



AMENDED AGENDA
BREVARD CITY COUNCIL – REGULAR MEETING
Monday, May 21, 2018 – 7:00 P.M.
City Council Chambers

A. Welcome and Call to Order

B. Invocation

Executive Pastor Nathan Byrd, Brevard Community Church

C. Pledge of Allegiance

D. Certification of Quorum

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F. Approval of Minutes

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P. Adjourn

Agenda Posted, Website, Sunshine List (May 15, 2018)

J. Murray, City Clerk

To review Agenda materials, go to the City's website www.cityofbrevard.com. Select "Your Government" tab followed by "Council Agenda Packet" tab. Agenda packet materials are posted on Thursday afternoon prior to Council's Monday meeting.

Approval of Minutes

**MINUTES
BREVARD CITY COUNCIL
Regular Meeting
April 16, 2018 – 7:00 PM**

The Brevard City Council met in regular session on Monday, April 16, 2018 at 7:00 p.m. in the Council Chambers of City Hall with Mayor Jimmy Harris presiding.

Present – Mayor Jimmy Harris, Mayor Pro Tem Mac Morrow, Council Members Gary Daniel, Charlie Landreth, Maurice Jones and Maureen Copelof.

Staff Present – City Manager and Finance Director Jim Fatland, City Attorney Michael Pratt, City Clerk Jill Murray, Planning Director Daniel Cobb, Planner Aaron Bland, Senior Code Enforcement Officer Paul Ray, Deputy Finance Director Tom Whitlock, Executive Assistant to City Manager Denise Hodsdon, Interim Fire Chief Mike Galloway, and Police Chief Phil Harris.

Press – Matthew McGregor, Transylvania Times

A. Welcome and Call to Order – Mayor Harris called the meeting to order, welcomed those present and introduced Council members, Manager, Attorney and City Clerk.

B. Invocation – Father Shawn O’Neal, Sacred Heart Catholic Church offered an invocation.

C. Pledge of Allegiance – Mayor Harris led in the Pledge of Allegiance.

D. Certification of Quorum - The City Clerk certified a quorum present.

E. Approval of Agenda – Attorney Mike Pratt asked to add three new items under New Business. Those items would be added as M-6 Execution of a deed requested by Bruce Thompson and others; M-7 Ordinance amending the Brevard City Code relating to the schedule of taxes, fees and charges; General Fund and M-8 Ordinance approving the Yamin rezoning as recommended by the Planning Board. Mr. Landreth moved, seconded by Mr. Morrow, the Agenda be approved as amended. Motion carried unanimously.

F. Approval of Minutes – Mr. Daniel asked that one change be made to the minutes on page nine, the second from the last paragraph, last sentence, by amending it to say “I would like the City Council to support our staff in the enforcement of our ordinances.”

Noting that correction, Mr. Daniel moved, seconded by Mr. Jones, the March 19, 2018 meeting minutes be approved as amended. Motion carried unanimously.

G. Certificates / Awards / Recognition –

G-1. Proclamation 2018-07 Arbor Day Mayor Harris read aloud the Proclamation recognizing Arbor Day and the ceremony scheduled for April 26, 2018 , and for this being the 39th year Brevard has been recognized as a Tree City USA.

Proclamation No. 2018-07
ARBOR DAY
Brevard, North Carolina

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas and beautify our community; and

WHEREAS, this is the 39th year Brevard has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree planting ways.

NOW, THEREFORE, I, Mayor Jimmy Harris and the Brevard City Council, do hereby proclaim **April 26, 2018**, as **Arbor Day in the City of Brevard** and we urge all citizens to support efforts to protect our trees and woodlands, to support our City's urban forestry program, and we urge all citizens to plant trees to promote the well being of our present and future.

Adopted and approved this the 16th day of April, 2018.

G-2. Proclamation 2018-08 National Day of Prayer Mayor Harris read aloud the Proclamation recognizing the National Day of Prayer and the ceremony scheduled for Thursday, May 3, 2018.

**Proclamation No. 2018-08
NATIONAL DAY OF PRAYER 2018**

WHEREAS, civic prayers and national days of prayer have a long and revered history in our constitutional republic, dating back to the First Continental Congress in 1775; and,

WHEREAS, the Declaration of Independence, our first statement as Americans of national purpose and identity, made "the Laws of Nature and Nature's God" the foundation of our United States of America and asserted that people have inalienable rights that are God-given; and,

WHEREAS, the Supreme Court has affirmed the right of state legislature to open their sessions with prayer and the Supreme Court and the U.S. Congress themselves begin each day with prayer; and,

WHEREAS, in 1988, legislation setting aside the first Thursday in May in each year as a National Day of Prayer was passed unanimously by both Houses of Congress and signed by President Ronald Reagan; and

WHEREAS, May 3, 2018, marks the 67th consecutive observance of the National Day of Prayer; and,

WHEREAS, the theme for 2018 is, "**Pray for America - UNITY**", inspired by Ephesians 4:3: *"Making every effort to keep the unity of the Spirit through the bond of peace"* and,

WHEREAS, the National Day of Prayer is an opportunity for Americans of all faiths to join in united prayer to acknowledge our dependence on God, to give thanks for blessings received, to request healing for wounds endured, and to ask God to guide our leaders and bring wholeness to the United States and her citizens; and,

WHEREAS, it is fitting and proper to give thanks to God by observing a day of prayer in Brevard when all may acknowledge our blessings and express gratitude for them, while recognizing the need for strengthening religious and moral values in our town, state and nation.

NOW, THEREFORE, I, Jimmy Harris, Mayor of the City of Brevard, proclaim Thursday, May 3, 2018, as A Day of Prayer in Brevard, North Carolina, and encourage the citizens of Brevard to observe the day in ways appropriate to its importance and significance.

Proclaimed this the 16th day of April, 2018.

G-3. Proclamation 2018-09 National Bike Month Mayor Harris read aloud the Proclamation recognizing the month of May as National Bike Month.

**PROCLAMATION NO. 2018-09
NATIONAL BIKE MONTH 2018**

WHEREAS, the bicycle is an economical, healthy, convenient, viable, and environmentally sound form of transportation and an excellent form of recreation and enjoyment of Brevard and Transylvania County's scenic beauty; and

WHEREAS, millions of North Carolinians will experience the joys of bicycling during the month of May through educational programs, races, commuting events, trail work days, helmet promotion, charity events, or just getting out and going for a recreational ride; and

WHEREAS, Brevard and Transylvania County trails and roads attract bicyclists each year from across the country and the world; and

WHEREAS, Brevard hosts several major cycling races and events, including the Assault on the Carolinas, the WNC Flyer, and the Pisgah Stage Race; and

WHEREAS, these bicycling activities and attractions have great potential to have a positive impact on Brevard's economy and tourism industry, as well as to stimulate economic development by making the city attractive to businesses and citizens who enjoy the out of doors and healthy lifestyles; and

WHEREAS, creating bicycle-friendly communities has been shown to improve citizens' health, well-being, and quality of life, to boost community spirit, to improve traffic safety, and to reduce pollution and congestion; and

WHEREAS, May has been declared National Bike Month since 1956 and is so again in 2018; and

WHEREAS, the League of American Bicyclists, bicycle clubs, schools, parks and recreation departments, police departments, hospitals, companies and civic groups throughout North Carolina will be promoting bicycling as a leisure activity as well as an environmentally-friendly alternative to the automobile during the month of May 2018; and

WHEREAS, the education of bicyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all users; and

WHEREAS, the City of Brevard Comprehensive Plan includes several objectives and policies aimed at improving cycling as both a form of recreation and transportation.

NOW, THEREFORE, I, Mayor Jimmy Harris and the Brevard City Council do hereby proclaim and recognize the month of May 2018 as National Bike Month and Bicycle Safety Month.

Adopted and approved this 16th day of April, 2018.

G-4 Proclamation 2018-10 Child Abuse Prevention Month Mayor Harris read aloud the Proclamation recognizing the month of April as Child Abuse Prevention Month and presented the Proclamation to Renee Crocker.

Proclamation 2018-10 Child Abuse Prevention Month

WHEREAS, children are vital to our state's future success, prosperity and quality of life as well as being our most vulnerable assets;

WHEREAS, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development;

WHEREAS, child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community;

WHEREAS, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children, ensure all children grow to their full potential;

WHEREAS, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community;

NOW, THEREFORE, I do hereby proclaim April as Child Abuse Prevention Month and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Adopted and approved this the 16th day of April, 2018

H. Public Hearing

H-1. Yamin Rezoning. The public hearing was properly advertised on April 2nd and April 9th, 2018.

Mayor Harris opened the public hearing at 7:23 p.m.

Mr. Cobb explained that earlier this year, the City received a request for rezoning for a property located on Rosman Highway at the intersection of Nicholson Creek Road and Rosman Highway, the address of which is 746 Rosman Highway. They held a neighborhood compatibility hearing and a few people showed up and had general questions. There was some concern about introducing commercial uses in a residential district. The general summary is that Mr. Yamin requested rezoning to allow for higher density residential. This property is surrounded on both sides by GR4 (General Residential 4) which is a lower density residential zoning district and would not provide for the density necessary for the project he has in mind. With the rezoning, you have to consider all of the uses that are potentially allowed under the rezoning, not just the proposed project in question. To avoid any concern with spot zoning, and to fill in a gap, it potentially makes more land available for development and higher densities.

Staff recommended to the Planning Board that they expand the zoning request for just the property originally requested to fill in the whole corridor from the end of the commercial zoning on Rosman Highway. The intent from staff's perspective is if this project is successful and he moves forward with it, he will have to extend City utilities out to the corridor and if the properties are zoned neighborhood mixed use, the potential for redevelopment is increased slightly because there are opportunities for commercial development as well as much higher residential densities. The request is for the property at Rosman Highway and Nicholson Creek Road be expanded to include all of the property along that corridor from where the existing commercial zoning ends to where it picks back up again at the Sav-Mor grocery store.

Water services are available to the site and wastewater services would have to be extended. That cost would be on the applicant.

The recommendation is to rezone from GR4 (General Residential 4) to NMX (Neighborhood Mixed Use) and because this was advertised as NMX, there is a step in between GR4 and NMX and that is RMX (Residential Mixed Use) which is higher density residential uses and some limited commercial. The step up to NMX is even higher density residential so you do have several options. Not to approve the request at all, approve it to a zoning district of lesser classification which would be RMX or you could reduce the scope of the zoning itself.

Mr. Yamin, introduced himself as the President of Workforce Homestead and explained that they are a development company that is active across the state of North Carolina. He would like City Council to consider his request to rezone the 8.9 acre parcel and he would like to build 80 units of affordable housing, 1, 2 and 3 bedroom.

Public Hearing Public Participation –

Mr. Richard Woodhull wrote a letter to Daniel Cobb (on file) which he read aloud expressing his concern of the proximity of his house to this new development, as well as, the traffic problems that it will create.

Ms. Debra Vanghel on behalf of Ann Clevenger asked if the property does get rezoned how it will affect her property other than creating a lot of traffic and wanted to know how it could affect her taxes.

Mr. John McJunkin wanted to express that Helen Meese has lived on her farm for about 80 years and she is worried that this will change the status of her farm.

Ms. April Ziegler explained that she is a real estate broker in Brevard and stated that the first that she heard of this rezoning was in the Transylvania Times. We are not opposed to the project but we feel like we're coming in blind and have no idea what this will do to our taxes, if it will change the setbacks, how it will benefit the community, and if someone wanted to sell their property, what happens. I think the majority of people want to understand the tax value and the grandfathering in.

Mr. James Rudy explained that he did not know about this hearing until he read about it in the Transylvania Times. He added that he's seen at least three accidents so far living there. He asked what the overall plan is and will there be two story or three story homes and are they going end to end. Would we be encumbered? What will happen to our property values? He asked what the overall plan is.

The Mayor explained that the only thing happening tonight is the rezoning question. There are no plans yet. The property has to be allowed for a use first. Then those plans have to be approved by the City and go through the Planning Department and Planning Board. Tonight was to let you know that this property was under consideration for rezoning. If it is approved by Council, then he can do anything in the NMX, housing is one of them. That is his intentions.

Mr. Pratt further explained that when Council is entertaining a rezoning, Council cannot ask a lot of questions about intended use because it is just a possibility. It has a list of “permitted uses” so either he’ll need a subdivision permit which does require some opportunity for public participation or he’ll be able to build something as a matter of right under the new density requirements. If he is building something as a matter of right, there will not be much opportunity for public input. Having said that, all that Council can do is determine whether this property should be rezoned as the Planning Director stated, NMX (Neighborhood Mixed Use) or RMX (Residential Mixed Use) both of which are higher density for residential than its zoned for now and both allow some commercial uses as well. Council can’t answer your questions because they’re not allowed to ask questions themselves about the particular use that may be made of this property.

Ms. Jane Dauster says she invites anyone to come to her neighborhood right after 5:00 and see what you face as a driver. As a mother of two drivers, I wanted to appeal to you about the safety concerns on that road and cannot imagine it being any busier.

Mr. Chris Dauster wanted to add that he wants to know what this project is going to do to their neighborhood. He implored them to think about the project and how it will disrupt their neighborhood and the peace and quiet they currently have.

Ms. Angela Heely had a letter signed by many residents of Forest Hill Circle (on file) that she read aloud in opposition of the project becoming NMX and would instead like it to be RMX. Also, they are concerned specifically about Helen Meese’s property which is a historic farm and has been included in the potential rezoning.

Ms. Beverly Harden explained that we have to have progress and our town needs progress. She added that she hasn’t had any problems driving in that area and she is not opposed to the project and thinks it should be rezoned.

Public Hearing Closed – There being no further questions or comments, Mayor Harris closed the hearing at 8:22 p.m.

H-2. PARTF Grant. The public hearing was properly advertised on April 2, 2018 and April 9, 2018.

Mayor Harris opened the public hearing at 8:22 p.m.

Mr. Fatland reported that last year the City submitted an application for a PARTF Grant that included several projects and he attended the State board meeting last year and it appeared that applicants who asked for land acquisition only had a very high success rate so he met with the Parks, Trail and Recreation Committee and they recommended and approved a resolution to make application for land acquisition only and we would like to acquire additional properties to extend the Estatoe Trail which currently goes from the Davidson River Campground to McLean Road. We recently purchased the Comporium property to extend the trail plus a pedestrian bridge over Kings Creek. Additionally, we’re working with the Mary C. Jenkins Board and they’re donating their property as well. There is also the McMinn property donation that will add a leg to the trail. We’d like to get the grant submitted and the deadline is May 1st and we’re seeking Council support and this public hearing is required as part of the application.

Mr. Daniel added that he is Chair of the Parks, Trails and Recreation Committee and requested that the Depot reconstruction be deleted from the Resolution since it does not apply to the acquisition.

Public Participation – None

Public Hearing Closed – There being no further questions or comments, Mayor Harris closed the hearing at 8:30 p.m.

I. Public Participation –

Ms. Erica Damman & Royce Chestnut of 211 McMinn Avenue, spoke in support of the McMinn right-of-way and moving the bike path to the back of their property and exchanging their portion of the property for the right-of-way on McMinn to be closed allowing the front of their house be proper without a bike path in front of it and would still allow people to use the bike path on a continuous trail to Tannery Park. She added that since the bike path will be on three sides of their house, they would prefer a split rail fence and some screening, as well as, they are downhill from two roads and asked if the City could be aware of storm water development when they begin construction. She asked that since their house is bounded on three sides with the bike path, if the right-of-way can remain in its entirety and be given to them solely.

Mr. Pratt said that the City has never done that before and that he would have to look at the ordinance and get back to them.

Mr. John Wayne Hardison of 407 Whitener Road, offered his experience, expertise and education in arboriculture in light of the spruce tree possibly being removed in front of the courthouse. He would love to see the tree stay and has spoken to commissioners as well. The tree is healthy and Norway spruces are fairly bulletproof trees. He is willing to offer his services to help keep the tree safe while construction is going on.

Ms. Diana Zerby of 82 Jordan Road, wanted to ask what happened to the project on Caldwell Street. She also wanted to know what happened to the sewage system and why the project appears to have stopped. More importantly she wanted to discuss the danger of downtown walking. Traffic is turning even when it's time to walk and it's very dangerous all over town and believes it should be a four way stop where all lights turn red at the same time.

J. Special Presentation – None

K. Consent Agenda and Information - Consent Agenda items are considered routine and are enacted by one motion. Mayor Harris read aloud the items listed, and asked if Council desired to remove an item for discussion, or, to add an item(s) to the Consent Agenda. The Mayor suggested Council consider adding: New Business Items M-1, M-2, M-3, M-4, M-5, and M-6 (provided Attorney Mike Pratt has the appropriate deed drawn up). Mr. Daniel motioned, seconded by Mr. Landreth that said items be added to the Consent Agenda. Motion carried unanimously.

K-1. Staff Reports:

- a. Public Works Monthly Report, February 2018
- b. Financial Report for the month ended March, 2018

K-2. License Agreement-Chamber of Commerce Sculpture - A license agreement between the City of Brevard and Brevard/Transylvania Chamber of Commerce to place an otter sculpture on the Brevard/Transylvania Chamber of Commerce property.

K-3. Correspondence (No Action. Offered as information only.)

- a. System Development Impact Fee
- b. Transylvania County Building Permit Activity, March 2018
- c. Kings Creek Phase II-Final Inspection Report
- d. Kings Creek Phase III-Final Inspection Report
- e. Chamber of Commerce-Letter of Appreciation
- f. Arbor Day Foundation Letter-Tree City USA

K-4 (M-1) Ordinance No. 2018-06 – An Ordinance Ordering the Demolition of an Unsafe Structure at 661 King Street. City Council added this Ordinance to the consent agenda with the amendment that the City Attorney is authorized and

directed to file an appropriate lien against the premises, covering all costs including attorney's fees.

**ORDINANCE NO. 2018-06
AN ORDINANCE ORDERING
THE DEMOLITION OF AN UNSAFE STRUCTURE
AT 661 KING STREET**

WHEREAS, the Senior Code Enforcement Officer has determined that the building located at 661 King Street, Brevard, NC 28712 has suffered significant structural damage due to rot and decay resulting in prolonged water infiltration, causing further damage to the walls and flooring system, the structure is both open and vacant, plumbing and electrical systems have been removed; and,

WHEREAS, the structure is both dangerous and constitutes a public nuisance as defined by City Ordinance (Chapter 18, Article V, Section 18-132); and,

WHEREAS, the owner has been given notice of the inspection, pursuant to NCGS Sec. 160A-425; has been given notice of a hearing, held pursuant to NCGS Sec. 160A-428; and was ordered to repair or demolish the building and has failed to take action; and,

WHEREAS, it is the desire of this Council, in accordance with NCGS 160A-443, to cause the building to be demolished and removed.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

SECTION 1: That the Senior Code Enforcement Officer is hereby ordered to proceed with, arrange for, and initiate all reasonable measures, to solicit bids for demolition and removal of the unsafe structure located at 661 King Street, Brevard, NC 28712 based on the finding of this Council that it is necessary for the City of Brevard to cause such demolition to protect the health, safety and general welfare of the citizens.

SECTION 2: That the City Manager is hereby authorized to enter an agreement with or contract for the service of a demolition contractor, as necessary to secure the services of such a demolition contractor recommended by the Senior Code Enforcement Officer, to provide for and proceed with the razing and removal of the unsafe structure located at 661 King Street, Brevard, NC 28712 and the City Attorney is authorized and directed to file an appropriate lien against the premises, covering all costs including attorney's fees.

SECTION 03. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 16th day of April, 2018.

**K-5. (M-2) Resolution No. 2018-08 A Resolution Declaring the Intent of the
Brevard City Council to Consider the Closing of St. Philips Lane**

**RESOLUTION NO. 2018-08
A RESOLUTION DECLARING THE INTENT
OF THE BREVARD CITY COUNCIL
TO CONSIDER THE CLOSING
OF ST. PHILIPS LANE**

WHEREAS, North Carolina General Statute 160A-299 authorizes the City Council to permanently close public streets and alleys; and

WHEREAS, the City has received a request to close St. Philips Lane, located at East Main Street and St. Philips Lane. The open street right-of-way is between ten feet (10') and thirty-five feet (35') in width, and is approximately four hundred and twelve feet (412' +/-) in length. The street right-of-way and the surrounding areas are owned by St. Philips Episcopal Church; and

WHEREAS, the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to permanently closing the aforementioned street right-of-way.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA:

Section 1. That a Public Hearing will be held at 7:00 p.m., or as soon thereafter as possible, on Monday, May 21, 2018, in Council Chambers located at 95 West Main Street, Brevard, North Carolina, to consider an order to permanently close said street right-of-way.

Section 2. The City Clerk is hereby directed to publish this Resolution of Intent once a week for four (4) successive weeks prior to the Public Hearing in the Transylvania Times.

Section 3. The City Clerk is further directed to transmit by Certified Mail, Return Receipt Requested, to each owner of property abutting on said street right-of-way, a copy of this Resolution of Intent, and shall cause a notice of the Public hearing to be prominently posted in at least two places along the street.

Section 4. This Resolution of Intent shall become effective upon its adoption and approval.

Adopted and approved this the 16th day of April, 2018.

K-6 (M-3) Resolution No. 2018-09 A Resolution Authorizing Applications for Grants and Contracts for the Acquisition of Property for the Estatoe Trail System. City Council added this Ordinance to the consent agenda with the amendment that the Depot reconstruction be deleted from the Resolution since it does not apply to the acquisition.

