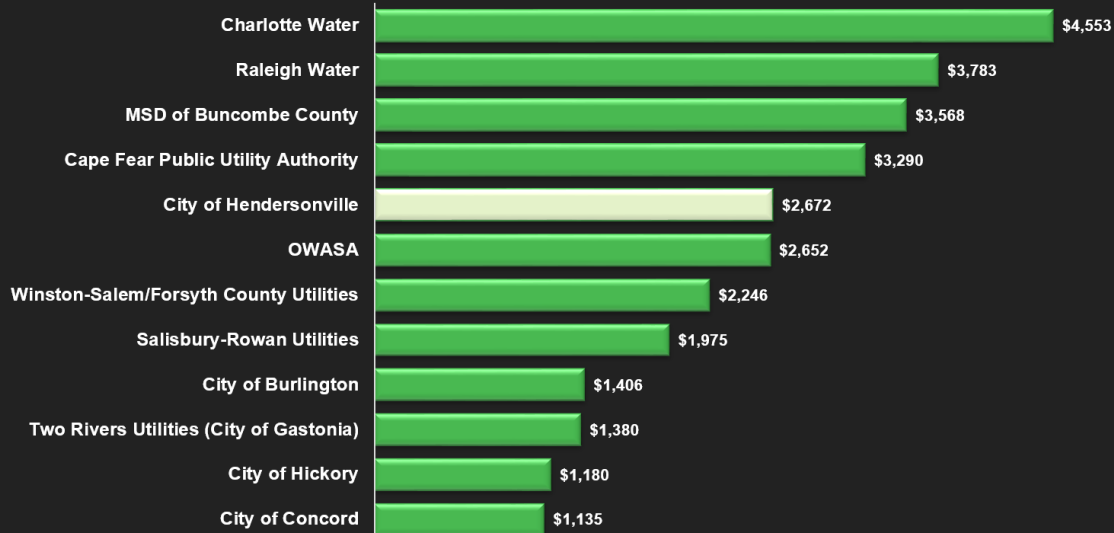
# Water SDF Comparison - Residential

Water System Development Fees (Residential 2,100 Sq. Ft.)



# Sewer SDF Comparison - Residential

Sewer System Development Fees (Residential 2,100 Sq. Ft.)



MSD of Buncombe County: - Multi-Family per unit \$2,390 (67% of single family)

# Full Cost : SDF and Tap Fee

| Installation                      | Single Family Size | Calculated Water SDF | Calculated Sewer SDF | Water Tap/Meter | Sewer Tap | Total Cost |
|-----------------------------------|--------------------|----------------------|----------------------|-----------------|-----------|------------|
| City-Installed (3/4" meter)       | 2,001 - 2,500      | \$1,443              | \$2,672              | \$1,625         | \$1,600   | \$7,340    |
| Developer- Installed (3/4" meter) | 2,001 - 2,500      | \$1,443              | \$2,672              | \$350           | \$0       | \$4,465    |

## Rate Forecasts

|                             | FY 25  | FY 26  | FY 27  | FY 28  | FY 29  | FY 30  | FY 31 | FY 32 | FY33  |
|-----------------------------|--------|--------|--------|--------|--------|--------|-------|-------|-------|
| <b>No SDF</b>               |        |        |        |        |        |        |       |       |       |
| Water Rate increase         | 11.00% | 11.00% | 11.00% | 11.00% | 11.00% | 3.00%  | 3.00% | 3.00% | 3.00% |
| Sewer Rate Increase         | 12.00% | 12.00% | 12.00% | 12.00% | 12.00% | 3.00%  | 3.00% | 3.00% | 3.00% |
| <b>High Case (with SDF)</b> |        |        |        |        |        |        |       |       |       |
| Water Rate increase         | 9.00%  | 9.00%  | 9.00%  | 9.00%  | 9.00%  | 3.00%  | 3.00% | 3.00% | 3.00% |
| Sewer Rate Increase         | 10.00% | 10.00% | 10.00% | 10.00% | 10.00% | 3.00%  | 3.00% | 3.00% | 3.00% |
| <b>Mid Case (with SDF)</b>  |        |        |        |        |        |        |       |       |       |
| Water Rate increase         | 9.50%  | 9.50%  | 9.50%  | 9.50%  | 9.50%  | 9.50%  | 3.00% | 3.00% | 3.00% |
| Sewer Rate Increase         | 10.50% | 10.50% | 10.50% | 10.50% | 10.50% | 10.50% | 3.00% | 3.00% | 3.00% |
| <b>Low Case (with SDF)</b>  |        |        |        |        |        |        |       |       |       |
| Water Rate increase         | 10.25% | 10.25% | 10.25% | 10.25% | 10.25% | 10.25% | 3.00% | 3.00% | 3.00% |
| Sewer Rate Increase         | 11.25% | 11.25% | 11.25% | 11.25% | 11.25% | 11.25% | 3.00% | 3.00% | 3.00% |

