

**UTILITY ADVISORY COMMITTEE
MEETING MINUTES
December 29, 2020**

The City Utility Advisory Committee for the City of Lake City met on December 29, 2020, at 6:00 P.M. in the Council Chambers on the second floor of City Hall located on 205 North Marion Avenue, Lake City, Florida. The meeting was also available via communications media technology.

MEMBERS

Chris Greene – City Council Member-Chairman
Todd Sampson – City Council Member
Stephen Witt – Mayor Council Member

Steve Brown – Gas Department Director
Paul Dyal – Executive Director of Utilities
Joseph Helfenberger – City Manager – absent
Thomas Henry – Public Works Director
Mike Osborn – Water Treatment Plant Director
Cody Pridgeon – Wastewater Treatment Plant Director
Brian Scott – Distribution and Collection Director
Daniel Sweat – Assistant City Manager
Dave Young – Growth Management Director

Support Staff

Fred Koberlein – City Attorney
Audrey Sikes – City Clerk - Committee Secretary

Call to Order

Mr. Greene called the meeting to order at 6:00 PM.

Roll Call

Mr. Greene asked Ms. Sikes to call roll. Attendance is indicated above.

1. Minutes – July 9, 2018

Mayor Witt made a motion to approve the July 9, 2018 minutes as presented.

Mr. Sampson seconded the motion and the motion carried on a voice vote.

Approval of Agenda

Mayor Witt made a motion to approve the agenda as presented. Mr. Sampson seconded the motion and the motion carried on a voice vote.

Presentations

2. Jim Zuber and Scott Stewart – Update on SR47 Cornerstone Crossing Project

Mr. Stewart provided an overview and update on the twenty-seven (27) acre development that will be mostly retail. He stated there are no main challenges projected and he will put in a lift station with the goal of tying it into the City system.

Mr. Stewart offered to assist the City with any easements that may be needed on the

corner of Arrowhead. He would like to get sewer and gas lines out to this area as soon as possible.

Mr. Brown suggested for the City to consider increasing the gas line due to the projected growth in that area.

Persons Wishing to Address Committee – None

Old Business – None

New Business

3. Review and make recommendation on City Council Ordinance No. 2020-2174 - An ordinance of the City of Lake City, Florida amending Section 102-36 of the City Code to provide for the waiver of impact fees for the development and construction of affordable housing; providing for repeal of ordinances in conflict; providing for severability; providing for codification; and providing an effective date.

Note: This Ordinance was referred to the Utility Advisory Committee via council action on December 21, 2020.

At this time Chairman Greene called upon Mr. Toy with the Florida Apartment Association for public comment. Mr. Toy provided, via email, suggested language changes for partial waivers for the committee to consider. Note: The verbiage was emailed out to the members in advance of the meeting.

Mr. Young reported there are few jurisdictions that have partial waivers and most of the affordable housing in Lake City is apartment units. He discussed implementing a 30% waiver and a ten year period.

Members discussed the responsibility for tracking the units to ensure they are still eligible for affordable housing for the ten year duration.

Mr. Sampson made a motion to set aside City Council Ordinance No. 2020-2174 for staff to review further. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed.

Mr. Sampson	Aye
Mayor Witt	Aye
Mr. Brown	Aye
Mr. Dyal	Aye
Mr. Henry	Aye
Mr. Osborn	Aye
Mr. Pridgeon	Aye
Mr. Scott	Aye
Mr. Sweat	Aye
Mr. Young	Aye
Mr. Greene	Aye

4. Review and make recommendation on City Council Ordinance No. 2020-2175 An ordinance of the City of Lake City, Florida, to provide for the waiving and

suspension of water and sewer impact fees for a period of twelve (12) months as an inducement for economic development; requiring any applicant seeking to take advantage of the development incentive to apply for and acquire a building permit and commence construction of the development prior to the expiration of the development period; providing for severability; providing for conflicts; and providing an effective date.

Note: This Ordinance was referred to the Utility Advisory Committee via council action on December 21, 2020.

Customer Service Manager Katrina Medearis reported the amount of fees waived to date is \$212,793.59.

Mayor Witt supports the recommendation to waive the fees at this time but understands the importance of impact fees funding. He suggested a review of the fees to determine if the fees are too high.

Mr. Osborn and Mr. Dyal expressed concern with a continued waiver of impact fees and felt these funds were needed to fund infrastructure.

Mr. Greene would like to continue the waiver to encourage development in the community and re-evaluate the waiver again in twelve (12) months.

Mr. Brown discussed the gas appliance rebate program and suggested the use of a different waiver for residential and commercial.

Mr. Sampson made a motion to recommend to City Council for consideration the approval of City Council Ordinance No. 2020-2175 which provides for the waiving and suspension of water and sewer impact fees for a period of twelve (12) months as an inducement for economic development. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed.

Mr. Sampson	Aye
Mayor Witt	Aye
Mr. Brown	Aye
Mr. Dyal	Nay
Mr. Henry	Aye
Mr. Osborn	Aye
Mr. Pridgeon	Nay
Mr. Scott	Nay
Mr. Sweat	Aye
Mr. Young	Aye
Mr. Greene	Aye

5. Discussion and Possible Action – Lake City Utilities for the North Florida Mega Industrial Park (Daniel Sweat)
6. Discussion and Possible Action – Mapping and Master Planning (Daniel Sweat)
Note: Item 5 and 6 were addressed together.
Mr. Sweat reported for the City to make an exact determination of utilities we must develop a Master Plan.

Mr. Sweat provided a comprehensive update of the Wastewater Treatment Plant, leachate, gas supply and water as it relates to the North Florida Mega Industrial Park.

Staff expressed the importance of having, in advance, the end user demand needs so the City can properly plan and configure capacity in all these areas.

Members were updated on the Water Use Permit.

Mr. Sweat reported staff is working with the County to determine what is in the County's growth plan.

Mr. Sweat stated the City Council needs to determine if efforts would be better spent on a shovel ready project. His recommendation is for the City to focus on the Bell Road Project and the I-75/State Road 47 Project.

Mr. Sweat stated the City has the ability to work with the County when the end user requirements are known. He reminded the vision must be clear between the governing bodies.

7. Discussion and Possible Action – Persons with Expertise in Utilities (Daniel Sweat)
Mr. Sweat reported the Distribution and Collections Department is working with GIS to update drawings and identify errors.

Mr. Sweat provided the timeline schedule for St. Margaret's Wastewater Treatment Plant and updated members on the clarifier project.

Members concurred to have the Emergency Response Plan on the next agenda and to hold the next meeting on January 14, 2021 at 6:00 PM. Agenda items are due to the City Clerk by noon on January 6, 2021.

Mr. Zuber provided a heartfelt thanks to the Utility Advisory Committee members for the meeting tonight.

Adjournment

There being no further business, the meeting adjourned at 8:27 PM on a motion by Mr. Sampson and seconded by Mayor Witt.

Audrey E. Sikes, MMC City Clerk