**RESOLUTION NO. 2018-09
A RESOLUTION AUTHORIZING
APPLICATIONS FOR GRANTS AND CONTRACTS FOR
THE ACQUISITION OF PROPERTY FOR
THE ESTATOE TRAIL SYSTEM**

WHEREAS, the City of Brevard intends to extend the Estatoe Trail to Rosman Highway; and

WHEREAS, the City of Brevard has developed the Estatoe Trail System from the Pisgah National Forest Davidson River Campground to McLean Street; and

WHEREAS, the City of Brevard received funding from the North Carolina Parks and Recreation Trust Fund for the acquisition of Tannery Park and for the extension of the Estatoe Trail; and

WHEREAS, the City of Brevard received a grant from NCDOT totaling \$400,000 with a 20% local match to build a pedestrian bridge over the Davidson River from the Estatoe Trail; and

WHEREAS, The City of Brevard received a donation of the Mary C. Jenkins Community Center Property to extend the Estatoe Trail into Tannery Park; and

WHEREAS, the City of Brevard purchased property from Comporium in the amount of \$75,000 to extend the Estatoe Trail along Railroad Avenue; and

WHEREAS, the City of Brevard is desirous to purchase additional properties for the Estatoe Trail System and to apply for grant funds from the North Carolina PARTF Grant Program; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

Section 1. The City Manager is hereby authorized to act on behalf of the City to apply for, accept, and administer grants supporting the extension of the Estatoe Trail; and

Section 2. This Resolution shall become effective upon its adoption and approval.

Adopted and approved this the 16th day of April, 2018.

K-7 (M-4) McMinn Right-Of-Way Abandonment. The owners of the McMinn property have proposed an alternate idea which will allow the City's bike path connection by granting the City a 20' easement along the rear of their property. This would be sufficient for a 10' bike path and maintenance easement along either side.

K-8 (M-5) Aldi Stormwater Easement. Aldi has requested an easement for their stormwater outfall into Lambo Creek due to the topography of the site.

K-9 (M-6) Execution of Deed requested by Bruce Thompson and others. City Council agreed to add this to the consent agenda with the agreement that the City Attorney have the appropriate deed drawn up for the City's signature.

L. Unfinished Business - None

M. New Business –

M-7. Ordinance No. 2018-07. An Ordinance Amending the Brevard City Code Relating to the Schedule of Taxes, Fees and Charges: General Fund. Mr. Landreth moved, seconded by Mr. Morrow that Council approve the Ordinance with the revised language that when a handicapped ramp is built, the \$50 fee shall be waived by the Planning Director. Motion carried unanimously.

**ORDINANCE NO. 2018-07
AN ORDINANCE AMENDING THE BREVARD CITY CODE
RELATING TO THE SCHEDULE OF TAXES,
FEES AND CHARGES: GENERAL FUND**

WHEREAS, it is the desire of the Brevard City Council to amend the Brevard City Code, relating to the fee for handicapped ramps built under the category, "Residential interior remodels, manufactured home replacement on existing space; additions, accessory structure and incidental improvement to a structure or manufactured home;"

WHEREAS, City Council has determined that the construction of handicapped ramps for persons in need, and who cannot afford the same, should be encouraged by the City of Brevard as a humanitarian gesture of good will;

WHEREAS, City Council has determined that the fifty dollar (\$50.00) fee under that category which is charged for a Code Inspection of a handicapped ramp should not be charged, but instead should be waived when the handicapped ramp is built by churches or church volunteers, by other tax-exempt organizations, or by friends, acquaintances or family of the home owners or occupants, without any expense for either labor or materials being paid by the owners or occupants;

WHEREAS, City Council has determined that to best facilitate this Ordinance change, Footnote 3 to the said **Schedule of Taxes, Fees and Charges: General Fund**, which relates to and clarifies this issue shall be and is hereby amended to read as per Section 1, below.

NOW, THEREFORE, it is hereby ordained as follows:

SECTION 1: Footnote 3 to the said **Schedule of Taxes, Fees and Charges: General Fund**, is hereby amended to read as follows:

Incidental Improvement. Any improvement that does not meet the definition of Substantial or Significant improvement, as defined above [in Footnote 2]. Incidental improvements include installation of handicapped ramps and entryways, awnings, unenclosed decks and patios, and lighting improvements and other minor, non-structural changes of an incidental nature. *When a handicapped ramp is built, the fifty dollar (\$50.00) fee under this section shall be waived by the Planning Director.*

SECTION 2: This change to the Footnote 3 to the said **Schedule of Taxes, Fees and Charges: General Fund** is to remain in effect from year to year as new Fee Schedules are adopted, unless or until changed by City Council.

SECTION 3: This Ordinance shall be effective upon adoption and approval.

Adopted and approved this the 16th day of April, 2018.

M-8. Ordinance No. 2018-08. An Ordinance Amending the Official Zoning Map of the City of Brevard to Rezone Properties from General Residential 4 to Neighborhood Mixed Use. Ms. Copelof moved, seconded by Mr. Landreth to approve the Ordinance for rezoning amending it to leave two properties within the proposed rezoning as General Residential 4 (GR4). Those properties being Helen Meece’s farm off Rosman Highway in Forest Hills Circle off Glazener Road and the property owned by Martin Bawden below Helen’s Meece’s property and to rezone the other properties to Neighborhood Mixed Use (NMX). Motion passed 4-1 with Mr. Jones opposing.

**ORDINANCE NO. 2018-08
AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP
OF THE CITY OF BREVARD TO REZONE PROPERTIES
FROM GENERAL RESIDENTIAL 4 TO NEIGHBORHOOD MIXED USE**

WHEREAS, Brevard City Council requests that the Official Zoning Map of the City of Brevard be amended by rezoning certain real properties from General Residential 4 to Neighborhood Mixed Use, such properties are described below, and which are hereafter referred to as the “Subject Properties”:

Mary H. Anne Clevenger	422 Glazener Road	8585-16-2371-000
Mary Lynn Mixon	565 Nicholson Creek Road	8585-16-2518-000
Nigel W. & Julia A. Whittaker	535 Nicholson Creek Road	8585-16-1667-000
Ronald B. Smith et al.	746 Rosman Highway	8585-06-6740-000
Roger Ted McCall et al.	16 Hunnicutt Lane	8585-06-3317-000
Barbara A. White et al.	Rosman Highway	8585-06-6021-000

and,

WHEREAS, the City of Brevard Planning Board considered RZ18-002 on March 20, 2018 and unanimously recommended approval of this request; and,

WHEREAS, in accordance with North Carolina General Statute 160A-382(b), Brevard City Council finds the following:

- 1) That RZ18-002 is consistent with the following polices and goals of the City of Brevard 2015 Comprehensive Plan:

2015 Comprehensive Plan, Element 2: Economic Health:

OBJECTIVE 2.1: Expanded tax base. As the City of Brevard's primary source of financial capital, the City will take proactive measures to stabilize and grow the tax base.

POLICY 2.1.A: Modify zoning regulations to encourage and allow greater density and intensities of land use within its jurisdiction.

2012 City of Brevard Vision Statement:
Foster economic diversity while enhancing the quality of life in an environmentally friendly way by creating an environment that promotes and encourages businesses, and business owners, attracted to and utilizing our natural assets of woods and water and our cultural/historic assets of music, arts, and outdoor recreation.
- 2) That RZ18-002 is inconsistent with the Future Land Use Map of the 2002 City of Brevard Land Use Plan, which prescribes “Mixed Use-Boulevard” future land uses:

Low Density land use Category:

These areas contain mostly one-family dwellings at an average density of not more than three dwelling units per acre and are mostly zoned R-1. Much of this land may not be served by public water and sewer and lot sizes should be adequate for an individual water supply and on-site sewage disposal. Typical lot sizes are 10,000 square feet or more. Agriculture occurs here and should continue to be allowed. Within this category opportunities for traditional, compact, rural commercial/community centers should be allowed to serve the daily needs of the surrounding community. Some of these areas, with their low-density development are prime candidates for conservation easements or the purchase/transfer of development rights to maintain their rural character.
- 3) That the size of the tract and the proposed uses are reasonable and appropriate within the context of the existing and proposed zoning districts and the prevalence of uses in the vicinity of the Subject Parcel.
- 4) That the proposed rezoning fully conforms to all applicable requirements of Brevard City Code.

WHEREAS, Brevard City Council desires to approve RZ18-002 as presented.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

Section 1. The Official Zoning Map of the City of Brevard is hereby amended as described in Exhibit A.

Section 2. Ordinance shall become effective upon its adoption and approval.

Adopted and Approved this the ____ day of ____, 2018.

N. Remarks / Future Agenda Considerations

The Mayor mentioned the City's 150th anniversary celebration with a schedule of events, the first one being on April 26th at 1:30pm at Pisgah Forest Elementary for Arbor Day. He also thanked the City Attorney and City Manager for always keeping him informed.

Mr. Morrow gave praise to the new paint job on the old pump station on Neely Road. He also asked that Council get Rosman Highway safety on the calendar soon.

Mr. Landreth thanked, Jim Fatland, Daniel Cobb, Heath Seymour, Frank Porter, Melanie Spreen and especially Lou Holiday, Director of the Main Street Program in Hendersonville. He gave us a tour of downtown Hendersonville and an inside look at their downtown planning process last week. Our main goal was to get our hands on a better budget for our downtown streetscape master plan and I appreciate the opportunity to go over there to get a glimpse at another community. Lastly, one of our colleagues in County government has been reminding me of the quality of landscaping around our Public Works building on Cashier's Valley Road. I notice we've begun to put trees there. When we're looking at new landscaping, I hope our own property will place the same standards we place on developers in the community with regards to screening and proper size and proper placement of plant material. The challenge is that we're in the middle of a growing neighborhood. I just want us to remember that our equipment yards are equipment yards and we need them and I hope we'll look good for the Rosenwald neighborhood, Keystone Camp and the Music Center.

Mr. Jones wanted to thank staff, the City Attorney and the citizens of the Mary C. Jenkins board for doing their due diligence. They are probably some of the most passionate people I've worked with.

Ms. Copelof said she's concerned because a citizen stated they didn't feel they were getting adequate notice of the public hearing and asked how we can better advertise things that affect people. She suggested that we take a look at how we communicate with the public. She also suggested an agenda item for next month to have the Sierra Club here to talk about what is possible and provide feedback to the public about what we're doing to make a better environment.

O. Closed Session(s) - Mayor Harris asked the City Attorney if it would be appropriate for Council to hold three closed sessions to discuss matters of potential litigation and property acquisition. City Attorney advised pursuant to **GS § 143-318.11. (a)(3) and (5)** it would be appropriate to convene closed sessions on the matters. A closed session requires a separate motion, second and vote to discuss the matter. Council will enter and exit regular session for each closed session.

O-1. Closed Session #1- At 9:40 p.m. Mr. Landreth moved, seconded by Mr. Daniel Council go into closed session to discuss a potential litigation. (A five minute break was taken to allow Council Chambers to be cleared.)

Council Returned to Regular Session – At 10:30 p.m. Council resumed the meeting in regular session. The minutes of the closed session are authorized to be sealed.

O-2. Closed Session #2 – At 10:30 p.m. Mr. Landreth moved, seconded by Mr. Jones, Council go into closed session to discuss a property acquisition matter. Motion carried unanimously.

Council Returned to Regular Session – At 10:42p.m. Council resumed the meeting in regular session. The minutes of the closed session are authorized to be sealed.

O-3. Closed Session #3 - At 10:42 p.m. Mr. Landreth moved, seconded by Mr. Morrow Council go into closed session to discuss a property acquisition matter. Motion carried unanimously.

Council Returned to Regular Session – At 10:43 p.m. Council resumed the meeting in regular session. No official action was taken in closed session and the Minutes of the closed session are authorized to be sealed.

P. Adjourn – There being no further business, Mr. Jones moved, seconded by Mr. Daniel the meeting be adjourned. Motion carried unanimously. Meeting adjourned at 10:43 p.m.

Jimmy Harris
Mayor

Jill Murray
City Clerk

Minutes Approved: May 21, 2018

Certificates / Awards / Recognition

School of Government
The University of North Carolina at Chapel Hill

Jill Murray

having successfully completed the course of instruction in

MUNICIPAL ADMINISTRATION

is awarded this certificate

Given this twenty-seventh day of April 2018

Michael Smith
Dean, School of Government

Gregory S. Quinn
Director, Municipal and County
Administration Courses



UNC
SCHOOL OF GOVERNMENT

Public Hearing(s)

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **System Development Fees**

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director
Public Works Committee

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

In July 2017 the North Carolina General Assembly ratified Session Law 2017-138 (HB 436), which clarifies municipal authority to implement system development fees (SDF). Previously these were commonly known as “impact fees”. This law is effective as of October 1, 2017 and grace period extending to July 1, 2018 has been provided.

In 2016 the Town of Carthage was sued for improper collection of impact fees. The City of Brevard, under advisement of the City’s attorney, discontinued collecting impact fees until this suit was settled. After a decision by the North Carolina Supreme Court HB 436 was drafted and ratified on July 20, 2017. This new law outlines a process a unit of government shall use if they desire to collect SDF’s. This process is further outlined below.

Discussion

In order to resume the collection of SDF’s a local unit of government must complete the following steps¹:

1. Hire a financial professional or licensed professional engineer to perform an analysis as to how to calculate the system development fee schedule.
2. Gather public input on the professional’s written analysis. This is done through a posting on the City’s website for a period of at least 45 days.
3. Review comments, revise report as needed.
4. Hold a public hearing.
5. Adopt ordinance.
6. Notice the public.
7. Review at least every five years.

Steps five and six will be completed when City Council considers adoption of the FY19 budget ordinance and schedule of taxes and fees at the June 18, 2018 meeting.

¹ Kara Millonzi, “System Development Fees are the New Impact Fees,” *Coates’ Canons*, August 15, 2017, <https://canons.sog.unc.edu/system-development-fees-new-impact-fees/>.

In August of 2017 City Council directed staff to hire a consultant to complete the required analysis as described above (Step 1).

The Public Works Committee met on September 14, 2017 and made a recommendation to City Council that WR Martin be retained by the city for the amount of \$24,000 to complete the required analysis. City Council approved is contract on September 18, 2017.

HB 436 outlines three different approaches for calculating SDF's. They are:

1. Buy-In
2. Incremental Cost
3. Combination of 1 and 2

The **Buy-In** approach is used when a system has enough capacity to serve new development so developers buy in to existing infrastructure that the rate base has built and maintained. The **Incremental Cost** approach is used when new facilities must be built to serve new development. The **Combination method** is chosen when a system foresees a blend of existing and new infrastructure to serve anticipated development over the applicable planning horizon².

WR Martin analyzed Brevard's latest available fixed asset information and debt service costs as of June 30, 2017 to determine the cost of capacity for the City. They developed other assumptions necessary to establish appropriate fee levels for different types of customers using the American Water Works Association (AWWA) System Buy-In approach.

The System Buy-In Approach is consistent with the City's status for it still has enough capacity to serve new development. This approach calculates a fee based upon the proportional cost of each user's share of existing capacity in core facilitates. The cost of the facilities is based on fixed assets records and can include escalation of the depreciated value of those assets to current dollars. System assets include those listed in the City depreciation report, capital improvements plan, insurance records, and in Geographic Information System (GIS) files³.

System development fees are defined as

a charge or assessment for service imposed with respect to new development to fund costs of capital improvements necessitated by and attributable to such new development, to recoup costs of existing facilities which serve such new development, or a combination of those costs, as provided in this Article. The term includes amortized charges, lump-sum charges, and any other fee that functions as described by this definition regardless of terminology⁴.

² WR Martin, System Development Fee: City of Brevard, March 2018

³ *Id* at 2.

⁴ HB 436, 2017

The initial report prepared by WR Martin was reviewed and recommended for adoption by the Public Works Committee on March 29, 2018. The report was placed on the City's website on Tuesday, April 3, 2018 for the required 45-day public comment period.

This public comment period was advertised on the city's Facebook pages and in the Transylvania Times.

Policy Analysis

The net value of the City's water system is just over \$24.6 million, and \$33.9 million for the wastewater system.

For a detailed analysis of these costs, a breakdown of the calculations, and full tables see the attached report from WR Martin.

The City has the authority under HB 436 to charge a fee up to the highest figure calculated by the WR Martin. Under this scenario a ¾" water meter would come with a system development fee of \$2,752 for water and \$5,799 for wastewater. This is on top of the tap fee which is currently \$1,375 for water and \$1,375 for sewer.

The Public works committee recommended a water SDF of \$500 for a ¾" tap and \$1,000 for wastewater.

Recommendations

The Public Works Committee met on March 29, 2018 and unanimously recommended approval of the system development fee schedule as depicted in Table 5 of the attached report. The proposed system development fees will be included in the FY19 budget ordinance and fee schedule that will be presented at City Council's regularly scheduled meeting on June 18, 2018.

Fiscal Impact

SDF's provide an additional revenue stream for the City to operate and maintain its core utility services; water and wastewater collection and distribution. Part of the rationale of an SDF is to equitably share the cost of new development. Without SDF's the only utility fund revenue the City has to maintain this system is through existing rate-payers.

The fee is calculated based on the meter size, *not* the end user. In other words, a commercial entity may not need more than a ¾" water meter to serve their needs, thus would pay \$1,500 in SDF; \$500 for water and \$1,000 for wastewater. However, a brewery, industrial operation, or other high-water user may require a 3" water tap. This results in a total SDF of \$16,000; or \$5,320 for water and \$10,680 for wastewater.

Attachments

- A. WR Martin System Development Fee Report
- B. HB 436
- C. *System Development Fees are the New Impact Fees*



System Development Fee

CITY OF BREVARD

MARCH 2018



WR-MARTIN
38 ORANGE STREET, SUITE 2
ASHEVILLE, NC 28805



The City of
Brevard
North Carolina



Memorandum

TO: *Jim Fatland*

FROM: *Steven Miller*

DATE: *March 29, 2018*

SUBJECT: *Brevard System Development Fee Analysis*

WR Martin was commissioned by the City of Brevard to analyze their Water and Sewer System Development Fees (SDF) considering current events, so they comply with North Carolina House Bill 436 (HB 436). The bill was ratified to address fee inconsistencies among public providers including calculation methodologies and implementation. The new law provides specific guidelines that public water and sewer providers must follow to charge SDFs effective October 1, 2017. The law provides a grace period through July 1, 2018 for public providers to update fees in accordance with the new procedures and conditions.

This analysis focused on reviewing the latest available fixed asset information and debt service costs as of June 30, 2017 to determine the cost of capacity for the City, and on developing other assumptions necessary to establish appropriate fee levels for different types of customers using the American Water Works Association (AWWA) System Buy In approach. This analysis documents the results of the various analyses and our recommendations for implementing SDFs to be charged to new customers connecting to the water and sewer systems.

SDFs are defined as one-time charges assessed against new development to recover a proportional share of the costs of capital facilities constructed to provide service capacity for new customers connecting to the water and sewer systems. Typically, the cost basis for setting capacity fees is based on the system components that are necessary to serve, and that provide benefit to, all customers. These components typically include land, treatment plants, lift stations, lines, and other equipment.

There are three approaches for calculating water and sewer SDFs outlined in HB 436. They include the following:

1. Buy In
2. Incremental Cost
3. Combination of the above

The Buy-In (Equity) Approach is used when a system has enough capacity to serve new development so developers buy in to existing infrastructure that the rate base has built and maintained. The Incremental Cost approach is used when new facilities must be built to serve new development. The Combination method is chosen when a system foresees a blend of existing and new infrastructure to serve anticipated development over the applicable planning horizon.

The System Buy-In Approach is consistent with the City's status for it still has enough capacity to serve new development. This approach calculates a fee based upon the proportional cost of each user's share of existing capacity in core facilities. The cost of the facilities is based on fixed assets records and can include escalation of the depreciated value of those assets to current dollars. System assets include those listed in the City depreciation report, capital improvements plan, insurance records, and in Geographic Information System (GIS) files.

These fees are one-time charges imposed at one of the following times depending upon the type of development:

1. New development that involves subdivision of land
 - a. Time of plat recordation, or
 - b. When water/sewer service for development is committed by local government
2. All other development
 - a. Time of application for connection of individual unit to water/sewer service

They are designed to recover all or a portion of the capital investment made by the City to provide sufficient capacity in its system to serve new users. It should be emphasized that SDFs are charged to only new customers and consequently save existing users substantial capital costs over time.

The following are notable SDF attributes according to the University of North Carolina Environmental Finance Center's latest survey:

- 39% of water and 44% of sewer rate structures in North Carolina charge SDFs.
- Nearly 78% of SDFs either vary by meter size or are fixed. Fees based upon usage, acreage, square footage, number of bedrooms, or line size are uncommon in North Carolina.
- Statewide average residential water and sewer SDFs are approximately \$1,000 and \$1,498 respectively.



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Page 2

After reviewing the alternative SDF methodologies, the consensus was to pursue the American Water Works Association (AWWA) System Buy In methodology because it was defensible, relatively easy to explain to customers, and generally easy to implement. Our approach and conclusions are as follows:

BUY IN METHODOLOGY

SDFs using the Buy In methodology are derived from estimated values for the water and sewer system's assets. The calculation of the values uses a tabulation of water and sewer assets derived from the City's depreciation report and other sources. The values are separated and assigned to either water or sewer. When no information is available to allocate an asset to water or sewer, it is assigned equally between each.