1. "High" Assumption - Based on current level of development at 80% completion rate
2. "Mid" Assumption - Based on current level of development at 60% of completion rate
3. "Low" Assumption - Current level of development at 20% completion rate over next 2 years

## Customer Impacts - Residential (5,000 gallons per month)

|                             | FY 25       | FY 26       | FY 27       | FY 28       | FY 29       | FY 30        | FY 31        | FY 32             | FY33         |
|-----------------------------|-------------|-------------|-------------|-------------|-------------|--------------|--------------|-------------------|--------------|
| <b>No SDF</b>               |             |             |             |             |             |              |              |                   |              |
| Monthly Bill                | \$61.83     | \$68.98     | \$76.95     | \$85.87     | \$95.81     | \$106.89     | \$110.10     | \$113.40          | \$115.65     |
| <b>High Case (with SDF)</b> |             |             |             |             |             |              |              |                   |              |
| Monthly Bill                | \$60.72     | \$66.54     | \$72.91     | \$79.88     | \$87.52     | \$95.90      | \$98.79      | \$101.77          | \$103.78     |
| <b>Annual Difference</b>    | <b>\$13</b> | <b>\$29</b> | <b>\$48</b> | <b>\$72</b> | <b>\$99</b> | <b>\$132</b> | <b>\$136</b> | <b>\$140</b>      | <b>\$142</b> |
|                             |             |             |             |             |             |              |              | <b>Cumulative</b> | <b>\$812</b> |
| <b>Mid Case (with SDF)</b>  |             |             |             |             |             |              |              |                   |              |
| Monthly Bill                | \$60.97     | \$67.11     | \$73.88     | \$81.31     | \$89.50     | \$98.52      | \$101.50     | \$104.53          | \$106.57     |
| <b>Annual Difference</b>    | <b>\$10</b> | <b>\$22</b> | <b>\$37</b> | <b>\$55</b> | <b>\$76</b> | <b>\$100</b> | <b>\$103</b> | <b>\$106</b>      | <b>\$109</b> |
|                             |             |             |             |             |             |              |              | <b>Cumulative</b> | <b>\$619</b> |
| <b>Low Case (with SDF)</b>  |             |             |             |             |             |              |              |                   |              |
| Monthly Bill                | \$61.41     | \$68.05     | \$75.42     | \$83.58     | \$92.61     | \$102.63     | \$105.71     | \$108.91          | \$111.04     |
| <b>Annual Difference</b>    | <b>\$5</b>  | <b>\$11</b> | <b>\$18</b> | <b>\$27</b> | <b>\$38</b> | <b>\$51</b>  | <b>\$53</b>  | <b>\$54</b>       | <b>\$55</b>  |
|                             |             |             |             |             |             |              |              | <b>Cumulative</b> | <b>\$313</b> |

1. "High" Assumption - Based on current level of development at 80% completion rate
2. "Mid" Assumption - Based on current level of development at 60% of completion rate
3. "Low" Assumption - Current level of development at 20% completion rate over next 2 years

## Customer Impacts - Non-Res (80,000 gallons per month)

|                             | FY 25        | FY 26        | FY 27        | FY 28          | FY 29          | FY 30          | FY 31          | FY 32             | FY33            |
|-----------------------------|--------------|--------------|--------------|----------------|----------------|----------------|----------------|-------------------|-----------------|
| <b>No SDF</b>               |              |              |              |                |                |                |                |                   |                 |
| Monthly Bill                | \$1,105      | \$1,233      | \$1,376      | \$1,535        | \$1,714        | \$1,913        | \$1,970        | \$2,029           | \$2,089         |
| <b>High Case (with SDF)</b> |              |              |              |                |                |                |                |                   |                 |
| Monthly Bill                | \$1,086      | \$1,189      | \$1,304      | \$1,429        | \$1,567        | \$1,717        | \$1,769        | \$1,822           | \$1,875         |
| <b>Annual Difference</b>    | <b>\$236</b> | <b>\$520</b> | <b>\$864</b> | <b>\$1,276</b> | <b>\$1,767</b> | <b>\$2,346</b> | <b>\$2,415</b> | <b>\$2,484</b>    | <b>\$2,560</b>  |
|                             |              |              |              |                |                |                |                | <b>Cumulative</b> | <b>\$14,467</b> |
| <b>Mid Case (with SDF)</b>  |              |              |              |                |                |                |                |                   |                 |
| Monthly Bill                | \$1,090      | \$1,200      | \$1,321      | \$1,454        | \$1,602        | \$1,764        | \$1,817        | \$1,872           | \$1,927         |
| <b>Annual Difference</b>    | <b>\$177</b> | <b>\$393</b> | <b>\$658</b> | <b>\$972</b>   | <b>\$1,345</b> | <b>\$1,787</b> | <b>\$1,836</b> | <b>\$1,885</b>    | <b>\$1,943</b>  |
|                             |              |              |              |                |                |                |                | <b>Cumulative</b> | <b>\$10,995</b> |
| <b>Low Case (with SDF)</b>  |              |              |              |                |                |                |                |                   |                 |
| Monthly Bill                | \$1,098      | \$1,217      | \$1,350      | \$1,496        | \$1,658        | \$1,838        | \$1,893        | \$1,950           | \$2,008         |
| <b>Annual Difference</b>    | <b>\$88</b>  | <b>\$187</b> | <b>\$314</b> | <b>\$471</b>   | <b>\$668</b>   | <b>\$893</b>   | <b>\$923</b>   | <b>\$943</b>      | <b>\$971</b>    |
|                             |              |              |              |                |                |                |                | <b>Cumulative</b> | <b>\$5,459</b>  |