Because the City's depreciation report lacks records for some water and sewer assets, we have analyzed the latest available GIS data for water and sewer lines and utilized County tax records for land values. This GIS data, showing the ages, materials, diameters, and linear feet, was used to determine a value of the components using today's hard and soft costs for line installation. After calculating a cost for replacing each line in today's dollars, we depreciated each cost according to the age of each. Recently installed water and sewer lines retain more of their value than those installed several decades ago. If a water or sewer line is older than its expected useful life, it was assumed that 10% of its replacement value remained. Any line data from the depreciation report was replaced with the data derived from the GIS reports. GIS data and other valuation estimates are shown in the Appendix.

It is estimated that the water system's replacement value is approximately \$24.6 million, and the sewer system is approximately \$33.9 million, as shown in Table 1. Also included in the rightmost column of the table is the source for each estimate. However, to account for outstanding debt used to pay for the system, the principal balances of the Water and Sewer Enterprise Fund's loans totaling \$8.2 million are deducted from the water and sewer systems' values to determine the net system value. HB 436 also requires the deduction of five grant awards from 2008 – 2013 with depreciated water and sewer values of \$568,164 and \$488,890. After debt and grant awards are removed, the net value of the water system is approximately \$20.2 million and the net value of the sewer system is approximately \$28.9 million. These values have been reviewed by the City manager and staff.

TABLE 1		
CITY OF BREVARD		
WATER & SEWER SYSTEM VALUE		
	NET	
	BOOK VALUE	SOURCE
WATER		
EQUIPMENT	\$5,482,400.52	DEPRECIATION REPORT
LAND	\$106,445.50	DEPRECIATION REPORT
LINES	\$12,449,745.47	LINE DATA
OTHER	\$269,887.84	DEPRECIATION REPORT
PUMP STATIONS	\$617,140.00	INSURANCE RECORDS
TANKS	\$441,924.00	DEPRECIATION REPORT
VEHICLES	\$87,763.64	DEPRECIATION REPORT
WATER TREATMENT PLANT (WTP)	\$3,782,226.39	DEPRECIATION REPORT
2018 IMPROVEMENTS WTP	\$792,300.00	CAPITAL IMPROVEMENTS PLAN
2018 IMPROVEMENTS DISTRIBUTION	\$592,559.00	CAPITAL IMPROVEMENTS PLAN
TOTAL WATER VALUE	\$24,622,392.35	
	42.03%	
SEWER		
EQUIPMENT	\$2,029,102.47	DEPRECIATION REPORT
LAND	\$106,445.50	DEPRECIATION REPORT
LINES	\$12,821,185.28	LINE DATA
LIFT STATIONS	\$11,129,364.00	DEPRECIATION REPORT
OTHER	\$276,064.39	DEPRECIATION REPORT
VEHICLES	\$87,763.64	DEPRECIATION REPORT
WASTEWATER TREATMENT PLANT (WWTP)	\$4,624,383.39	DEPRECIATION REPORT
2018 IMPROVEMENTS WWTP	\$1,647,142.00	CAPITAL IMPROVEMENTS PLAN
2018 IMPROVEMENTS COLLECTIONS	\$1,242,597.00	CAPITAL IMPROVEMENTS PLAN
TOTAL SEWER VALUE	\$33,964,047.66	
	57.97%	
TOTAL	\$58,586,440.01	
	100.00%	

To allocate the two system values to users, an analysis of existing customer usage is necessary to determine the equivalent units of residential customers. First, residential users are separated from non-residential users. Then, the average monthly flow per residential user is calculated using historical flow data. As seen in Table 2, at the time of the study there were:

- 3,015 residential inside water users,
- 536 residential outside water users,
- 2,936 residential inside sewer users and
- 40 residential outside sewer users

The average monthly residential water and sewer flows of 2,907 gallons and 2,856 gallons respectively, are reflected in Table 2.

TABLE 2 CITY OF BREVARD USER EQUIVALENTS						
		Number of users	Monthly Consumption in gallons	Annual Consumption in gallons	Average Monthly Consumption per User * in gallons	User Equivalents
Water	Res Inside	3,015	8,677,170	104,126,040	2,878	2,985
	Res Outside	536	1,646,056	19,752,672	3,071	566
	Comm Inside	493	4,810,201	57,722,412		1,655
	Comm Outside	49	1,199,079	14,388,948		412
	Inst Inside	109	3,603,976	43,247,712		1,240
	Inst Outside	3	11,100	133,200		4
	Ind Inside	2	1,478,400	17,740,800		509
	TOTAL	4,207	21,425,982	257,111,784	2,907	7,370
Sewer	Res Inside	2,936	8,402,832	100,833,984	2,862	2,942
	Res Outside	40	97,680	1,172,160	2,442	34
	Comm Inside	49	496,321	5,955,852		174
	Comm Inside Mtrd	1	653,600	7,843,200		229
	Comm Outside	12	852,396	10,228,752		298
	Comm Outside Mtrd	4	242,900	2,914,800		85
	Inst Inside	100	3,533,000	42,396,000		1,237
	TOTAL	3,142	14,278,729	171,344,748	2,856	4,999
* Average consumption figures taken from City usage summary.						

Inside residential water customers use less water per month than the weighted average usage of all customers, 2,878 gallons vs 2,907 gallons. Therefore, when the count of 3,015 residential inside water users are applied to the weighted average of 2,907 gallons, the overall count of equivalent residential users (ERUs) is 2,985 or 3,015 customers multiplied by 2,878 gallons and divided by 2,907 gallons. The same application of residential outside customer counts and usage yields 566 ERUs.

Sewer and non-residential customers are converted to ERUs using the same prorated methodology. Once the count within each customer class is converted to an ERU, the number of water and sewer ERUs are totaled to yield 7,370 water ERUs and 4,999 sewer ERUs. The water and sewer system net values are further divided by the respective number of ERUs to yield maximum SDFs for a 3/4-inch meter of \$2,752 for water and \$5,799 for sewer, as shown in Table 3.

TABLE 3		
CITY OF BREVARD		
SYSTEM DEVELOPMENT FEES		
TOTAL VALUE OF WATER SYSTEM	\$24,622,392	
LESS OUTSTANDING DEBT PRINCIPAL	\$3,769,367	
LESS GRANT FUNDING	\$568,164	
NET	\$20,284,861	
DIVIDED BY RESIDENTIAL USER EQUIVALENTS	7,370	
CHARGE FOR 3/4 INCH METERS	\$2,752	WATER
TOTAL VALUE OF SEWER SYSTEM	\$33,964,048	
LESS OUTSTANDING DEBT PRINCIPAL	\$4,488,238	
LESS GRANT FUNDING	\$488,890	
NET	\$28,986,919	
DIVIDED BY RESIDENTIAL USER EQUIVALENTS	4,999	
CHARGE FOR 3/4 INCH METERS	\$5,799	SEWER

To account for a 1.5:1 differential between outside and inside user charges, the fees are factored by the ratios of inside to outside customers to yield weighted inside and outside SDFs, as shown in Table 4.

TABLE 4			
CITY OF BREVARD			
WEIGHTED SYSTEM DEVELOPMENT FEES			
FOR 3/4" METER			
		Weight	Weighted Fees
Water	Inside	84.91%	\$2,559
	Outside	15.09%	\$3,838
Weighted total		100.00%	\$2,752
Sewer	Inside	98.66%	\$5,760
	Outside	1.34%	\$8,640
Weighted total		100.00%	\$5,799

For non-residential customers with larger meters, the fees for the smallest residential meter are used and then scaled up by their meter flow ratios for each meter size, as specified by the AWWA. For example, a 1-inch meter has a maximum water flow of 50 gallons per minute, which is 1.67 times greater than the 3/4-inch meter maximum flow of 30 gpm. Therefore the 3/4-inch meter fee is multiplied by 1.67 to yield the 1-inch meter fee. This method provides an approach that is simple to administer and equitable for most new customers.

OTHER HB 436 CONSIDERATIONS

Upon receiving SDF calculations, the City is required by HB 436 to adhere to the following procedures:

- **PUBLIC COMMENT** – The City must allow for public comment on the Analysis. The public comment period must last for at least 45 days. The fee sent out for comment is as prepared by the professional, not the governing board. Likewise, the fee preparer of the analysis considers the public comment, not the governing board.
- **PUBLIC HEARING** – The City must conduct a public hearing after the comment period. After the public hearing, the professional determines if any modifications are required.
- **ADOPTION** - After the consideration of comments, the fee must be adopted by the governing board at a later date. The fee must be adopted by resolution or ordinance and published in the City's annual budget ordinance.
- **USE** - The new law prescribes specific uses for the funds collected through SDFs. They include:
 - Costs of previously completed capital improvements for which capacity exists and capital rehabilitation projects. Rehabilitation includes repairs, maintenance, modernization, upgrades, updates, replacement, or correction of deficiencies of any facility.
 - Expansion or other undertaking to increase the level of preexisting level of service for existing development.

RECOMMENDATIONS

An alternative that helps manage the magnitude of SDFs is charging a fraction of the system values. The City has the flexibility to discount the total valuation of its systems by a factor that the City deems appropriate. For example, the City may charge SDFs shown below that are lower by 82% and 83% for 3/4-inch water and sewer meters and respectively compute to \$500 for water and \$1,000 for sewer users. The fees for meter sizes larger than 3/4 inch are also calculated by prorating the meter size by the maximum flow factor of each meter, as shown in Table 5.

TABLE 5			
CITY OF BREVARD			
SYSTEM DEVELOPMENT FEES FOR VARIOUS METER SIZES			
<i>Connection size (inches)</i>	<i>Max flow gpm</i>	<i>Water</i>	<i>Sewer</i>
3/4	30	\$500	\$1,000
1	50	\$830	\$1,670
1.5	100	\$1,660	\$3,340
2	160	\$2,660	\$5,340
3	320	\$5,320	\$10,680
4	500	\$8,310	\$16,690
6	1000	\$16,620	\$33,380
8	1600	\$26,590	\$53,410
10	2300	\$38,220	\$76,780
12	3100	\$51,510	\$103,490

CONCLUSIONS

The City's past SDFs have provided a diversification of the City's water and sewer fund revenue stream and a revenue source that lessens future water and sewer rate increases. These fees should be viewed as important to ensure the equitable distribution of cost responsibilities between existing and future rate payers. Consequently, they must be reviewed at least every five years to account for changes in system usage and valuation and abide by SB 436.

APPENDIX

1. Depreciation Report
2. Capital Improvements Plan
3. Water and Sewer Line Data
4. Pump Station Insurance Record

DEPRECIATION REPORT

DRAFT



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NUMBER	Category	Asset	WATER/SEWER	GROUP	Property Description	Date In Service	Book Cost	179 Exp	c	Value	Depreciation	Current Depre	End Depr	Net Book Value	Method	Period
4	CIP	601	W	EQUIPMENT	d Fund #31 Radio Read Meters	6/30/15	1,205,381.00	0.00	0.00	0.00	0.00	0.00	0.00	1,205,381.00	Memo	0.00
13	Equipment	524	W	EQUIPMENT	WATER BATH	1/01/76	231.00	0.00	0.00	231.00	0.00	231.00	0.00	0.00	S/L	10.00
19	Equipment	530	W	EQUIPMENT	LOCATOR WATER POWER & G 1/01/89		7,618.00	0.00	0.00	7,618.00	0.00	7,618.00	0.00	7,618.00	S/L	10.00
21	Equipment	532	W	EQUIPMENT	LOCATOR VALVE BOX	1/01/95	4,502.30	0.00	0.00	4,502.30	0.00	4,502.30	0.00	4,502.30	S/L	10.00
22	Equipment	533	W	EQUIPMENT	LOCATOR PIPE & CABLE	1/01/95	4,502.30	0.00	0.00	4,502.30	0.00	4,502.30	0.00	4,502.30	S/L	10.00
85	Equipment	596	W	EQUIPMENT	DISTILLATION UNIT WATER PU 2/25/14		5,918.62	0.00	0.00	2,022.19	591.86	2,614.05	3,304.57	3,304.57	S/L	10.00
86	Equipment	597	W	EQUIPMENT	ANALYZER CHLORINE	8/01/14	7,912.25	0.00	0.00	2,802.25	3,791.28	4,120.97	8.00		S/L	8.00
89	Equipment	605	W	EQUIPMENT	Fund #31 Water Storage Tanks 14-1	6/30/16	2,648,733.00	0.00	0.00	0.00	52,974.66	52,974.66	2,595,758.34	S/L	50.00	
101	Equipment	625	W	EQUIPMENT	Radio Read Meters	9/01/16	1,587,815.00	0.00c	0.00	0.00	132,317.92	132,317.92	1,455,497.08	S/L	10.00	
102	Equipment	626	W	EQUIPMENT	Backwash Pump Alt.	6/29/17	84,590.00	0.00c	0.00	0.00	0.00	0.00	84,590.00	S/L	8.00	
8	CIP	615	W	LINES	Brevard Academy Line Extension	6/30/16	175,401.00	0.00	0.00	0.00	0.00	0.00	175,401.00	Memo	0.00	
121	Plant and distribution sy	357	W	LINES	Infrastructure- Water Lines	1/01/76	25,296.81	0.00	0.00	20,490.44	505.94	20,996.38	4,300.43	S/L	50.00	
124	Plant and distribution sy	360	W	LINES	Infrastructure- Water Lines	1/01/77	5,562.35	0.00	0.00	4,394.27	111.25	4,505.52	1,056.83	S/L	50.00	
126	Plant and distribution sy	362	W	LINES	Infrastructure- Water Lines	1/01/78	2,444.32	0.00	0.00	1,882.15	48.89	1,931.04	513.28	S/L	50.00	
128	Plant and distribution sy	364	W	LINES	Infrastructure- Water Lines	1/01/79	3,848.13	0.00	0.00	2,886.12	76.96	2,963.08	885.05	S/L	50.00	
130	Plant and distribution sy	366	W	LINES	Infrastructure- Water Lines	1/01/80	18,732.59	0.00	0.00	13,674.80	374.65	14,049.45	4,683.14	S/L	50.00	
136	Plant and distribution sy	372	W	LINES	Infrastructure- Water Lines	1/01/81	6,466.19	0.00	0.00	3,531.54	99.48	3,631.02	2,835.17	S/L	65.00	
137	Plant and distribution sy	373	W	LINES	Infrastructure- Water Lines	1/01/81	14,852.20	0.00	0.00	8,111.60	228.50	8,340.10	6,512.10	S/L	65.00	
138	Plant and distribution sy	374	W	LINES	Infrastructure- Water Lines 8..	1/01/81	14,638.79	0.00	0.00	6,929.01	195.18	7,124.19	7,514.60	S/L	75.00	
139	Plant and distribution sy	375	W	LINES	Infrastructure- Water Lines	1/01/81	1,205.76	0.00	0.00	658.55	18.55	677.10	528.66	S/L	65.00	
141	Plant and distribution sy	377	W	LINES	Infrastructure- Cathey Crk Distrib.	1/01/81	964,901.00	0.00	0.00	526,984.61	14,844.63	541,829.04	423,071.96	S/L	65.00	
142	Plant and distribution sy	378	W	LINES	Infrastructure- New Water Lines 6 1	1/01/82	57,947.25	0.00	0.00	30,756.64	891.50	31,648.14	26,299.11	S/L	65.00	
143	Plant and distribution sy	379	W	LINES	Infrastructure- Water Lines 6..	1/01/82	6,976.14	0.00	0.00	3,702.74	107.33	3,810.07	3,166.07	S/L	65.00	
145	Plant and distribution sy	381	W	LINES	Infrastructure- Water Line 6 Inch	1/01/83	14,967.60	0.00	0.00	7,714.06	230.27	7,944.33	7,023.27	S/L	65.00	
146	Plant and distribution sy	382	W	LINES	Infrastructure- Water Line	1/01/83	1,435.68	0.00	0.00	1,435.68	0.00	1,435.68	0.00	S/L	10.00	
151	Plant and distribution sy	387	W	LINES	Infrastructure- Water Line 6 Inch	1/01/84	10,670.79	0.00	0.00	5,335.40	164.17	5,499.57	5,171.22	S/L	65.00	
156	Plant and distribution sy	392	W	LINES	Infrastructure- Water Lines	8/15/85	5,863.85	0.00	0.00	3,625.82	117.28	3,743.10	2,120.75	S/L	50.00	
160	Plant and distribution sy	396	W	LINES	Infrastructure- Water Lines 6 Inch	7/24/86	25,426.40	0.00	0.00	11,735.28	391.18	12,126.46	13,299.94	S/L	65.00	
161	Plant and distribution sy	397	W	LINES	Infrastructure- Water Lines	10/16/86	11,584.76	0.00	0.00	8,616.16	289.62	8,905.78	2,678.98	S/L	40.00	
166	Plant and distribution sy	402	W	LINES	Infrastructure- Water Lines 6 Inch	3/09/87	8,760.00	0.00	0.00	3,953.24	134.77	4,088.01	4,671.99	S/L	65.00	
182	Plant and distribution sy	418	W	LINES	Infrastructure- Water Lines	6/30/88	8,158.44	0.00	0.00	4,582.33	163.17	4,745.50	3,412.94	S/L	50.00	
187	Plant and distribution sy	423	W	LINES	Infrastructure- Water Lines & Taps	12/31/89	1,806.04	0.00	0.00	1,806.04	0.00	1,806.04	0.00	S/L	20.00	
193	Plant and distribution sy	429	W	LINES	Infrastructure- Piping Ductile Iron	2/27/92	2,223.00	0.00	0.00	1,085.57	44.46	1,130.03	1,092.97	S/L	50.00	
196	Plant and distribution sy	432	W	LINES	Infrastructure- Valves Tapping 6 In	9/28/95	915.00	0.00	0.00	381.25	18.30	399.55	515.45	S/L	50.00	
197	Plant and distribution sy	433	W	LINES	Infrastructure- Piping P.V.C. 12 In	9/28/95	1,140.75	0.00	0.00	1,140.75	0.00	1,140.75	0.00	S/L	20.00	
198	Plant and distribution sy	434	W	LINES	Infrastructure- Water Line Extension	10/19/95	8,409.82	0.00	0.00	3,490.09	168.20	3,658.29	4,751.53	S/L	50.00	
237	Plant and distribution sy	473	W	LINES	Infrastructure - GAIA Herbs Water L	1/01/08	115,833.00	0.00	0.00	19,691.61	2,316.66	22,008.27	93,824.73	S/L	50.00	
245	Plant and distribution sy	481	W	LINES	BROAD RIVER TERRACE (WAT	6/30/13	250,000.00	0.00	0.00	15,416.67	5,000.00	20,416.67	229,583.33	S/L	50.00	
157	Plant and distribution sy	393	W	OTHER	Infrastructure- Hydrant	8/19/85	807.62	0.00	0.00	807.62	0.00	807.62	0.00	S/L	10.00	
199	Plant and distribution sy	435	W	OTHER	Infrastructure- Yokes 3/4 Inch 4 Ea	11/08/95	376.80	0.00	0.00	155.75	7.54	163.29	213.51	S/L	50.00	
200	Plant and distribution sy	436	W	OTHER	Infrastructure- Manholes Materials	1/11/96	1,038.98	0.00	0.00	425.97	20.78	446.75	592.23	S/L	50.00	
201	Plant and distribution sy	437	W	OTHER	Infrastructure- Clean Stone Commer	5/16/96	46.84	0.00	0.00	46.84	0.00	46.84	0.00	S/L	10.00	
223	Plant and distribution sy	459	W	OTHER	Infrastructure- Level Transmitter	3/05/00	912.30	0.00	0.00	912.30	0.00	912.30	0.00	S/L	5.00	
225	Plant and distribution sy	461	W	OTHER	Infrastructure- SCADA Module & M	4/13/00	571.92	0.00	0.00	571.92	0.00	571.92	0.00	S/L	5.00	
226	Plant and distribution sy	462	W	OTHER	Infrastructure- Scada System-Modu	3/01/01	10,949.95	0.00	0.00	10,949.95	0.00	10,949.95	0.00	S/L	5.00	
229	Plant and distribution sy	465	W	OTHER	Infrastructure- Manholes 665 Waste	6/07/02	15,872.74	0.00	0.00	4,470.82	317.45	4,788.27	11,084.47	S/L	50.00	
112	Plant and distribution sy	348	W	PS	Building- Pump Station #3	1/01/73	10,000.00	0.00	0.00	8,700.02	200.00	8,900.02	1,099.98	S/L	50.00	
113	Plant and distribution sy	349	W	PS	Infrastructure- Pump Station	1/01/75	8,677.10	0.00	0.00	5,540.00	133.49	5,673.49	3,003.61	S/L	65.00	
186	Plant and distribution sy	422	W	PS	Infrastructure- Pump Station	1/01/89	22,083.69	0.00	0.00	9,343.09	339.75	9,682.84	12,400.85	S/L	65.00	
190	Plant and distribution sy	426	W	PS	Infrastructure- Pump Station	1/01/90	40,871.52	0.00	0.00	16,663.01	628.79	17,291.80	23,579.72	S/L	65.00	
202	Plant and distribution sy	438	W	PS	Infrastructure- Pump Station	1/01/97	75,042.75	0.00	0.00	22,512.83	1,154.50	23,667.33	51,375.42	S/L	65.00	
217	Plant and distribution sy	453	W	PS	Infrastructure- Pump Station #2	1/01/00	67,624.66	0.00	0.00	17,166.26	1,040.38	18,206.64	49,418.02	S/L	65.00	
218	Plant and distribution sy	454	W	PS	Infrastructure- Pump Station #3	1/01/00	28,016.05	0.00	0.00	7,111.77	431.02	7,542.79	20,473.26	S/L	65.00	
220	Plant and distribution sy	456	W	PS	Infrastructure- Pump Station #1	1/01/00	67,624.66	0.00	0.00	17,166.26	1,040.38	18,206.64	49,418.02	S/L	65.00	
5	CIP	602	S	LS	Fund #31 Neely Road Tank Project	6/30/15	1,863,236.00	0.00	0.00	0.00	0.00	0.00	1,863,236.00	Memo	0.00	
10	CIP	624	S	LS	Fund #31 Neely Road Tank Project	6/30/17	8,971,194.00	0.00c	0.00	0.00	0.00	0.00	8,971,194.00	Memo	0.00	
114	Plant and distribution sy	350	W	TANK	Infrastructure- Water Tank	1/01/75	131,754.33	0.00	0.00	84,120.07	2,026.99	86,147.06	45,607.27	S/L	65.00	
185	Plant and distribution sy	421	W	TANK	Infrastructure- Water Tank	1/01/89	83,105.87	0.00	0.00	35,160.18	1,278.55	36,438.73	46,667.14	S/L	65.00	
219	Plant and distribution sy	455	W	TANK	Infrastructure- Water Tank 100 000	1/01/00	101,648.84	0.00	0.00	25,803.16	1,563.83	27,366.99	74,281.85	S/L	65.00	
221	Plant and distribution sy	457	W	TANK	Infrastructure- Water Tank 100 000	1/01/00	101,648.84	0.00	0.00	25,803.16	1,563.83	27,366.99	74,281.85	S/L	65.00	
242	Plant and distribution sy	478	W	TANK	WATER TANK TOP REHAB AT W 6/30/13		180,801.00	0.00	0.00	11,149.40	3,616.02	14,765.42	166,035.58	S/L	65.00	
243	Plant and distribution sy	479	W	TANK	BURRELL MTN TANK BOOSTER	6/30/13	38,167.00	0.00	0.00	2,353.63	763.34	3,116.97	35,050.03	S/L	50.00	
1	Buildings and infrastruc	606	W	WTP	FY 16 Water Treatment Plant Impro	2/03/16	104,274.00	0.00	0.00	1,448.25	3,475.80	4,924.05	99,349.95	S/L	30.00	
2	Buildings and infrastruc	619	W	WTP	WATER TREATMENT PLANT IM	1/18/17	148,650.00	0.00c	0.00	0.00	2,064.58	2,064.58	146,585.42	S/L	30.00	
111	Plant and distribution sy	347	W	WTP	Building- Water Reservoir	1/01/61	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	0.00	S/L	50.00	
115	Plant and distribution sy	351	W	WTP	Infrastructure- Underground Contro	1/01/75	4,130.65	0.00	0.00	2,637.26	63.55	2,700.81	1,429.84	S/L	65.00	
116	Plant and distribution sy	352	W	WTP	Infrastructure- Clearwell No. 1	1/01/75	233,332.67	0.00	0.00	148,973.96	3,589.73	152,563.69	80,768.98	S/L	65.00	
117	Plant and distribution sy	353	W	WTP	Infrastructure- Clearwell No. 1	1/01/75	233,332.67	0.00	0.00	148,973.96	3,589.73	152,563.69	80,768.98	S/L	65.00	
140	Plant and distribution sy	376	W	WTP	Building- Water Treatment Plant	1/01/81	2,472,651.50	0.00	0.00	1,310,136.25	36,905.25	1,347,041.50	1,125,610.00	S/L	67.00	
144	Plant and distribution sy	380	W	WTP	Building- Water Treatment Plant L..	1/01/83	39,910.00	0.00	0.00	39,910.00	0.00	39,910.00	0.00	S/L	30.00	
167	Plant and distribution sy	403	W	WTP	Building- Steam Gauge WTP	3/12/87	3,650.00	0.00	0.00	3,650.00	0.00	3,650.00	0.00	S/L	10.00	
205	Plant and distribution sy	441	W	WTP	Building- Water Treatment Plant Im	2/24/98	227,846.00	0.00	0.00	83,923.27	4,556.92	88,480.19	139,365.81	S/L	50.00	
209	Plant and distribution sy	445	W	WTP	Infrastructure- Chlorine Distribution	4/01/99	15,191.37	0.00	0.00	15,191.37	0.00	15,191.37	0.00	S/L	10.00	
210	Plant and distribution sy	446	W	WTP	Infrastructure- Double Walls Tank	6/30/99	6,041.22	0.00	0.00	6,041.22	0.00	6,041.22	0.00	S/L	10.00	
211	Plant and distribution sy	447	W	WTP	Infrastructure- Chemical Feed Pump	8/22/99	1,750.00	0.00	0.00	1,750.00</						

49	Equipment	560	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
50	Equipment	561	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
51	Equipment	562	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
52	Equipment	563	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
53	Equipment	564	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
54	Equipment	565	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
55	Equipment	566	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
56	Equipment	567	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
57	Equipment	568	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
58	Equipment	569	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
59	Equipment	570	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
60	Equipment	571	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
61	Equipment	572	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
62	Equipment	573	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
63	Equipment	574	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
64	Equipment	575	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
65	Equipment	576	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
66	Equipment	577	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
67	Equipment	578	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
68	Equipment	579	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
69	Equipment	580	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
70	Equipment	581	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
71	Equipment	582	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
72	Equipment	583	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
73	Equipment	584	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
74	Equipment	585	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
75	Equipment	586	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
76	Equipment	587	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
77	Equipment	588	S	EQUIPMENT	SEWER CLEANER TRAILER MO	10/27/03	200,000.00	0.00	0.00	183,333.33	13,333.33	196,666.66	3,333.34	S/L	15.00
80	Equipment	591	S	EQUIPMENT	PUMP HYDRAULIC WASTE WA	8/14/10	12,250.00	0.00	0.00	8,472.91	1,225.00	9,697.91	2,552.09	S/L	10.00
87	Equipment	598	S	EQUIPMENT	PUMP HYDRAULIC WASTE WA	4/01/15	14,512.75	0.00	0.00	2,176.92	1,451.28	3,628.20	10,884.55	S/L	10.00
88	Equipment	603	S	EQUIPMENT	Fund 31 Sewer Upgrade Project FY	6/30/16	1,741,790.00	0.00	0.00	0.00	34,835.80	34,835.80	1,706,954.20	S/L	50.00
90	Equipment	608	S	EQUIPMENT	RBC Units	8/26/15	157,070.00	0.00	0.00	4,363.06	5,235.67	9,598.73	147,471.27	S/L	30.00
92	Equipment	610	S	EQUIPMENT	Sewer Remote Camera	1/13/16	29,733.49	0.00	0.00	1,858.34	3,716.69	5,575.03	24,158.46	S/L	8.00
6	CIP	604	S	LINES	Fund #31 King Creek Sewer (all pha	6/30/15	489,871.00	0.00	0.00	0.00	0.00	0.00	489,871.00	Memo	0.00
9	CIP	623	S	LINES	Fund #31 King Creed Sewer (all ph)	6/30/17	1,728,051.00	0.00c	0.00	0.00	0.00	0.00	1,728,051.00	Memo	0.00
122	Plant and distribution sy	358	S	LINES	Infrastructure- Sewer Lines	1/01/76	29,841.70	0.00	0.00	24,171.79	596.83	24,768.62	5,073.08	S/L	50.00
123	Plant and distribution sy	359	S	LINES	Infrastructure- Sewer Lines	1/01/76	5,132.59	0.00	0.00	4,137.39	102.65	4,260.04	872.55	S/L	50.00
125	Plant and distribution sy	361	S	LINES	Infrastructure- Sewer Lines	1/01/77	12,640.45	0.00	0.00	9,985.95	252.81	10,238.76	2,401.69	S/L	50.00
127	Plant and distribution sy	363	S	LINES	Infrastructure- Sewer Capital Improv	1/01/78	1,984.43	0.00	0.00	1,528.02	39.69	1,567.71	416.72	S/L	50.00
129	Plant and distribution sy	365	S	LINES	Infrastructure- Sewer Lines	1/01/79	789.35	0.00	0.00	592.02	15.79	607.81	181.54	S/L	50.00
131	Plant and distribution sy	367	S	LINES	Infrastructure- Sewer Lines	1/01/80	1,788.95	0.00	0.00	1,305.94	35.78	1,341.72	447.23	S/L	50.00
147	Plant and distribution sy	383	S	LINES	Infrastructure- Sewer Line	1/01/83	1,190.86	0.00	0.00	613.73	18.32	632.05	558.81	S/L	65.00
148	Plant and distribution sy	384	S	LINES	Infrastructure- Sewer Lines	1/01/83	3,035.78	0.00	0.00	1,564.58	46.70	1,611.28	1,424.50	S/L	65.00
149	Plant and distribution sy	385	S	LINES	Infrastructure- Sewer Lines	1/01/83	15,848.79	0.00	0.00	8,168.24	243.83	8,412.07	7,436.72	S/L	65.00
152	Plant and distribution sy	388	S	LINES	Infrastructure- Sewer Lines	1/01/84	14,422.90	0.00	0.00	9,374.90	288.46	9,663.36	4,759.54	S/L	50.00
154	Plant and distribution sy	390	S	LINES	Infrastructure- Sewer Lines	1/01/85	92,664.46	0.00	0.00	58,378.62	1,853.29	60,231.91	32,432.55	S/L	50.00
158	Plant and distribution sy	394	S	LINES	Infrastructure- Sewer Lines	1/01/86	95,468.05	0.00	0.00	58,235.50	1,909.36	60,144.86	35,323.19	S/L	50.00
162	Plant and distribution sy	398	S	LINES	Infrastructure- Sewer Line 8 Inch	1/01/86	1,595.70	0.00	0.00	730.35	24.55	754.90	840.80	S/L	65.00
163	Plant and distribution sy	399	S	LINES	Infrastructure- Sewer Lines 8 Inch	10/30/86	23,565.00	0.00	0.00	10,785.51	362.54	11,148.05	12,416.95	S/L	65.00
165	Plant and distribution sy	401	S	LINES	Infrastructure- Sewer Lines 15 Inch	1/15/87	8,790.15	0.00	0.00	3,989.36	135.23	4,124.59	4,665.56	S/L	65.00
168	Plant and distribution sy	404	S	LINES	Infrastructure- Design of Sewer Line	4/09/87	1,051.59	0.00	0.00	473.22	16.18	489.40	562.19	S/L	65.00
171	Plant and distribution sy	407	S	LINES	Infrastructure- Sewer Line 15 Inch	6/09/87	7,710.00	0.00	0.00	3,449.73	118.62	3,568.35	4,141.65	S/L	65.00
176	Plant and distribution sy	412	S	LINES	Infrastructure- Sewer Lines	10/23/87	35.00	0.00	0.00	15.49	0.54	16.03	18.97	S/L	65.00
178	Plant and distribution sy	414	S	LINES	Infrastructure- Sewer Lines SB2	5/09/88	173,548.19	0.00	0.00	75,204.22	2,669.97	77,874.19	95,674.00	S/L	65.00
180	Plant and distribution sy	416	S	LINES	Infrastructure- Sewer Lines SB2	6/22/88	217,556.10	0.00	0.00	93,995.40	3,347.02	97,342.42	120,213.68	S/L	65.00
188	Plant and distribution sy	424	S	LINES	Infrastructure- Sewer Pipe Etc.	12/31/89	11,693.44	0.00	0.00	6,217.02	233.87	6,450.89	5,242.55	S/L	50.00
189	Plant and distribution sy	425	S	LINES	Infrastructure- Sewer Line 10 Inch	12/31/89	480.00	0.00	0.00	255.20	9.60	264.80	215.20	S/L	50.00
195	Plant and distribution sy	431	S	LINES	Infrastructure- Sewer Extension	6/23/95	7,181.79	0.00	0.00	3,028.34	143.64	3,171.98	4,009.81	S/L	50.00
238	Plant and distribution sy	474	S	LINES	Sewer Line Rehab Gallimore Road	1/01/08	423,320.00	0.00	0.00	71,964.40	8,466.40	80,430.80	342,889.20	S/L	50.00
239	Plant and distribution sy	475	S	LINES	Gallimore Rd Force Main Rehab	6/30/09	265,000.00	0.00	0.00	37,541.67	5,300.00	42,841.67	222,158.33	S/L	50.00
241	Plant and distribution sy	477	S	LINES	Balance of Gallimore Rd Force Mai	7/01/10	148,175.22	0.00	0.00	22,986.12	4,939.17	27,925.29	120,249.93	S/L	30.00
249	Plant and distribution sy	485	S	LINES	BRUSHY CREEK SEWER PROJE	6/30/13	594,017.00	0.00	0.00	36,631.05	11,880.34	48,511.39	545,505.61	S/L	50.00
108	Plant and distribution sy	344	S	LS	Infrastructure- Lift Station	1/01/60	22,408.49	0.00	0.00	19,478.13	344.75	19,822.88	2,585.61	S/L	65.00
109	Plant and distribution sy	345	S	LS	Infrastructure- Wet Well	1/01/60	5,701.92	0.00	0.00	4,956.31	87.72	5,044.03	657.89	S/L	65.00
110	Plant and distribution sy	346	S	LS	Infrastructure- Pit	1/01/60	7,081.44	0.00	0.00	6,155.43	108.95	6,264.38	817.06	S/L	65.00
119	Plant and distribution sy	355	S	LS	Infrastructure- Lift Station	1/01/75	21,888.22	0.00	0.00	13,974.77	336.74	14,311.51	7,576.71	S/L	65.00
132	Plant and distribution sy	368	S	LS	Infrastructure- Lift Station	1/01/80	11,949.89	0.00	0.00	6,710.33	183.84	6,894.17	5,055.72	S/L	65.00
133	Plant and distribution sy	369	S	LS	Infrastructure- Lift Station	1/01/80	6,023.09	0.00	0.00	3,382.19	92.66	3,474.85	2,548.24	S/L	65.00
134	Plant and distribution sy	370	S	LS	Infrastructure- Lift Station	1/01/80	11,292.65	0.00	0.00	6,341.27	173.73	6,515.00	4,777.65	S/L	65.00
159	Plant and distribution sy	395	S	LS	Infrastructure- Lift Station	1/01/86	57,684.26	0.00	0.00	27,067.24	887.45	27,954.69	29,729.57	S/L	65.00
164	Plant and distribution sy	400	S	LS	Infrastructure- Lift Station	1/01/87	49,664.29	0.00	0.00	22,539.96	764.07	23,304.03	26,360.26	S/L	65.00
191	Plant and distribution sy	427	S	LS	Infrastructure- Lift Station	1/01/90	16,920.96	0.00	0.00	6,898.53	260.32	7,158.85	9,762.11	S/L	65.00
203	Plant and distribution sy	439	S	LS	Infrastructure- Lift Station	1/01/97	21,527.10	0.00	0.00	6,458.15	331.19	6,789.34	14,737.76	S/L	65.00
208	Plant and distribution sy	444	S	LS	Infrastructure- Lift Station	1/01/99	29,698.13	0.00	0.00	7,995.64	456.89	8,452.53	21,245.60	S/L	65.00
227	Plant and distribution sy	463	S	LS	Infrastructure- Grinder-Ductile Iron	6/28/01	29,506.00	0.00	0.00	29,506.00	0.00	29,506.00	0.00	S/L	10.00
228	Plant and distribution sy	464	S	LS	Infrastructure- Lift Station	1/01/02	25,858.58	0.00	0.00	5,768.44	397.82	6,166.26	19,692.32	S/L	65.00
234	Plant and distribution sy	470	S	LS	Infrastructure- Lift Station	7/01/05	75,000.00	0.00	0.00	12,692.32	1,153.85	13,846.17	61,153.83	S/L	65.00
235	Plant and distribution sy	471	S	LS	Infrastructure- Lift Station	1/01/06	75,000.00	0.00	0.00						