1. "High" Assumption - Based on current level of development at 80% completion rate
2. "Mid" Assumption - Based on current level of development at 60% of completion rate
3. "Low" Assumption - Current level of development at 20% completion rate over next 2 years

## Use of SDFs

- SDF revenues can only be used for capital related expenditures including:
  - Cash funded capital projects (growth-related and rehabilitation)
  - Annual debt service
- SDF revenues can be pledged as revenues to support debt service coverage requirements
- SDF revenues must be account for in a separate fund (capital reserve fund) and use of funds should be tracked
- Common practice to cash fund growth related projects with SDFs resulting in reduced costs (avoided interest expense)

## SDF - Key Takeaways

- Fees assessed to new connections or connections requiring additional capacity.
- Fees recovers costs necessary for system expansion and additional capacity
  - “Growth pays for Growth”
- Lack of SDFs places full cost of infrastructure on user rates
- Reduction in future rate increases possible along with reduced borrowing requirements
- Fees assessed equitably based on demands placed on the systems




# Process and Engagement

- October 2022 - System Development Fee 101 presentation
- April 2023 - Initial SDF results presentations
- Summer 2023 - Introduction presentations
- September 4, 2023 - SDF Report posted online for public comment (no comments received)
- October 2023 - Final presentations

| Group                                       | Action                                     | Date     | Time    |
|---|--|----------|---------|
| Business Advisory Committee (BAC)           | Intro. presentation                        | 07/10/23 | 11:30am |
| Water & Sewer Advisory Council (WSAC)       | Intro. presentation                        | 07/24/23 | 6:00pm  |
| City Council                                | Intro. presentation                        | 08/23/23 | 4:00pm  |
| City Staff                                  | Analysis published on website              | 09/04/23 | 5:00pm  |
| Business Advisory Committee (BAC)           | Final presentation & board recommendations | 10/09/23 | 11:30am |
| Water & Sewer Advisory Council (WSAC)       | Final presentation & board recommendations | 10/23/23 | 6:00pm  |
| City Council                                | Second presentation & board recommendation | 10/25/23 | 4:00pm  |
| Chamber of Commerce-Public Policy Committee | Final presentation                         | 10/26/23 | 8:30am  |
| City Council                                | Final presentation/adoption                | 01/04/24 | 5:45pm  |

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**David Hyder**  
Senior Principal  
(202) 585-6391  
David.Hyder@Stantec.com

Additional Questions/Discussion

*After some discussion, Paul Hansen moved, seconded by Stan Walker to recommend adoption of the sewer development fees (SDF’s) to Council. A unanimous vote of the Council Members present followed. Motion carried.*

**B. Approval of 2024 Annual Meeting Schedule – Jill Murray, City Clerk**

City Manager John Connet explained that the committee has to approve their 2024 meeting schedule. It was also suggested that the time of the meeting change from 6:00 p.m. to 4:00 p.m.

*Sheila Franklin moved, seconded by Stan Walker to change the time of the meetings from 6:00 p.m. to 4:00 p.m. A unanimous vote of the Council Members present followed. Motion carried.*

*Franklin moved, seconded by Stan Walker to approve the 2024 Annual Meeting Schedule as amended. A unanimous vote of the Council Members present followed. Motion carried.*

**5. OTHER BUSINESS - None**

**6. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:58 p.m.

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Jennifer Hensley, City Council Member & Chairman

ATTEST:

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Jill Murray, City Clerk