246	Plant and distribution sy	482	S	WWTP	SEPTAGE FACILITY AT WWPT	6/30/13	148,725.00	0.00	0.00	9,171.38	2,974.50	12,145.88	136,579.12	S/L	50.00
248	Plant and distribution sy	484	S	WWTP	BELT PRESS AT WWPT	6/30/13	1,248,433.00	0.00	0.00	76,986.70	24,968.66	101,955.36	1,146,477.64	S/L	50.00
250	Plant and distribution sy	486	S	WWTP	CONVEYOR 44R FOR SCREENS	4/21/14	27,022.00	0.00	0.00	3,039.98	1,351.10	4,391.08	22,630.92	S/L	20.00
252	Plant and distribution sy	488	S	WWTP	BUILDING WASTE TREATMENT	5/17/14	10,562.00	0.00	0.00	1,525.62	704.13	2,229.75	8,332.25	S/L	15.00
12	Equipment	523	B	EQUIPMENT	LOCATOR PIPE & CABLE	1/01/76	500.00	0.00	0.00	500.00	0.00	500.00	0.00	S/L	10.00
14	Equipment	525	B	EQUIPMENT	BALANCE SCIENTIFIC	1/01/77	1,875.00	0.00	0.00	1,875.00	0.00	1,875.00	0.00	S/L	10.00
15	Equipment	526	B	EQUIPMENT	GENERATOR 300 KW	1/01/79	51,570.80	0.00	0.00	51,570.80	0.00	51,570.80	0.00	S/L	10.00
16	Equipment	527	B	EQUIPMENT	AUTOCCLAVE	1/01/80	550.00	0.00	0.00	550.00	0.00	550.00	0.00	S/L	10.00
17	Equipment	528	B	EQUIPMENT	MICROSCOPE MONOCULAR E	1/01/80	365.00	0.00	0.00	365.00	0.00	365.00	0.00	S/L	10.00
18	Equipment	529	B	EQUIPMENT	MICROSCOPE BINOCULAR EL	7/02/87	600.00	0.00	0.00	600.00	0.00	600.00	0.00	S/L	10.00
20	Equipment	531	B	EQUIPMENT	FORKLIFT ELECTRIC	11/17/94	7,500.00	0.00	0.00	7,500.00	0.00	7,500.00	0.00	S/L	10.00
24	Equipment	535	B	EQUIPMENT	AC REFRIGERANT SYSTEM	2/21/95	5,732.00	0.00	0.00	5,732.00	0.00	5,732.00	0.00	S/L	15.00
25	Equipment	536	B	EQUIPMENT	AUTOCCLAVE	8/14/95	6,187.93	0.00	0.00	6,187.93	0.00	6,187.93	0.00	S/L	10.00
26	Equipment	537	B	EQUIPMENT	WASHER LABORATORY	1/11/96	5,046.65	0.00	0.00	5,046.65	0.00	5,046.65	0.00	S/L	10.00
27	Equipment	538	B	EQUIPMENT	TRAILER CARRIER	3/06/96	5,975.00	0.00	0.00	5,975.00	0.00	5,975.00	0.00	S/L	10.00
28	Equipment	539	B	EQUIPMENT	PUMP HYDRO STATIC TEST	1/01/98	4,684.97	0.00	0.00	4,684.97	0.00	4,684.97	0.00	S/L	10.00
29	Equipment	540	B	EQUIPMENT	TRAILER JET MACHINE	12/10/98	23,700.00	0.00	0.00	23,700.00	0.00	23,700.00	0.00	S/L	10.00
30	Equipment	541	B	EQUIPMENT	DITCH DIGGER	3/23/00	12,425.00	0.00	0.00	12,425.00	0.00	12,425.00	0.00	S/L	10.00
31	Equipment	542	B	EQUIPMENT	SAW BAND METAL V-SPEED	1/01/01	5,958.12	0.00	0.00	6,156.73	0.00	6,156.73	-198.61	S/L	15.00
32	Equipment	543	B	EQUIPMENT	BACKHOE	3/01/01	59,167.62	0.00	0.00	59,167.62	0.00	59,167.62	0.00	S/L	10.00
34	Equipment	545	B	EQUIPMENT	TOOL POWER PAC	1/01/02	4,853.51	0.00	0.00	4,853.51	0.00	4,853.51	0.00	S/L	10.00
35	Equipment	546	B	EQUIPMENT	PROBE SUBMERGED FLOW LO	1/01/02	4,853.51	0.00	0.00	4,853.51	0.00	4,853.51	0.00	S/L	10.00
36	Equipment	547	B	EQUIPMENT	PROBE SUBMERGED FLOW LO	1/01/02	4,853.51	0.00	0.00	4,853.51	0.00	4,853.51	0.00	S/L	10.00
37	Equipment	548	B	EQUIPMENT	COMPUTER MAINFRAME	5/20/02	13,000.00	0.00	0.00	13,000.00	0.00	13,000.00	0.00	S/L	5.00
38	Equipment	549	B	EQUIPMENT	CONVEYOR COMPACTOR	11/07/02	43,980.00	0.00	0.00	43,002.66	977.34	43,980.00	0.00	S/L	15.00
41	Equipment	552	B	EQUIPMENT	LOADER FRONT END BACKHO	1/01/03	56,931.08	0.00	0.00	56,931.08	0.00	56,931.08	0.00	S/L	10.00
78	Equipment	589	B	EQUIPMENT	AIR COMPRESSOR STATIONAR	3/24/05	11,325.00	0.00	0.00	12,929.38	0.00	12,929.38	-1,604.38	S/L	10.00
79	Equipment	590	B	EQUIPMENT	GENERATOR 300 KW	6/17/09	14,531.00	0.00	0.00	11,745.89	1,453.10	13,198.99	1,332.01	S/L	10.00
81	Equipment	592	B	EQUIPMENT	GENERATOR 300 KW	2/18/11	13,697.82	0.00	0.00	8,789.43	1,369.78	10,159.21	3,538.61	S/L	10.00
82	Equipment	593	B	EQUIPMENT	TRAILER JET MACHINE	3/16/11	24,703.42	0.00	0.00	-3,898.97	2,470.34	-1,428.63	26,132.05	S/L	10.00
83	Equipment	594	B	EQUIPMENT	COMPUTER W/ MONITOR	8/30/13	11,801.40	0.00	0.00	4,622.22	1,180.14	5,802.36	5,999.04	S/L	10.00
84	Equipment	595	B	EQUIPMENT	AUTOMOBILE	9/25/13	26,998.75	0.00	0.00	12,935.89	3,374.84	16,310.73	10,688.02	S/L	8.00
91	Equipment	609	B	EQUIPMENT	Refrigerated Sampler	9/09/15	5,296.80	0.00	0.00	551.75	662.10	1,213.85	4,082.95	S/L	8.00
93	Equipment	611	B	EQUIPMENT	Signature Area Velocity Flow Meter	6/30/16	12,463.37	0.00	0.00	0.00	1,557.92	1,557.92	10,905.45	S/L	8.00
94	Equipment	612	B	EQUIPMENT	Air Compressor	6/29/16	5,499.99	0.00	0.00	0.00	687.50	687.50	4,812.49	S/L	8.00
95	Equipment	613	B	EQUIPMENT	Computer Equipment	5/18/16	42,400.00	0.00	0.00	353.33	4,240.00	4,593.33	37,806.67	S/L	10.00
96	Equipment	616	B	EQUIPMENT	GENERATOR, 40 KW	10/19/16	26,280.00	0.00	0.00	0.00	2,190.00	2,190.00	24,090.00	S/L	8.00
97	Equipment	617	B	EQUIPMENT	BACKHOE	3/15/17	95,710.00	0.00	0.00	0.00	3,190.33	3,190.33	92,519.67	S/L	10.00
98	Equipment	618	B	EQUIPMENT	LOADER, FRONT END, BACKHO	8/03/16	37,316.00	0.00	0.00	0.00	3,420.63	3,420.63	33,895.37	S/L	10.00
99	Equipment	621	B	EQUIPMENT	John Deere Z915E	5/17/17	6,819.93	0.00	0.00	0.00	71.04	71.04	6,748.89	S/L	8.00
100	Equipment	622	B	EQUIPMENT	John Deere Z915E	5/17/17	6,819.93	0.00	0.00	0.00	71.04	71.04	6,748.89	S/L	8.00
103	Land	599	B	LAND	Land	1/01/30	199,922.00	0.00	0.00	0.00	0.00	0.00	199,922.00	Memo	0.00
104	Land	600	B	LAND	Land	1/01/30	12,969.00	0.00	0.00	0.00	0.00	0.00	12,969.00	Memo	0.00
172	Plant and distribution sy	408	B	LINES	Infrastructure- Water & Sewer Lines	6/30/87	207,448.20	0.00	0.00	92,819.76	3,191.51	96,011.27	111,436.93	S/L	65.00
173	Plant and distribution sy	409	B	LINES	Infrastructure- Lambs Creek Project	6/30/87	6,535.00	0.00	0.00	2,923.99	100.54	3,024.53	3,510.47	S/L	65.00
174	Plant and distribution sy	410	B	LINES	Infrastructure- Water & Sewer Lines	6/30/87	57,533.05	0.00	0.00	25,742.34	885.12	26,627.46	30,905.59	S/L	65.00
181	Plant and distribution sy	417	B	LINES	Infrastructure- Motel Utilities Projec	6/30/88	81,099.08	0.00	0.00	35,038.53	1,247.66	36,286.19	44,811.89	S/L	65.00
194	Plant and distribution sy	430	B	LINES	Infrastructure- Forest Gate Utilities	7/01/93	810,639.83	0.00	0.00	372,894.33	16,212.80	389,107.13	421,532.70	S/L	50.00
206	Plant and distribution sy	442	B	LINES	Infrastructure- Annexed Utilities Ca	5/20/98	1,060,625.34	0.00	0.00	385,360.54	21,212.51	406,573.05	654,052.29	S/L	50.00
230	Plant and distribution sy	466	B	LINES	Infrastructure- Pisgah Forest Annex	7/01/02	1,883,536.87	0.00	0.00	527,390.32	37,670.74	565,061.06	1,318,475.81	S/L	50.00
118	Plant and distribution sy	354	B	OTHER	Infrastructure- Pre-1975 Water & Se	1/01/75	1,232,293.38	0.00	0.00	1,022,803.51	24,645.87	1,047,449.38	184,844.00	S/L	50.00
155	Plant and distribution sy	391	B	OTHER	Building- Paved Parking Area	1/01/85	3,225.00	0.00	0.00	3,225.00	0.00	3,225.00	0.00	S/L	10.00
177	Plant and distribution sy	413	B	OTHER	Building- Landscaping	4/01/88	849.00	0.00	0.00	849.00	0.00	849.00	0.00	S/L	10.00
192	Plant and distribution sy	428	B	OTHER	Building- Utility Shed	1/24/91	11,229.11	0.00	0.00	11,229.11	0.00	11,229.11	0.00	S/L	15.00
204	Plant and distribution sy	440	B	OTHER	Infrastructure- Design for Lead & C	6/30/97	11,833.10	0.00	0.00	11,833.10	0.00	11,833.10	0.00	S/L	10.00
207	Plant and distribution sy	443	B	OTHER	Building- Utility	8/20/98	2,800.00	0.00	0.00	2,800.00	0.00	2,800.00	0.00	S/L	15.00
222	Plant and distribution sy	458	B	OTHER	Infrastructure- Three NEMA Enclos	1/20/00	581.77	0.00	0.00	581.77	0.00	581.77	0.00	S/L	5.00
224	Plant and distribution sy	460	B	OTHER	Building- Masonry Sound Walls	4/06/00	4,800.00	0.00	0.00	4,800.00	0.00	4,800.00	0.00	S/L	15.00
231	Plant and distribution sy	467	B	OTHER	Infrastructure- GEO Database-Maps	11/14/02	16,130.00	0.00	0.00	14,696.22	1,075.33	15,771.55	358.45	S/L	15.00
232	Plant and distribution sy	468	B	OTHER	Infrastructure- Electrical Labor & M	1/15/03	9,175.00	0.00	0.00	1,848.70	136.94	1,985.64	7,189.36	S/L	67.00
247	Plant and distribution sy	483	B	OTHER	S. FRENCH BROAD STORMWAT	6/30/13	51,113.00	0.00	0.00	3,151.97	1,022.26	4,174.23	46,938.77	S/L	50.00
253	Plant and distribution sy	489	B	OTHER	Building- Public Works Old Duke E	12/09/14	291,737.80	0.00	0.00	9,238.37	5,834.76	15,073.13	276,664.67	S/L	50.00
255	Vehicle	491	B	VEHICLES	TRUCK PICK-UP	5/27/81	6,431.45	0.00	0.00	6,431.45	0.00	6,431.45	0.00	S/L	8.00
256	Vehicle	492	B	VEHICLES	TRUCK PICK-UP	9/24/82	6,764.00	0.00	0.00	6,764.00	0.00	6,764.00	0.00	S/L	8.00
257	Vehicle	493	B	VEHICLES	TRUCK PICK-UP	5/14/87	13,340.43	0.00	0.00	13,340.43	0.00	13,340.43	0.00	S/L	8.00
258	Vehicle	494	B	VEHICLES	TRUCK DUMP	1/01/92	23,925.43	0.00	0.00	23,925.43	0.00	23,925.43	0.00	S/L	8.00
259	Vehicle	495	B	VEHICLES	TRUCK PICK-UP	3/17/94	9,415.10	0.00	0.00	9,415.10	0.00	9,415.10	0.00	S/L	8.00
260	Vehicle	496	B	VEHICLES	TRUCK PICK-UP	3/17/94	13,126.28	0.00	0.00	13,126.28	0.00	13,126.28	0.00	S/L	8.00
261	Vehicle	497	B	VEHICLES	TRUCK PICK-UP	2/01/96	16,715.00	0.00	0.00	16,715.00	0.00	16,715.00	0.00	S/L	8.00
262	Vehicle	498	B	VEHICLES	TRUCK UTILITY BED	6/25/98	22,954.00	0.00	0.00	22,954.00	0.00	22,954.00	0.00	S/L	8.00
263	Vehicle	499	B	VEHICLES	TRUCK UTILITY BED	6/25/98	22,954.00	0.00	0.00	22,954.00	0.00	22,954.00	0.00	S/L	8.00
264	Vehicle	500	B	VEHICLES	TRUCK PICK-UP	5/28/99	18,935.00	0.00	0.00	18,935.00	0.00	18,935.00	0.00	S/L	8.00
265	Vehicle	501	B	VEHICLES	TRUCK DUMP	6/08/00	44,820.00	0.00	0.00	44,820.00	0.00	44,820.00	0.00	S/L	8.00
266	Vehicle	502	B	VEHICLES	TRUCK DUMP	6/28/01	42,292.00	0.00	0.00	42,292.00	0.00	42,292.00	0.00	S/L	8.00
267	Vehicle	503	B	VEHICLES	TRUCK DUMP	6/28/01	38,990.00	0.00	0.00	38,990.00	0.00	38,990.00	0.00	S/L	8.00
268	Vehicle	504	B	VEHICLES	TRUCK PICK-UP	6/30/02	16,350.72	0.00	0.00	16,350.72	0.00	16,350.72	0.00	S/L	8.00
269	Vehicle	505	B	VEHICLES	TRUCK PICK-UP	9/30/04	12,530.00	0.00	0.00	12,530.00	0.00	12,530.00	0.00	S/L	8.00
270	Vehicle	506	B	VEHICLES	VEHICLE ALL TERRAIN ATV	10/21/04	12,550.00	0.00	0.00	12,550.00	0.00	12,550.00	0.00	S/L	8.00
271	Vehicle	507	B	VEHICLES	TRUCK DUMP	2/10/05	25,288.00	0.00	0.00						

CAPITAL IMPROVEMENTS PLAN



Confidential & Proprietary

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City of Brevard, NC
Enterprise Fund Budget
Fiscal Year 2017-2018

EXPENDITURES

8140 Water Distribution System

8140.7300 Capital Outlay – Other Improvements

Budgeted Amount \$ -0-

8140.7400 Capital Outlay Equipment (>\$5,000)

Valve Insertion Equipment Package

Budgeted Amount \$ 80,000

8140 – Water Distribution System Departmental TOTAL \$ 592,559

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**City of Brevard, NC
Enterprise Fund Budget
Fiscal Year 2017-2018**

EXPENDITURES

8280 Sewer Collections Division

8280.5300 Dues and Subscriptions

NC AWWA Membership Operator Certification Fees NC Waterworks Operators Association CDL License Subscriptions, Books, Manuals
--

Budgeted Amount \$ 2,400

8280.5400 Insurance and Bonds

This line item covers the cost of a prorated portion of the property/general liability coverage as well as the applicable worker's compensation insurance.

Budgeted Amount \$ 13,700

8280.7300 Capital Outlay – Other Improvements

Budgeted Amount \$ 420,000

8280.7400 Capital Outlay – Equipment (>\$5,000)

Camera Truck Retrofit – Replace all equipment including generator, computer, software, and training
--

Budgeted Amount \$ 105,000

8280 – Sewer Collections Division Departmental TOTAL \$ 1,242,597

**City of Brevard, NC
Enterprise Fund Budget
Fiscal Year 2017-2018**

EXPENDITURES

8120 Water Treatment Facility

8120.7300 Capital Outlay – Other Improvement

Budgeted Amount \$ -0-

8120.7400 Capital Outlay – Equipment (>\$5,000)

Budgeted Amount \$ -0-

8120 – Water Treatment Facility Departmental TOTAL \$ 792,300

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**City of Brevard, NC
Enterprise Fund Budget
Fiscal Year 2017-2018**

EXPENDITURES

8220 Wastewater Treatment Facility

8220.5400 Insurance and Bonds

This line item covers the cost of a prorated portion of the property/general liability coverage as well as the applicable worker's compensation insurance.

Budgeted Amount \$ 12,050

8220.7300 Capital Outlay – Other Improvements

Replace Facility Entry Gate	8,500
Metal Storage Building	35,000
Replace Supernatant Return Pump Station	200,000

Budgeted Amount \$ 243,500

8220.7400 Capital Outlay – Equipment (>\$5,000)

Budgeted Amount \$ -0-

8220 – Wastewater Treatment Facility Dept. TOTAL \$ 1,647,142

WATER AND SEWER LINE DATA

DRAFT



Confidential & Proprietary

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BREVARD WATER SYSTEM
VALUE OF WATER LINES

INSTALL YEAR	DIAMETER	LENGTH	Rounded																		Current							
			0.75		1	1.25	1.5	2	2.5	3	4	6	8	10	12	14	16	18	24	36	42	Remaining	Remaining	Remaining	Value			
			\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$35.00	\$35.00	\$45.00	\$55.00	\$65.00	\$80.00	\$95.00	\$105.00	\$180.00	\$255.00	\$345.00	\$525.00	Unit cost	Total cost	Life	Age	life	life	life	
1977	6	11,093.42	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45.00	\$499,203.90	75	40	47%	35	40	\$232,961.82
1977	0.75	106,530	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$2,663,250.00	75	40	47%	35	40	\$1,242,850.00
1977	1	2,607.53	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$65,188.25	75	40	47%	35	40	\$30,421.18
1977	1.5	1,061.22	\$0	\$0	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$26,530.50	75	40	47%	35	40	\$12,380.90
1977	2	34,468.15	\$0	\$0	\$0	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$861,703.75	75	40	47%	35	40	\$402,128.42
1977	2.5	1,994.60	\$0	\$0	\$0	\$0	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$49,865.00	75	40	47%	35	40	\$23,270.33
1977	3	72.8	\$0	\$0	\$0	\$0	\$0	\$0	\$35	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35.00	\$2,548.00	75	40	47%	35	40	\$1,189.07
1977	4	17,015.70	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35.00	\$595,549.50	75	40	47%	35	40	\$277,923.10
1977	6	234,997.05	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45.00	\$10,574,867.25	75	40	47%	35	40	\$4,934,938.05
1977	8	49,642.08	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55.00	\$2,730,314.40	75	40	47%	35	40	\$1,274,146.72
1977	10	34,381.37	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65.00	\$2,234,789.05	75	40	47%	35	40	\$1,042,901.56
1977	12	25,900.08	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80	\$0	\$0	\$0	\$0	\$0	\$0	\$80.00	\$2,072,006.40	75	40	47%	35	40	\$966,936.32
1977	14	11,826.24	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$95	\$0	\$0	\$0	\$0	\$0	\$95.00	\$1,123,492.80	75	40	47%	35	40	\$524,296.64
1977	18	17,659.54	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$180	\$0	\$0	\$0	\$180.00	\$3,178,717.20	75	40	47%	35	40	\$1,483,401.36
\$12,449,745.47																												

BREVARD SEWER SYSTEM
VALUE OF SEWER GRAVITY AND FORCE MAINS

INSTALL YEAR	DIAMETER	LENGTH	0.75	1	1.25	1.5	2	2.5	3	4	6	8	10	12	14	18	20	21	24	27	30	42	Unit cost	Total cost	Life	Age	Rounded				Current Value
			\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$85.00	\$115.00	\$135.00	\$160.00	\$195.00	\$210.00	\$235.00	\$265.00	\$285.00	\$525.00					Remaining life	Remaining life	Remaining life		
1977	8	1,074.75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$80,606.25	75	40	47%	35	40		\$37,616.25
1977	6	1,514.58	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$113,593.50	75	40	47%	35	40		\$53,010.30
1977	8	409.73	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$30,729.75	75	40	47%	35	40		\$14,340.55
1977	8	12,947.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$971,025.00	75	40	47%	35	40		\$453,145.00
1977	8	288,659	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$21,649,425.00	75	40	47%	35	40		\$10,103,065.00
1977	12	637	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115.00	\$73,255.00	75	40	47%	35	40		\$34,185.67
1977	18	655	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160	\$0	\$0	\$0	\$0	\$0	\$0	\$160.00	\$104,800.00	75	40	47%	35	40		\$48,906.67
1977	24	1,892.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$235	\$0	\$0	\$0	\$235.00	\$444,620.00	75	40	47%	35	40		\$207,489.33
1977	4	764.13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$57,309.75	75	40	47%	35	40		\$26,744.55
1977	4	1,431.34	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$107,350.50	75	40	47%	35	40		\$50,096.90
1977	14	1,200.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$135	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$135.00	\$162,000.00	75	40	47%	35	40		\$75,600.00
1977	6	4,216.90	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$316,267.50	75	40	47%	35	40		\$147,591.50
1977	4	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$0.00	75	40	47%	35	40		\$0.00
1977	2	0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$0.00	75	40	47%	35	40		\$0.00
1977	4	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$0.00	75	40	47%	35	40		\$0.00
1977	4	7,748.21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$581,115.75	75	40	47%	35	40		\$271,187.35
1977	2	325.04	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$24,378.00	75	40	47%	35	40		\$11,376.40
1977	8	2,279.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$170,925.00	75	40	47%	35	40		\$79,765.00
1977	2	138.85	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$10,413.75	75	40	47%	35	40		\$4,859.75
1977	6	388.57	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$29,142.75	75	40	47%	35	40		\$13,599.95
1977	20	12,416.71	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$195	\$0	\$0	\$0	\$0	\$0	\$195.00	\$2,421,258.45	75	40	47%	35	40		\$1,129,920.61
1977	2	1,676.70	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$125,752.50	75	40	47%	35	40		\$58,684.50

PUMP STATIONS INSURANCE RECORDS

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Confidential & Proprietary

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Water Distribution Facilities											
Type	Address	Capacity (gal)	Type	Previous Total Insured Value	Building Value	Engineering etc. Cost	Total Building Value	Equipment Property	Engineering etc. Cost	Total Equipment	Total Insured Value
Reservoirs											
Burrell Mtn.	526 Burrell Road	100,000	Welded Steel	\$143,294	\$0	\$0	\$0	\$185,000	\$33,300	\$218,300	\$218,300
Main Reservoir #1	25 Reservoir Road	1,000,000	Concrete	\$798,116	\$0	\$0	\$0	\$1,000,000	\$180,000	\$1,180,000	\$1,180,000
Main Reservoir #2	25 Reservoir Road	1,000,000	Concrete	\$798,116	\$0	\$0	\$0	\$1,000,000	\$180,000	\$1,180,000	\$1,180,000
Deer Lake	518 Stone Drive	79,000	Bolted Steel	\$143,294	\$0	\$0	\$0	\$145,000	\$26,100	\$171,100	\$171,100
Wal-Mart	100 Forest Gate Center	244,000	Welded Steel	\$453,275	\$0	\$0	\$0	\$425,000	\$76,500	\$501,500	\$501,500
Straus Park	18 Elk Mtn Trail	100,000	Welded Steel	\$143,138	\$0	\$0	\$0	\$185,000	\$33,300	\$218,300	\$218,300
Hydro-Pneumatic Pump Stations											
Deer Lake #2	300 White Squirrel Lane	20 gpm*	2-300 gal	\$63,062	\$20,000	\$3,600	\$23,600	\$20,000	\$3,600	\$23,600	\$47,200
Eagle Point	200 Eagle Point Drive	20 gpm*	1,000 gal	\$83,045	\$30,000	\$5,400	\$35,400	\$60,000	\$10,800	\$70,800	\$106,200
Straus Park #3	18 Elk Mtn Trail	26 gpm	2-100 gal	\$36,305	\$15,000	\$2,700	\$17,700	\$20,000	\$3,600	\$23,600	\$41,300
Pump Stations											
Deer Lake #1	Deer Lake Road & Stone Drive	100 gpm		\$35,037	\$30,000	\$5,400	\$35,400	\$35,000	\$6,300	\$41,300	\$76,700
Straus Park #1	Pine Mtn & Stone Creek	150 gpm		\$90,523	\$60,000	\$10,800	\$70,800	\$45,000	\$8,100	\$53,100	\$123,900
Straus Park #2	Pine Mtn & Elk Mtn	150 gpm		\$90,523	\$60,000	\$10,800	\$70,800	\$45,000	\$8,100	\$53,100	\$123,900
Burrell Mtn.	25 Reservoir Road	84 gpm		\$27,441	\$30,000	\$5,400	\$35,400	\$35,000	\$6,300	\$41,300	\$76,700
Other											
Underground Controls	25 Reservoir Road			\$13,816	\$6,000	\$1,080	\$7,080	\$12,000	\$2,160	\$14,160	\$21,240

Note: Cost Data obtained from R.S. Means Construction Cost Data and Supplier for Specific Industries

Wastewater Collection Facilities										
Type	Address	Capacity (gpm)	Previous Total Insured	Building Value	Engineering etc. Cost	Total Building Value	Equipment Property	Engineering etc. Cost	Total Equipment	Total Insured Value
Lift Stations										
Neely Road (With Generator)	501 Neely Road	2900	\$136,277	\$125,000	\$22,500	\$147,500	\$275,000	\$49,500	\$324,500	\$472,000
Gallimore Road (With Generator)	Gallimore Road & Placid Street	1950	\$103,732	\$125,000	\$22,500	\$147,500	\$250,000	\$45,000	\$295,000	\$442,500
Wilson Road	101 Wilson Road	1050	\$106,577	\$100,000	\$18,000	\$118,000	\$150,000	\$27,000	\$177,000	\$295,000
Deerlake	Deerlake Road		\$39,757	\$0	\$0	\$0	\$75,000	\$13,500	\$88,500	\$88,500
Bedford Place	213 Osbourne Road		\$93,181	\$0	\$0	\$0	\$100,000	\$18,000	\$118,000	\$118,000
Lowe's	119 Ecusta Road		\$97,995	\$0	\$0	\$0	\$100,000	\$18,000	\$118,000	\$118,000
Camp Keystone	630 Cashier Valley Road		\$24,278	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Fish Camp	663 Deavor Road		\$69,335	\$0	\$0	\$0	\$75,000	\$13,500	\$88,500	\$88,500
Ballpark	962 Ecusta Road		\$39,233	\$0	\$0	\$0	\$75,000	\$13,500	\$88,500	\$88,500
Racquet Club	871 Country Club Drive		\$26,162	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Camp Illahee	401 Illahee Road		\$26,168	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Allison Creek	700 Highway 64		\$28,781	\$0	\$0	\$0	\$75,000	\$13,500	\$88,500	\$88,500
Transylvania County	100 Old Highway 64		\$12,133	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Old Hickory House	844 Country Club Road		\$13,183	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Other Wastewater Equipment										
Neely Road Pit Grinder	501 Neely Road		\$44,659	\$20,000	\$3,600	\$23,600	\$40,000	\$7,200	\$47,200	\$70,800
Neely Road Wet Well	501 Neely Road		\$36,200	\$10,000	\$1,800	\$11,800	\$20,000	\$3,600	\$23,600	\$35,400
Portable Generator #1 (20kw)	3226 Wilson Road			\$0	\$0	\$0	\$20,000	\$3,600	\$23,600	\$23,600
Portable Generator #2 (20kw)	3226 Wilson Road			\$0	\$0	\$0	\$20,000	\$3,600	\$23,600	\$23,600

Note: Cost Data obtained from R.S. Means Construction Cost Data and Supplier for Specific Industries

GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 2017

SESSION LAW 2017-138
HOUSE BILL 436

AN ACT TO PROVIDE FOR UNIFORM AUTHORITY TO IMPLEMENT SYSTEM
DEVELOPMENT FEES FOR PUBLIC WATER AND SEWER SYSTEMS IN NORTH
CAROLINA AND TO CLARIFY THE APPLICABLE STATUTE OF LIMITATIONS.

The General Assembly of North Carolina enacts:

SECTION 1. Chapter 162A of the General Statutes is amended by adding a new Article to read:

"Article 8.

"System Development Fees.

"§ 162A-200. Short title.

This Article shall be known and may be cited as the "Public Water and Sewer System Development Fee Act."

"§ 162A-201. Definitions.

The following definitions apply in this Article:

- (1) Capital improvement. – A planned facility or expansion of capacity of an existing facility other than a capital rehabilitation project necessitated by and attributable to new development.
- (2) Capital rehabilitation project. – Any repair, maintenance, modernization, upgrade, update, replacement, or correction of deficiencies of a facility, including any expansion or other undertaking to increase the preexisting level of service for existing development.
- (3) Existing development. – Land subdivisions, structures, and land uses in existence at the start of the written analysis process required by G.S. 162A-205, no more than one year prior to the adoption of a system development fee.
- (4) Facility. – A water supply, treatment, storage, or distribution facility, or a wastewater collection, treatment, or disposal facility, including for reuse or reclamation of water, owned or operated, or to be owned or operated, by a local governmental unit and land associated with such facility.
- (5) Local governmental unit. – Any political subdivision of the State that owns or operates a facility, including those owned or operated pursuant to local act of the General Assembly or pursuant to Part 2 of Article 2 of Chapter 130A, Article 15 of Chapter 153A, Article 16 of Chapter 160A, or Articles 1, 4, 5, 5A, or 6 of Chapter 162A of the General Statutes.
- (6) New development. – Any of the following occurring after the date a local government begins the written analysis process required by G.S. 162A-205, no more than one year prior to the adoption of a system development fee, which increases the capacity necessary to serve that development:
 - a. The subdivision of land.

- b. The construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure which increases the number of service units.
 - c. Any use or extension of the use of land which increases the number of service units.
- (7) Service. – Water or sewer service, or water and sewer service, provided by a local governmental unit.
- (8) Service unit. – A unit of measure, typically an equivalent residential unit, calculated in accordance with generally accepted engineering or planning standards.
- (9) System development fee. – A charge or assessment for service imposed with respect to new development to fund costs of capital improvements necessitated by and attributable to such new development, to recoup costs of existing facilities which serve such new development, or a combination of those costs, as provided in this Article. The term includes amortized charges, lump-sum charges, and any other fee that functions as described by this definition regardless of terminology. The term does not include any of the following:
 - a. A charge or fee to pay the administrative, plan review, or inspection costs associated with permits required for development.
 - b. Tap or hookup charges for the purpose of reimbursing the local governmental unit for the actual cost of connecting the service unit to the system.
 - c. Availability charges.
 - d. Dedication of capital improvements on-site, adjacent, or ancillary to a development absent a written agreement providing for credit or reimbursement to the developer pursuant to G.S. 153A-280, 153A-451, 160A-320, 160A-499 or Part 3A of Article 18, Chapter 153A or Part 3D of Article 19, Chapter 160A of the General Statutes.
 - e. Reimbursement to the local governmental unit for its expenses in constructing or providing for water or sewer utility capital improvements adjacent or ancillary to the development if the owner or developer has agreed to be financially responsible for such expenses; however, such reimbursement shall be credited to any system development fee charged as set forth in G.S. 162A-207(c).
- (10) System development fee analysis. – An analysis meeting the requirements of G.S. 162A-205.

"§ 162A-202. Reserved.

"§ 162A-203. Authorization of system development fee.

(a) A local governmental unit may adopt a system development fee for water or sewer service only in accordance with the conditions and limitations of this Article.

(b) A system development fee adopted by a local governmental unit under any lawful authority other than this Article and in effect on October 1, 2017, shall be conformed to the requirements of this Article not later than July 1, 2018.

"§ 162A-204. Reserved.

"§ 162A-205. Supporting analysis.

A system development fee shall be calculated based on a written analysis, which may constitute or be included in a capital improvements plan, that:

- (1) Is prepared by a financial professional or a licensed professional engineer qualified by experience and training or education to employ generally accepted accounting, engineering, and planning methodologies to calculate system development fees for public water and sewer systems.
- (2) Documents in reasonable detail the facts and data used in the analysis and their sufficiency and reliability.
- (3) Employs generally accepted accounting, engineering, and planning methodologies, including the buy-in, incremental cost or marginal cost, and combined cost methods for each service, setting forth appropriate analysis as to the consideration and selection of a method appropriate to the circumstances and adapted as necessary to satisfy all requirements of this Article.
- (4) Documents and demonstrates the reliable application of the methodologies to the facts and data, including all reasoning, analysis, and interim calculations underlying each identifiable component of the system development fee and the aggregate thereof.
- (5) Identifies all assumptions and limiting conditions affecting the analysis and demonstrates that they do not materially undermine the reliability of conclusions reached.
- (6) Calculates a final system development fee per service unit of new development and includes an equivalency or conversion table for use in determining the fees applicable for various categories of demand.
- (7) Covers a planning horizon of not less than 10 years nor more than 20 years.
- (8) Is adopted by resolution or ordinance of the local governmental unit in accordance with G.S. 162A-209.

"§ 162A-206. Reserved.

"§ 162A-207. Minimum requirements.

(a) Maximum. – A system development fee shall not exceed that calculated based on the system development fee analysis.

(b) Revenue Credit. – In applying the incremental cost or marginal cost, or the combined cost, method to calculate a system development fee with respect to water or sewer capital improvements, the system development fee analysis must include as part of that methodology a credit against the projected aggregate cost of water or sewer capital improvements. That credit shall be determined based upon generally accepted calculations and shall reflect a deduction of either the outstanding debt principal or the present value of projected water and sewer revenues received by the local governmental unit for the capital improvements necessitated by and attributable to such new development, anticipated over the course of the planning horizon. In no case shall the credit be less than twenty-five percent (25%) of the aggregate cost of capital improvements.

(c) Construction or Contributions Credit. – In calculating the system development fee with respect to new development, the local governmental unit shall credit the value of costs in excess of the development's proportionate share of connecting facilities required to be oversized for use of others outside of the development. No credit shall be applied, however, for water or sewer capital improvements on-site or to connect new development to water or sewer facilities.

"§ 162A-208. Reserved.

"§ 162A-209. Adoption and periodic review.

(a) For not less than 45 days prior to considering the adoption of a system development fee analysis, the local governmental unit shall post the analysis on its Web site and solicit and furnish a means to submit written comments, which shall be considered by the preparer of the analysis for possible modifications or revisions.

(b) After expiration of the period for posting, the governing body of the local governmental unit shall conduct a public hearing prior to considering adoption of the analysis with any modifications or revisions.

(c) The local governmental unit shall publish the system development fee in its annual budget or rate plan or ordinance. The local governmental unit shall update the system development fee analysis at least every five years.

"§ 162A-210. Reserved.

"§ 162A-211. Use and administration of revenue.

(a) Revenue from system development fees calculated using the incremental cost method or marginal cost method, exclusively or as part of the combined cost method, shall be expended only to pay:

- (1) Costs of constructing capital improvements including, and limited to, any of the following:
 - a. Construction contract prices.
 - b. Surveying and engineering fees.
 - c. Land acquisition cost.
 - d. Principal and interest on bonds, notes, or other obligations issued by or on behalf of the local governmental unit to finance any costs for an item listed in sub-subdivisions a. through c. of this subdivision.
- (2) Professional fees incurred by the local governmental unit for preparation of the system development fee analysis.
- (3) If no capital improvements are planned for construction within five years or the foregoing costs are otherwise paid or provided for, then principal and interest on bonds, notes, or other obligations issued by or on behalf of a local governmental unit to finance the construction or acquisition of existing capital improvements.

(b) Revenue from system development fees calculated using the buy-in method may be expended for previously completed capital improvements for which capacity exists and for capital rehabilitation projects. The basis for the buy-in calculation for previously completed capital improvements shall be determined by using a generally accepted method of valuing the actual or replacement costs of the capital improvement for which the buy-in fee is being collected less depreciation, debt credits, grants, and other generally accepted valuation adjustments.

(c) A local governmental unit may pledge a system development fee as security for the payment of debt service on a bond, note, or other obligation subject to compliance with the foregoing limitations.

(d) System development fee revenues shall be accounted for by means of a capital reserve fund established pursuant to Part 2 of Article 3 of Chapter 159 of the General Statutes and limited as to expenditure of funds in accordance with this section.

"§ 162A-212. Reserved.

"§ 162A-213. Time for collection of system development fees.

For new development involving the subdivision of land, the system development fee shall be collected by a local governmental unit either at the time of plat recordation or when water or sewer service for the subdivision or other development is committed by the local governmental unit. For all other new development, the local governmental unit shall collect the system development fee at the time of application for connection of the individual unit of development to the service or facilities.

"§ 162A-214. Reserved.

"§ 162A-215. Narrow construction.

Notwithstanding G.S. 153A-4 and G.S. 160A-4, in any judicial action interpreting this Article, all powers conferred by this Article shall be narrowly construed to ensure that system development fees do not unduly burden new development."

SECTION 2. G.S. 130A-64 reads as rewritten:

"§ 130A-64. Service charges and rates.

(a) A sanitary district board shall apply service charges and rates based upon the exact benefits derived. These service charges and rates shall be sufficient to provide funds for the maintenance, adequate depreciation and operation of the work of the district. If reasonable, the service charges and rates may include an amount sufficient to pay the principal and interest maturing on the outstanding bonds and, to the extent not otherwise provided for, bond anticipation notes of the district. Any surplus from operating revenues shall be set aside as a separate fund to be applied to the payment of interest on or to the retirement of bonds or bond anticipation notes. The sanitary district board may modify and adjust these service charges and rates.

(b) The district board may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 3. G.S. 153A-277 reads as rewritten:

"§ 153A-277. Authority to fix and enforce rates.

(a) A county may establish and revise from time to time schedules of rents, rates, fees, charges, and penalties for the use of or the services furnished or to be furnished by a public enterprise. Schedules of rents, rates, fees, charges, and penalties may vary for the same class of service in different areas of the county and may vary according to classes of service, and different schedules may be adopted for services provided outside of the county. A county may include a fee relating to subsurface discharge wastewater management systems and services on the property tax bill for the real property where the system for which the fee is imposed is located.

...

(a2) A county may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes.

...."

SECTION 4.(a) G.S. 160A-314 reads as rewritten:

"§ 160A-314. Authority to fix and enforce rates.

(a) A city may establish and revise from time to time schedules of rents, rates, fees, charges, and penalties for the use of or the services furnished or to be furnished by any public enterprise. Schedules of rents, rates, fees, charges, and penalties may vary according to classes of service, and different schedules may be adopted for services provided outside the corporate limits of the city.

...

(e) A city may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 4.(b) G.S. 160A-317 is amended by adding a new subsection to read:

"(a4) System Development Fees. – A city may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 5.(a) G.S. 162A-6(a) is amended by adding a new subdivision to read:

"(9a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 5.(b) G.S. 162A-9 is amended by adding a new subsection to read:

"(a5) An authority may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 6.(a) G.S. 162A-36(a) is amended by adding a new subdivision to read:

"(8a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 6.(b) G.S. 162A-49 reads as rewritten:

"§ 162A-49. Rates and charges for services.

(a) The district board may fix, and may revise from time to time, rents, rates, fees and other charges for the use of land for the services furnished or to be furnished by any water system or sewerage system or both. Such rents, rates, fees and charges shall not be subject to supervision or regulation by any bureau, board, commission, or other agency of the State or of any political subdivision. Any such rents, rates, fees and charges pledged to the payment of revenue bonds of the district shall be fixed and revised so that the revenues of the water system or sewerage system or both, together with any other available funds, shall be sufficient at all times to pay the cost of maintaining, repairing and operating the water system or the sewerage system or both, the revenues of which are pledged to the payment of such revenue bonds, including reserves for such purposes, and to pay the interest on and the principal of such revenue bonds as the same shall become due and payable and to provide reserves therefor. If any such rents, rates, fees and charges are pledged to the payment of any general obligation bonds issued under this Article, such rents, rates, fees and charges shall be fixed and revised so as to comply with the requirements of such pledge. The district board may provide methods for collection of such rents, rates, fees and charges and measures for enforcement of collection thereof, including penalties and the denial or discontinuance of service.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 7.(a) G.S. 162A-69 is amended by adding a new subdivision to read:

"(8a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 7.(b) G.S. 162A-72 reads as rewritten:

"§ 162A-72. Rates and charges for services.

(a) The district board may fix, and may revise from time to time, rents, rates, fees and other charges for the use of and for the services furnished or to be furnished by any sewerage system. Such rents, rates, fees and charges shall not be subject to supervision or regulation by any bureau, board, commission, or other agency of the State or of any political subdivision. Any such rents, rates, fees and charges pledged to the payment of revenue bonds of the district shall be fixed and revised so that the revenues of the sewerage system, together with any other available funds, shall be sufficient at all times to pay the cost of maintaining, repairing and operating the sewerage system the revenues of which are pledged to the payment of such revenue bonds, including reserves for such purposes, and to pay the interest on and the principal of such revenue bonds as the same shall become due and payable and to provide reserves therefor. If any such rents, rates, fees and charges are pledged to the payment of any general obligation bonds issued under this Article, such rents, rates, fees and charges shall be fixed and revised so as to comply with the requirements of such pledge. The district board may provide methods for collection of such rents, rates, fees and charges and measures for enforcement of collection thereof, including penalties and the denial or discontinuance of service.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 8. G.S. 162A-85.13 is amended by adding a new subsection to read:

"(a1) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 9. G.S. 162A-88 reads as rewritten:

"§ 162A-88. District is a municipal corporation.

(a) The inhabitants of a county water and sewer district created pursuant to this Article are a body corporate and politic by the name specified by the board of commissioners. Under that name they are vested with all the property and rights of property belonging to the corporation; have perpetual succession; may sue and be sued; may contract and be contracted with; may acquire and hold any property, real and personal, devised, sold, or in any manner conveyed, dedicated to, or otherwise acquired by them, and from time to time may hold, invest, sell, or dispose of the same; may have a common seal and alter and renew it at will; may establish, revise and collect rates, fees or other charges and penalties for the use of or the services furnished or to be furnished by any sanitary sewer system, water system or sanitary sewer and water system of the district; and may exercise those powers conferred on them by this Article.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 10.(a) G.S. 1-52(15) reads as rewritten:

"(15) For the recovery of taxes paid as provided in ~~G.S. 105-381~~G.S. 105-381 or for the recovery of an unlawful fee, charge, or exaction collected by a county, municipality, or other unit of local government for water or sewer service or water and sewer service."

SECTION 10.(b) This section is to clarify and not alter G.S. 1-52.

SECTION 11. Sections 1 through 9 of this act become effective October 1, 2017, and apply to system development fees imposed on or after that date. Section 10 of this act, being a clarifying amendment, has retroactive effect and applies to claims accrued or pending prior to and after the date that section becomes law. Nothing in this act provides retroactive authority for any system development fee, or any similar fee for water or sewer services to be furnished, collected by a local governmental unit prior to October 1, 2017. The remainder of this act is effective when it becomes law and applies to claims accrued or pending prior to and after that date.

In the General Assembly read three times and ratified this the 29th day of June, 2017.

s/ Daniel J. Forest
President of the Senate

s/ Tim Moore
Speaker of the House of Representatives

s/ Roy Cooper
Governor

Approved 4:13 p.m. this 20th day of July, 2017

Coates' Canons Blog: System Development Fees are the New Impact Fees

By Kara Millonzi

Article: <https://canons.sog.unc.edu/system-development-fees-new-impact-fees/>

This entry was posted on August 15, 2017 and is filed under Finance & Tax, Public Enterprise / Utility Finance

As detailed [here](#), in 2016, the North Carolina Supreme Court held that municipalities (and by analogy counties) lack the statutory authority to impose certain upfront charges for water and sewer services. Upfront charges are charges imposed on new or existing development before a property parcel is actually connected (or under contract to connect) to a local government's water or sewer system. Local government utilities across the state impose a wide variety of upfront charges, some that are assessed only on developers as a condition of securing development approvals, and others that are imposed on both new and existing property owners. The purposes of these fees range from reimbursing the utility for past investments, to reserving capacity, to covering the costs of extending infrastructure, to establishing a reserve for future maintenance or expansion of the system. In [Quality Built Homes Inc. v. Town of Carthage, No. 315PA15, N.C. \(Aug. 19, 2016\)](#), the supreme court invalidated certain types of upfront charges. Questions remained, however, as to whether government utilities have authority to impose other types of upfront charges pursuant to their general rate-making authority. As detailed in this [post](#), local government utilities were left to make difficult decisions about who to charge, when to charge, and how to calculate the amount of the charge.

A new law, the [Public Water and Sewer System Development Fee Act, S.L. 2017-138](#), clarifies a local government utility's authority to assess upfront charges for water and sewer. The new law grants local government utilities specific authority to assess one type of upfront charge—a system development fee—albeit with significant limitations. It also preserves the authority of local government utilities to impose certain other upfront fees. At the same time, however, it prohibits local government utilities from assessing many of the types of fees that have become routine in recent years. Local government utility providers will need to act soon to bring their fee schedules into compliance.

This post sets out the basic contours of the new law. It discusses who must comply, who can be assessed and when, what the processes are for calculating and adopting the fee schedule, and how a local unit must administer the fee proceeds. It also lists the other types of allowable water and sewer charges. Finally, it identifies a few drafting quirks that may cause some implementation issues. The Generally Assembly has specified that the new law's provisions be narrowly construed by the courts. To that end, local officials should carefully follow the statutory requirements and proceed cautiously when interpreting any statutory ambiguities. (Future posts will flesh out the details for the calculation requirements and deal with potential liability issues for past fees that were assessed unlawfully.)

Who Must Comply with the New Law?

The new law applies to all local government entities that own or operate water and/or wastewater supply, treatment, storage, or distribution facilities (including facilities for the reuse or reclamation of water). In other words, it applies to municipalities, counties, sanitary districts, water and sewer authorities, county water and sewer districts, metropolitan water districts, metropolitan sewerage districts, metropolitan water and sewerage districts, and any joint agencies formed by two or more of these entities. It also applies to any local government entities created by local act of the general assembly, including Fayetteville Public Works, and Greenville Utilities Commission. For the remainder of the blog post, I will refer to these local government entities collectively as "local governments," "local units," or "local utilities."

Note that the new law only applies to fees assessed for water and wastewater systems owned or operated by these government entities. It does not apply to any other public enterprise activities (such as solid waste, stormwater, electric, or natural gas). And it does not apply to local governments that purchase water or wastewater services from other government entities.

What is the New Law?

The new law grants a local utility the authority to assess a *system development fee* on new development within its territorial boundaries to fund certain capital costs attributable to that new development. Although the name suggests a single fee, the new law actually authorizes a fee schedule. The fee schedule will comprise multiples or derivatives of a base service unit fee. With a few notable exceptions, the new law also likely prohibits local units from assessing other types of upfront charges on new development (in the absence of local act authority). The law very specifically defines what constitutes new development, how to calculate the fee/fee schedule, what capital projects may be funded with the fee, and what process must be used to assess the fee.

New Development (aka Who Can be Assessed)

A local unit may assess a system development fee on the owner(s) of new development within the local unit's territorial jurisdiction. The fee may not be assessed on existing development.

New development is defined as any of the following that occurs after the beginning of the fee adoption process, but no more than 1 year before the local unit adopts the fee:

1. subdivision of land;
2. construction, or any change to an existing structure, that causes an increase in the need for service; or
3. any use or extension of the use of land which increases the need for service.

The authority is thus triggered whenever a parcel of land within the local utility's territorial jurisdiction is divided into smaller tracts that can be developed independently of one another.

The authority is also triggered when there is a change to land or structures within the local utility's territorial jurisdiction that increases the need for service. Examples include construction of new structures that require water and/or wastewater services, as well as changes to existing structures or land that require more or larger meters and/or more water and/or wastewater system capacity to serve the property.

The statute further defines new development temporally. A local unit may assess a system development fee on any new development (as defined above) that occurs after the fee is enacted by the unit. It also may apply the fee retroactively to new development that occurred after the commencement of the fee adoption process and no more than one year before the unit adopts the fee. The beginning of the fee adoption process is triggered when the local government begins the written analysis of the fee. (As detailed below, before enacting a fee a local government must obtain a written analysis from a financial professional or licensed professional engineer detailing how the fee is calculated.) Although the statute is not entirely clear as to when the written analysis is deemed to begin, a reasonable interpretation is the date that local government executes a contract with the professional to perform the analysis. (To be safe, a local unit may want to specify in the contract that its execution marks the beginning of the written analysis.)

Note that this section sets out **who** can be charged. It does not address **when** a local unit may assess the fee. That will be discussed below.

Currently, many local utilities assess upfront charges on existing development, as well as new development. Under the new law, there is no authority for a local government to assess a system development fee on existing development, which is development that exists before the written fee analysis begins or development that occurs after the written fee analysis begins, but more than 1 year before the local government adopts the fee. (Note that the law includes a limited definition of "existing development" but it does not actually authorize a local government to assess a system development fee on this development.) As discussed below, a local unit likely has authority to assess other types of upfront charges on existing development.

Adopting the Fee

A unit must follow several procedural steps to adopt a system development fee schedule. Note that although a local unit may not assess a system development fee before October 1, 2017, it may begin the process before this date.

- **Step 1: Professional Analysis.** The local unit contracts with a financial professional or licensed professional engineer to perform an analysis as to how to calculate the system development fee schedule (according to the statutory parameters). The professional must be “qualified by experience and training or education to employ generally accepted accounting, engineering, and planning methodologies to calculate system development fees for public water and sewer systems.” The law seems to envision that a local unit will contract with an outside professional (as opposed to an employee of the unit) to perform the analysis, but it is not clear that this is a legal requirement. Whether the utility contracts with an outside professional or uses an in-house expert, at a minimum, the unit should document that the individual or firm meets the statutory qualifications and should clearly define the scope of work.
- **Step 2: Public Input.** The local unit posts the professional's written analysis, and proposed system development fee schedule, on the unit's website and solicits written comments from the public. (As noted below, the fee schedule will include the service unit rate, as well as a conversion table that applies some multiple or derivative of the service unit rate to the various categories of demand.) The law requires the local unit to “furnish the means” for providing the comments. The unit could allow for electronic comments or provide a downloadable form. The analysis must be posted for at least 45 days before the unit “consider[s] the adoption of [the] system development fee analysis....”
- **Step 3: Professional Analysis Reconsidered.** The local unit submits any comments the unit receives from the public to the professional for consideration of possible modifications or revisions.
- **Step 4: Public Hearing.** The local unit holds a public hearing on the proposed system development fee schedule, including any modifications or revisions stemming from the public comment period. Note that the new law does not specify notice requirements for the public hearing. It is likely implied that the unit must publish notice, at least on its website, if not elsewhere, for a reasonable period of time before the hearing. The unit may want to announce the public hearing at the time it posts the original analysis for public comment.
- **Step 5: Adopt Resolution or Ordinance.** The unit's governing board adopts a final system development fee schedule by resolution or ordinance.
- **Step 6: Notice of System Development Fee Schedule.** The local unit publishes the system development fee schedule in its annual budget ordinance or incorporates it into its water or wastewater fee ordinance(s). Note that a unit likely can comply with steps 5 and 6 by adopting the system development fee as part of its budget ordinance or water/wastewater rate ordinance to begin with.
- **Step 7: Periodic Updates.** A local unit updates the system development fee analysis periodically, at least once every five years.

Calculating the Fee

As stated above, the local unit must contract (or employ) a qualified financial or engineering professional to aid it in setting the system development fee schedule. A local unit may not adopt a higher rate/fee schedule than that calculated using the professional analysis. In preparing the written analysis, the financial or engineering professional must do all of the following:

- Consider and select an appropriate, generally accepted accounting, engineering, and planning methodology to calculate the fee. Possible methodologies include the buy-in, incremental cost or marginal cost, and combined cost methods. (Although the new law seems to suggest that other methods may be appropriate, it does not provide a means for expending proceeds if the fee schedule is calculated using another method.)
 - *Buy-in Method.* Under this method, new development bears a proportional share of the capital costs previously incurred by the unit that allow for sufficient capacity to serve the new development.
 - *Incremental/Marginal Cost.* This method requires new development to pay the proportional share of new capital costs that are attributable to the new development.
 - *Combined Cost.* This method uses a combination of the buy-in and incremental/marginal cost methods.
- Document the facts and data used in the analysis with sufficient detail to demonstrate their sufficiency and reliability.
- Document the analysis performed to select an appropriate methodology, and demonstrate the application of the methodology to the facts and data (including all interim calculations).

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- Identify all assumptions and limiting conditions affecting the analysis and demonstrate that they do not materially undermine the reliability of the conclusions.
 - Calculate a final system development fee per service unit of new development. A service unit is defined by the new law as “a unit of measure, typically an equivalent residential unit, calculated in accordance with generally accepted engineering or planning standards.”
 - Incorporate a credit calculation for the value of costs of the capital improvement that exceed the new development’s proportionate share of connecting facilities required to be oversized for the use by others outside the new development. The credit will not be applied to on-site capital improvements or to costs to connect the new development to water or sewer facilities.
 - Depending on the chosen methodology, incorporate a revenue or valuation credit to avoid double-dipping by the unit (*ie.* Raising revenue from different sources to cover the same costs.).
 - Include an equivalency or conversion table that can be used to determine the fees applicable for the various categories of demand. This will become the fee schedule.
 - Cover a planning horizon of between 10 and 20 years.

When Fee Assessed

When a local unit may assess the system development fee depends on the nature of the new development. If the new development involves a subdivision of land, the local unit must collect the fee either when the plat is recorded or when the local unit otherwise legally commits to provide the water and/or service to the development. That commitment should trigger the local utility to reserve sufficient capacity (and possibly make other infrastructure changes, expansions, etc.) to serve the future new development.

If the new development involves construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure, or any use or extension of the use of land, which increases the number of service units, the local unit must collect the fee when the developer/property owner applies for connection of an individual unit of development. This timing makes sense if the new development involves a new structure. If, however, the new development involves changes to an existing structure that require increased water or sewer capacity, the directive is less clear. A local unit likely may charge the fee when a new meter is installed or when additional capacity is otherwise triggered. To facilitate this process, a unit may want to convert its existing customer base into service units and then require that a customer reapply for service whenever there is a change to the property that results in an increase in service units.

How Fee Proceeds May be Expended

The law places certain restrictions on how a local utility may spend system development fee revenue. The restrictions differ depending on the methodology used to calculate the fee schedule.

If the local unit uses the *incremental/marginal cost* method either by itself or as part of a *combined method*, the fee proceeds may only be used to:

- Pay the costs of a new facility or the expansion of capacity of an existing facility that is necessitated by and attributable to the new development. Costs are limited to the following: construction costs, surveying and engineering fees, land acquisition costs, principal and interest on bonds, notes, or other obligations issued by or on behalf of the local unit (hereinafter “borrowings”) to finance construction, land acquisition or surveying and engineering costs.
- Pay for professional fees incurred by the local unit for the preparation of the system development fee analysis.

If no capital improvements are planned for construction within 5 years, or the costs are otherwise paid for through other means, the new law states that the local unit may use the proceeds “to pay the principal and interest on [borrowings] to finance the construction or acquisition of existing capital improvements.” However, because a “capital improvement” is defined as a “planned facility or expansion of capacity of an existing facility other than a capital rehabilitation project necessitated by and attributable to new development,” it is unclear what constitutes an “existing capital improvement.”

The new law is even less clear on how the proceeds may be spent if the unit employs the buy-in method. In fact, that section of the law (codified as G.S. 162A-211(b)), actually reads as if it is defining how to calculate a fee using the buy-in

method, rather than specifying how to use the proceeds. It provides that “revenue from [the buy-in method] may be expended for previously completed capital improvement for which capacity exists and for capital rehabilitation projects.” It goes on to require that the basis of the buy-in calculation include a valuation adjustment. It makes no sense for revenue to be “expended” for a project that is already completed, unless it is used to make debt service payments. Nor should the valuation adjustment impact how the funds are spent. The statute does allow proceeds to be expended on capital rehabilitation projects. But that term is defined so narrowly (because it is limited to projects that benefit development that occurred within one year before the unit adopted the system development fee) that it may not be useful to most local units. Because the whole purpose behind the buy-in method is to reimburse the government for certain past investments, it may be reasonable for a unit to treat the proceeds of a system development fee calculated using this method as unrestricted revenue in the water and/or wastewater fund.

Administering the Fee

A unit must segregate any system development fee proceeds for budgeting purposes by including them in a capital reserve fund (CRF). Note that a capital reserve fund is not a “fund” for accounting purposes. It is essentially a statutory savings account that provides an alternative to fund balance. (In other words, instead of allowing the proceeds to accumulate as fund balance, a CRF allows a unit to demonstrate to its citizens how it intends to expend the revenues in the future.) The unit must adopt a resolution or ordinance establishing the CRF and appropriate money for specific capital projects, in accordance with the process set out in G.S. 159-18. (Click [here](#) and [here](#) for more information on how to establish a CRF.) When the unit needs to expend the funds for an authorized purpose, the board must first transfer the monies from the CRF to either the annual budget ordinance or a project ordinance.

Exclusive Authority (Kind of)

As stated above, local units across the state currently assess a variety of upfront charges for water and sewer services and refer to these charges by an even wider variety names. Common labels include impact fees, capacity fees, development fees, facility fees, capital recovery fees, and capital reserve fees. The new law grants authority for a specific charge and assigns it the label of “system development fee.” A unit may choose a different name for the fee, but it must structure and enact the fee exactly as provided in the new law.

The new law generally preempts other types of upfront charges for water and sewer services. In that respect, it provides the exclusive authority for these charges. A unit must cease assessing impact fees, capacity fees, and other similar charges that do not comply with the new law’s provisions. The law carves out a few notable exceptions, though.

First, it preserves a local government’s authority to assess regulatory fees (including plan review and inspection fees), tap or hookup charges (to cover the direct costs of connecting the service unit to the system), contractual charges (negotiated payments for infrastructure expansions), and availability fees (charges in lieu of mandating connection), even though these are types of upfront charges. A future post will walk through the full array of allowable charges for water and sewer services.

Second, although the new law does not allow a local utility to assess a system development fee on the owner(s) of existing development within its territorial jurisdiction, or on the owner(s) of new or existing development outside its territorial jurisdiction, it does clarify that every local utility may use its regular utility rate-making authority to assess charges for “services to be furnished.” Water and sewer authorities and county water and sewer districts already had this authority, and it has been interpreted by the courts to allow a utility to assess upfront charges akin to impact fees, as long as the unit has a concrete plan to serve the properties for which the charges are assessed. (See this [post](#) for more information on the contours of this authority.) Local units, thus, have a good deal of flexibility in setting upfront charges for existing development within their territorial jurisdiction or for existing or new development outside their territorial jurisdictions.

When Does New Law Go into Effect?

The new law takes effect on October 1, 2017. That means that local governments are authorized to begin implementing the new system development fee schedule as of that date.

The law also purportedly grants local governments a grace period of sorts to convert existing upfront charges to the new system development fee. The grace period only applies, however, to “system development fees” that were lawfully

imposed under other provisions of law. The new law, however, specifically defines a system development fee as a charge assessed on new development to fund capital improvements necessitated by and attributable to that new development or to recoup the costs of existing facilities that serve the new development. Thus, the grace period only extends to fees that were calculated to cover these exact costs. It does not apply to any fees or charges that were calculated to include past, current, or future capital purposes that were not directly necessitated and attributable to the new development. If a local unit does have a system development fee in effect on October 1, 2017, that fits within these parameters and has been lawfully adopted pursuant to another law, the unit has until July 1, 2018, to make the fee conform with the new law's requirements. That essentially means that the local unit has until this time to prepare the professional analysis and follow the other statutory procedures to enact the system development fee schedule.

Links

- canons.sog.unc.edu/updated-municipalities-counties-not-authorized-charge-certain-impact-aka-capacity-system-development-fees/
- appellate.nccourts.org/opinions/?c=1&pdf=34625
- ced.sog.unc.edu/upfront-charges-for-local-government-water-and-sewer-capital/
- www.ncleg.net/Sessions/2017/Bills/House/PDF/H436v6.pdf
- canons.sog.unc.edu/financing-capital-projects-part-i-saving-through-fund-balance-and-capital-reserve-funds/
- canons.sog.unc.edu/capital-reserve-funds-revisited/
- canons.sog.unc.edu/water-and-sewer-districts-impact-fee-powers/

Public Participation

Special Presentation(s)



Mission Health and HCA Healthcare Letter of Intent Announcement

Michele Pilon, MS, BSN, RN, NE-BC
President and Chief Nursing Officer
Transylvania Regional Hospital

Letter of Intent with Mission Health and HCA Healthcare

Mission Health and HCA Healthcare, Inc. have signed a Letter of Intent – what does this mean?

- A Letter of Intent (LOI) means that the parties have mutually agreed to further evaluate a potential relationship between them using a defined process and within certain parameters.
- Said another way, the LOI provides an outline of what an agreement might ultimately look like, but it is fully contingent upon additional information and is non-binding.

Current Step: 90 to 120 Days of Due Diligence

Moving from a Letter of Intent to a Final Agreement **THE STEPS IN THE PROCESS**



Why HCA Healthcare? A Perfect Match.

- Appreciates and values what Mission Health brings to HCA
- Superb clinical performance
 - At the very top of nation in core measures and other clinical performance parameters
 - Numerous Magnet hospitals
- Powerful research and education infrastructure
 - Lead enrolling site in 75% of new cancer drug approvals
 - Single-handedly completed NIH trial on central line blood infections published in the New England Journal of Medicine
 - Largest provider of Graduate Medical Education in the nation
- Scale synergies that precisely match our weaknesses
 - Unprecedented scale - \$44 billion in annual revenue, the lowest cost buyer of supplies, drugs, equipment, etc.
 - Would be impossible to achieve necessary cost savings alone, without unacceptable consequences



**ACUTE
CARE**

179
Hospitals

40K
Licensed Beds



**AMBULATORY
SERVICES**

120
ASCs

16
GI Centers



**ACCESS
CENTERS**

123
Urgent Care
Centers

72
Freestanding
ERs



PHYSICIANS

~1030
Physician Clinics

40K
Active
Medical Staff

Enterprise Services



How does joining HCA Healthcare benefit our community

- HCA has a proven track-record of making meaningful investments in its communities – not just for its healthcare operations but beyond.
- A key component of this agreement, should it move forward, is the creation of a very substantial foundation.
 - While the final details still need to be worked out, its assets will be focused on the people who live in our communities.
 - With the potential of tens of millions of dollars or more available every year for improving the health of the residents of western North Carolina and beyond, the possibilities of this new foundation are nothing short of transformational.
 - In addition, HCA will pay local and state property, sales, use and other taxes that will support our local community governments.

How to Stay Current

Visit MissionHealthForward.org



Thank You and Questions

J-2. City of Brevard as Good Stewards

Jim Reynolds, Chair of The Pisgah Group of the North Carolina Sierra Club, together with Jim Hardy, will be here to make a presentation to City Council.

J-3. City's Manager's FY 2018-2019 Budget Message and Presentation

City Manager, Jim Fatland will present the FY2018-2019 budget message and presentation to City Council. The annual budget document and fee schedule will be provided to Council at the meeting.

A work session has been scheduled for Monday, June 4th at 5:30pm in Council Chambers at City Hall.

Consent and Information



CITY of BREVARD

The mission of the City of Brevard is to promote a high quality of life, support economic prosperity, and cultivate community while honoring its heritage and culture.

FINANCE REPORT FOR MONTH ENDED APRIL 30, 2018

JIM FATLAND, CPFO, NCCLGFO, CITY MANAGER

[illegible]

CITY OF BREVARD			
AMENDED FY18 BUDGET			
GENERAL FUND			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$2,958,308	
REVENUE			
Property Taxes	\$4,805,000	\$4,587,305	95.5%
Privilege Licenses	\$0	\$900	
Interest Earned on Investments	\$5,000	\$27,708	554.2%
Rental Income	\$25,000	\$24,805	99.2%
Miscellaneous	\$21,000	\$101,868	485.1%
Zoning Administration	\$20,000	\$33,405	167.0%
Utilities Franchise	\$600,000	\$283,373	47.2%
Wine & Beer Tax	\$30,000		
Powell Bill	\$222,000	\$224,254	101.0%
Sales Taxes	\$1,445,051	\$899,279	62.2%
ABC Net Revenue	\$150,000	\$124,333	82.9%
Court Costs & Fees	\$2,500	\$1,518	60.7%
Parking Violation Penalties	\$1,500	\$1,522	101.4%
Donations to Police Department	\$3,000	\$2,586	86.2%
Refuse Collection & Recycling	\$877,000	\$763,296	87.0%
Recreation	\$18,000		
Bankruptcy Settlement		\$19,454	
Sale of Fixed Assets		\$27,905	
Grants-Police Dept			
County Vehicle Mtce	\$431,650	\$253,467	58.7%
Transfers from Other Funds			
Utility Fund	\$575,000	\$575,000	100.0%
Bjerg Trust Fund	\$100		
Fund Balance Appropriated	\$300,389		
Capital Budget			
Loan Reimbursement from Pedestrian Fund	\$45,000		
Loan Proceeds	\$271,250	\$51,267	
TOTAL REVENUE	\$9,848,440	\$8,003,242	81.3%

CITY OF BREVARD				
GENERAL FUND				
AMENDED FY18 BUDGET				
REVENUE & EXPENDITURE REPORT				
FOR MONTH ENDED APRIL 30, 2018				
		AMENDED		
		FY18	THRU	PERCENT
		BUDGET	APRIL 30	TO DATE
EXPENDITURES				
Governing Board		\$113,968	\$98,796	86.7%
Administration		\$630,736	\$587,055	93.1%
Finance		\$711,990	\$630,398	88.5%
Legal		\$63,000	\$37,625	59.7%
Planning		\$592,451	\$459,837	77.6%
Parks & Property Management		\$613,547	\$461,209	75.2%
Police		\$2,838,166	\$2,412,626	85.0%
Public Services Administration		\$400,246	\$358,123	89.5%
Public Works Garage		\$529,285	\$387,916	73.3%
Streets-Local		\$772,750	\$625,371	80.9%
Streets-Powell		\$360,306	\$298,597	82.9%
Sanitation		\$1,038,155	\$971,292	93.6%
Recreation		\$111,600	\$133,167	119.3%
Non Departmental (Debt)		\$1,004,740	\$962,491	95.8%
Economic Development		\$67,500	\$65,000	96.3%
Contingency				
TOTAL EXPENDITURES		\$9,848,440	\$8,489,502	86.2%
ENDING FUND BALANCE			\$2,472,048	

CITY OF BREVARD			
UTILITY FUND			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURES REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$938,131	
REVENUE			
Miscellaneous Utility Fees		\$1,469	
Miscellaneous Utility Fees			
Water Charges	\$2,700,000	\$2,195,580	81.3%
Sewer Charges	\$2,350,000	\$2,101,048	89.4%
Meter Charges	\$136,000	\$114,377	84.1%
Meter Reactivation Fee		\$2,340	
Tap & Connection Fees-Water	\$10,000	\$32,965	329.7%
Tap & Connection Fees-Sewer	\$2,500	\$25,875	1035.0%
Transfer From Capital Reserve			
Reconnection Fees	\$40,000	\$56,575	141.4%
Septage Pretreatment Facility	\$20,000	\$37,875	189.4%
Fund Balance Appropriated			
Loan Proceeds--New Equipment	\$420,000		
TOTAL REVENUE	\$5,678,500	\$4,568,104	80.4%
EXPENDITURES			
On Line/Credit Card Fees	\$20,000	\$26,215	131.1%
Reimbursement to General Fund	\$575,000	\$575,000	100.0%
Debt Service Payments	\$744,875	\$687,540	92.3%
OPEB Transfer	\$6,750	\$6,750	100.0%
Transfer to Utility Capital Projects Fund		\$0	
Transfer to Health Insurance Reserve Fund			
Water Treatment Plant	\$792,300	\$568,394	71.7%
Water Distribution	\$592,559	\$471,300	79.5%
Wastewater Treatment Plant	\$1,647,142	\$1,120,378	68.0%
Wastewater Collection System	\$1,242,597	\$917,996	73.9%
Transfer to Water & Sewer Capital Projects			
Contingency	\$57,277		
TOTAL EXPENDITURES	\$5,678,500	\$4,373,572	77.0%
ENDING FUND BALANCE		\$1,132,663	

CITY OF BREVARD			
WATER & SEWER CAPITAL PROJECTS FUND (31)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE	\$0	\$0	
REVENUE			
Transfer from Utility Fund			
Transfer from Capital Reserve Fund			
King Creek Sewer PH II Loan	\$780,000	\$434,463	55.7%
King Creek Sewer PH III Loan	\$540,000	\$336,278	62.3%
Neely Rd. PS/FM/EQ TANK Loan	\$6,900,000	\$2,708,827	39.3%
TOTAL REVENUE	\$8,220,000	\$3,479,568	42.3%
EXPENDITURES			
Kings Creek Sewer Project Phase 2	\$780,000	\$432,038	55.4%
Kings Creek Sewer Project Phase 3	\$540,000	\$328,295	60.8%
Neely Rd. PS/FM/EQ/ TANK Loan	\$6,900,000	\$2,735,569	39.6%
TOTAL EXPENDITURES	\$8,220,000	\$3,495,901	42.5%
ENDING FUND BALANCE		-\$16,333	

CITY OF BREVARD			
CAPITAL RESERVE FUND (FUND 35)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$523,836	
REVENUE			
Transfer From Utility Fund			
Interest on Investments			
Impact Fees--Water			
Impact Fees--Sewer			
Sidewalks In-Lieu			
Fees In Lieu of Infrastructure			
Contribution from Developer			
Fund Balance Appropriated			
TOTAL REVENUE			
EXPENDITURES			
Transfer to Multi Use Paths			
Increase in Fund Balance			
TOTAL EXPENDITURES			
ENDING FUND BALANCE		\$523,836	

CITY OF BREVARD			
FIRE DISTRICT FUND (FUND 40)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$9,548	
REVENUE			
Misc. Revenue			
Fire District Taxes--County	\$396,879	\$396,879	100.0%
Transfer from City General Fund	\$447,546	\$447,546	100.0%
Sale of Fixed Assets			
Fund Balance Appropriated			
Loan Proceeds - Rescue Truck	\$850,000		
Grant / Loan Proceeds	\$265,715	\$265,715	100.0%
TOTAL REVENUE	\$1,960,140	\$1,110,140	56.6%
EXPENDITURES			
Fire Department Operations & Debt	\$1,960,140	\$957,873	48.9%
TOTAL EXPENDITURES	\$1,960,140	\$957,873	48.9%
ENDING FUND BALANCE		\$161,815	

CITY OF BREVARD			
T.L. SCRUGGS SCHOLARSHIP FUND (FUND 50)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED	THRU	
	FY18	APRIL 30	PERCENT
	BUDGET		TO DATE
BEGINNING FUND BALANCE		\$23,389	
REVENUE			
Fund Balance Appropriated			
Interest Earned on Investments		\$1	
Donations	\$22,000	\$15,350	69.8%
TOTAL REVENUE	\$22,000	\$15,351	69.8%
EXPENDITURES			
Fund Raising Expenses	\$10,000	\$5,531	55.3%
Scholarships Awarded	\$12,000	\$12,000	100.0%
TOTAL EXPENDITURES	\$22,000	\$17,531	79.7%
ENDING FUND BALANCE		\$21,209	

CITY OF BREVARD			
BJERG TRUST FUND (FUND 51)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED	THRU	
	FY18	APRIL 30	PERCENT
	BUDGET		TO DATE
BEGINNING FUND BALANCE		\$60,293	
REVENUE			
Interest on Investments	\$100		
TOTAL REVENUE	\$100		
EXPENDITURES			
Transfer to General Fund	\$100		
TOTAL EXPENDITURES	\$100		
ENDING FUND BALANCE		\$60,293	

CITY OF BREVARD			
RESERVE FOR OPEB (FUND 52)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$194,057	
REVENUE			
Transfer from Other Funds	\$18,750	\$18,750	100.00%
Interest on Investments		\$20	
TOTAL REVENUE	\$18,750	\$18,770	100.11%
EXPENDITURES			
Increase in fund balance	\$18,750		
TOTAL EXPENDITURES	\$18,750		
ENDING FUND BALANCE		\$212,827	

CITY OF BREVARD			
HEALTH INSURANCE RESERVE (FUND 53)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		-\$83,718	
REVENUE			
Fund Balance Appropriated			
Employee Premiums		\$13,627	
Dependent Dental & Retiree Premiums	\$67,000	\$64,664	96.5%
Department Charges for Group Medical	\$1,216,249	\$1,216,250	100.0%
Transfer from General Fund			
Transfer from Utility Fund			
TOTAL REVENUE	\$1,283,249	\$1,294,540	100.9%
EXPENDITURES			
Third Party Administrator	\$20,000	\$24,464	122.3%
Medical Insurance Broker	\$21,000		
Cobra Administrator	\$1,600		
Med Cost UR/PPO	\$17,000	\$15,315	90.1%
Aggregate Insurance Premiums	\$176,900	\$191,414	108.2%
Claims Paid	\$925,549	\$758,908	82.0%
Employee Assistance Program	\$4,000	\$3,977	99.4%
Wellness Programs	\$90,000	\$91,352	101.5%
Life AD & D	\$14,500	\$11,722	80.8%
Life Dependents	\$700	\$661	94.5%
Short Term Disability	\$12,000	\$9,684	80.7%
TOTAL EXPENDITURES	\$1,283,249	\$1,107,497	86.3%
ENDING FUND BALANCE		\$103,325	

CITY OF BREVARD			
HEART OF BREVARD (FUND 70)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED	THRU	
	FY18	APRIL 30	PERCENT
	BUDGET		TO DATE
BEGINNING FUND BALANCE		\$0	
REVENUE			
Tax Penalties		\$102	
Dept. of Motor Vehicle Tax		\$1,022	
District Tax Collections	\$134,000	\$115,178	86.0%
Fund Balance Appropriation			
TOTAL REVENUE	\$134,000	\$116,302	86.8%
EXPENDITURES			
Contracted Services	\$134,000	\$116,302	
Transfer To General Fund			
TOTAL EXPENDITURES	\$134,000	\$116,302	
ENDING FUND BALANCE		\$0	

CITY OF BREVARD			
HOUSING TRUST FUND (FUND 76)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$100,159	
REVENUE			
Interest on Investments			
Developer Loan Payment	\$19,934	\$3,228	16.2%
TOTAL REVENUE	\$19,934	\$3,228	
EXPENDITURES			
Increase in Fund Balance	\$19,934		
TOTAL EXPENDITURES	\$19,934		
ENDING FUND BALANCE		\$103,387	

CITY OF BREVARD			
MULTI USE PATHS (FUND 78)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURES REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$142,862	
REVENUE			
Miscellaneous (Other Grants)			
Transfer from Capital Reserve Donation			
Transfer from General Fund	\$210,000	\$210,000	
Transfer Cap Reserve			
Transfer from DTMP			
Railroad Depot Brick Sales		\$68,191	
Fund Balance Appropriated	\$60,000		
TOTAL REVENUE	\$270,000	\$278,191	103.0%
EXPENDITURES			
Pedestrian / Bike Path			
Pedestrian / Bike Improvements	\$90,000	\$128,328	142.6%
TOTAL Pedestrian / Bike Path	\$90,000	\$128,328	142.6%
West Loop Phase I			
Design & Construction	\$30,000		
TOTAL WEST LOOP	\$30,000		
Railroad Depot Project & Land Acquisition		\$20,965	
TOTAL RAILROAD DEPOT PROJECT		\$20,965	
Railroad Avenue Project Area	\$105,000	\$133,932	127.6%
TOTAL RAILROAD PROJECT AREA	\$105,000	\$133,932	127.6%
Loan Reimbursement to General Fund	\$45,000		
TOTAL EXPENDITURES	\$270,000	\$283,225	104.9%
ENDING FUND BALANCE		\$137,828	

CITY OF BREVARD			
E911 COMMUNICATIONS GRANT (FUND 80)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$8,023	
REVENUE			
Miscellaneous Revenue			
Grant Received	\$40,163	\$27,454	68.4%
TOTAL REVENUE	\$40,163	\$27,454	68.4%
EXPENDITURES			
Expenditures	\$40,163	\$21,310	53.1%
TOTAL EXPENDITURES	\$40,163	\$21,310	53.1%
ENDING FUND BALANCE		\$14,167	

CITY OF BREVARD			
NARCOTICS TASK FORCE (FUND 81)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED		
	FY18	THRU	PERCENT
	BUDGET	APRIL 30	TO DATE
BEGINNING FUND BALANCE		\$180,789	
REVENUE			
Interest on investments	\$100	\$145	144.5%
Received from Transylvania County	\$15,000	\$8,000	53.3%
Received from Brevard Police Department	\$15,000	\$15,000	100.0%
Clerk of Court Funds		\$180	
Miscellaneous Revenue			
Federal Asset Funds-Police	\$5,000		
State Controller Payments	\$10,000	\$9,035	90.3%
Received Brevard ABC Board	\$10,000	\$10,518	105.2%
Fund Balance Appropriated	\$15,000		
TOTAL REVENUE	\$70,100	\$42,877	61.2%
EXPENDITURES			
BC CRIMINAL JUSTICE SCHOLARSHIP	\$10,000	\$2,500	25.0%
TNTF Expenditures	\$40,100	\$18,001	44.9%
DEA Fed Fund BPD	\$20,000	\$16,438	82.2%
TOTAL EXPENDITURES	\$70,100	\$36,938	52.7%
ENDING FUND BALANCE		\$186,728	

ROSENWALD REVITALIZATION (FUND 82)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED FY18 BUDGET	THRU APRIL 30	PERCENT TO DATE
BEGINNING FUND BALANCE		\$106,105	
REVENUE			
Fund Balance Appropriated	\$111,191		
PARTF Grant			
Transfer from Capital Reserve			
Transfer from General Fund (Local Match)			
TOTAL REVENUE	\$111,191		
EXPENDITURES			
Environmental Cleanup & Park Improv.	\$111,191	\$17,202	
TOTAL EXPENDITURES	\$111,191	\$17,202	15.5%
ENDING FUND BALANCE		\$88,903	

CITY OF BREVARD			
DOWNTOWN MASTER PLAN (FUND 83)			
AMENDED FY18 BUDGET			
REVENUE & EXPENDITURE REPORT			
FOR MONTH ENDED APRIL 30, 2018			
	AMENDED FY18 BUDGET	THRU APRIL 30	PERCENT TO DATE
BEGINNING FUND BALANCE		\$189,316	
REVENUE			
Interest on Investments			
HOB	\$11,000	\$11,000	100.0%
Appropriated Fund Balance	\$100,424		
Transfer from Capital Reserve Fund			
Transfer from General Fund	\$180,000	\$180,000	100.0%
Aethelwold MSSF Grant	\$200,000	\$200,000	
Jordan Street Parking Lot Revenue	\$51,840	\$19,326	37.3%
NCDOT - Caldwell			
Loan Proceeds	\$400,000		
TOTAL REVENUE	\$943,264	\$410,326	43.5%
EXPENDITURES			
DTMP Design	\$158,264	\$28,598	18.1%
Clemson Park & Downtown Improvements	\$340,000		
Caldwell Street	\$200,000		
Aethelwold Project	\$200,000	\$200,000	
Perkins Grant		\$13,555	
Debt Service	\$45,000		
TOTAL EXPENDITURES	\$943,264	\$242,153	25.7%
ENDING FUND BALANCE		\$357,489	

CITY OF BREVARD
SALES TAXES
FY18 COMPARED TO PRIOR YEARS

INFORMATION ONLY

UPDATED: 5/10/2018

	ARTICLE 39	ARTICLE 40	ARTICLE 42	HOLD HARMLESS	TOTAL	CUMULATIVE TO DATE
JULY	\$48,498.11	\$30,937.68	\$23,856.74	\$33,634.75	\$136,927.28	\$136,927.28
AUGUST	\$52,542.94	\$29,220.48	\$25,818.24	\$27,956.93	\$135,538.59	\$272,465.87
SEPTEMBER	\$43,352.38	\$28,693.40	\$21,299.64	\$31,695.98	\$125,041.40	\$397,507.27
OCTOBER	\$52,560.48	\$29,480.84	\$25,833.83	\$30,025.22	\$137,900.37	\$535,407.64
NOVEMBER	\$46,921.95	\$27,000.57	\$23,038.60	\$28,305.84	\$125,266.96	\$660,674.60
DECEMBER	\$44,029.64	\$30,542.00	\$21,650.00	\$34,256.47	\$130,478.11	\$791,152.71
JANUARY	\$43,041.39	\$33,596.88	\$21,153.09	\$38,377.69	\$136,169.05	\$927,321.76
FEBRUARY	\$37,175.37	\$25,343.84	\$18,217.41	\$28,147.48	\$108,884.10	\$1,036,205.86
MARCH	\$29,640.75	\$24,628.89	\$14,497.39	\$29,338.17	\$98,105.20	\$1,134,311.06
APRIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,134,311.06
MAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,134,311.06
JUNE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,134,311.06
TOTAL RECEIVED TO DATE	\$397,763.01	\$259,444.58	\$195,364.94	\$281,738.53	\$1,134,311.06	\$1,134,311.06
FY 18 BUDGET	\$531,051.00	\$339,000.00	\$242,000.00	\$333,000.00	\$1,445,051.00	
PERCENT OF BUDGET	74.90%	76.53%	80.73%	84.61%	78.50%	

CITY OF BREVARD
SALES TAXES
FY17 COMPARED TO PRIOR YEARS

INFORMATION ONLY

UPDATED: 8/10/2017

	ARTICLE 39	ARTICLE 40	ARTICLE 42	HOLD HARMLESS	TOTAL	CUMULATIVE TO DATE
JULY	\$51,668.15	\$31,356.88	\$25,443.19	\$33,504.28	\$141,972.50	\$141,972.50
AUGUST	\$47,720.29	\$27,326.95	\$23,467.30	\$28,186.62	\$126,701.16	\$268,673.66
SEPTEMBER	\$48,409.93	\$29,373.40	\$23,747.86	\$31,246.60	\$132,777.79	\$401,451.45
OCTOBER	\$47,573.21	\$28,082.26	\$23,314.03	\$29,495.56	\$128,465.06	\$529,916.51
NOVEMBER	\$48,052.61	\$27,701.45	\$23,666.85	\$28,698.21	\$128,119.12	\$658,035.63
DECEMBER	\$42,705.57	\$29,676.06	\$20,985.39	\$33,171.72	\$126,538.74	\$784,574.37
JANUARY	\$46,593.50	\$33,953.56	\$22,902.54	\$38,278.47	\$141,728.07	\$926,302.44
FEBRUARY	\$33,429.33	\$24,285.97	\$16,375.09	\$27,447.41	\$101,537.80	\$1,027,840.24
MARCH	\$35,115.03	\$26,064.75	\$17,209.50	\$29,818.79	\$108,208.07	\$1,136,048.31
APRIL	\$43,423.84	\$31,842.98	\$21,339.51	\$35,917.39	\$132,523.72	\$1,268,572.03
MAY	\$46,944.80	\$29,955.01	\$23,073.64	\$32,238.44	\$132,211.89	\$1,400,783.92
JUNE	\$43,870.78	\$27,004.68	\$21,564.66	\$29,185.68	\$121,625.80	\$1,522,409.72
TOTAL RECEIVED TO DATE	\$535,507.04	\$346,623.95	\$263,089.56	\$377,189.17	\$1,522,409.72	\$1,522,409.72
FY 17 BUDGET (Amended)	\$521,000.00	\$339,000.00	\$242,000.00	\$333,000.00	\$1,435,000.00	
PERCENT OF BUDGET	102.78%	102.25%	108.71%	113.27%	106.09%	

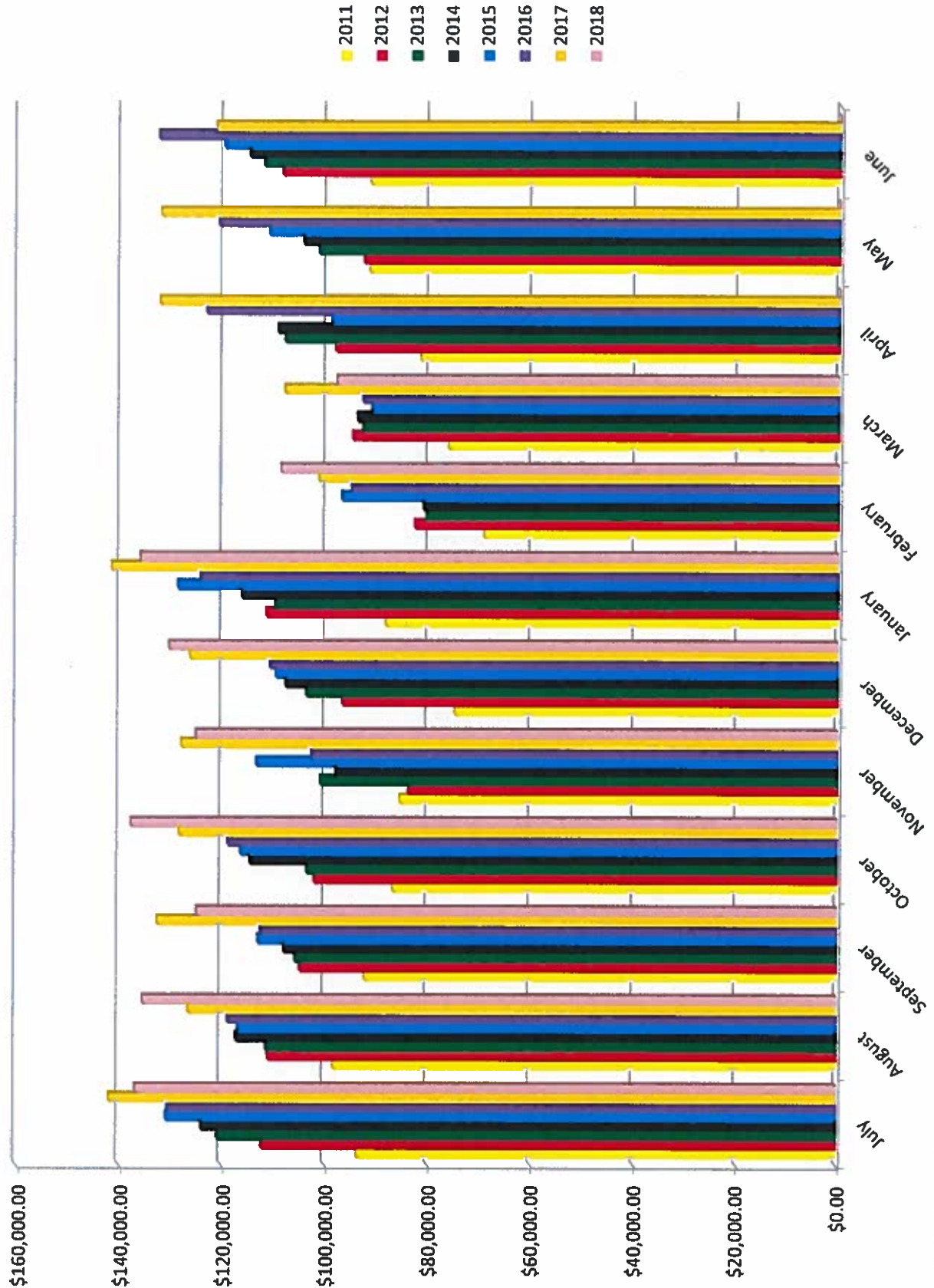
FISCAL YEAR 2016

CITY OF BREVARD
SALES TAX
FY16

	ARTICLE 39	ARTICLE 40	ARTICLE 42	HOLD HARMLESS	TOTAL	CUMULATIVE TO DATE
JULY	\$48,659.97	\$29,256.23	\$23,945.21	\$28,658.09	\$130,519.50	\$130,519.50
AUGUST	\$41,602.06	\$28,055.62	\$20,472.06	\$28,821.95	\$118,951.69	\$249,471.19
SEPTEMBER	\$41,494.41	\$25,760.47	\$20,369.83	\$24,933.17	\$112,557.88	\$362,029.07
OCTOBER	\$44,998.95	\$26,387.85	\$22,145.81	\$25,441.02	\$118,973.63	\$481,002.70
NOVEMBER	\$35,580.75	\$24,691.51	\$17,473.95	\$25,106.88	\$102,853.09	\$583,855.79
DECEMBER	\$39,172.62	\$26,121.20	\$19,215.03	\$26,427.33	\$110,936.18	\$694,791.97
JANUARY	\$38,886.54	\$31,773.44	\$19,112.69	\$34,617.25	\$124,389.92	\$819,181.89
FEBRUARY	\$33,345.35	\$22,811.66	\$16,319.27	\$22,666.68	\$95,142.96	\$914,324.85
MARCH	\$29,333.97	\$23,939.99	\$14,359.74	\$25,425.86	\$93,059.56	\$1,007,384.41
APRIL	\$43,152.58	\$28,958.85	\$21,330.97	\$29,863.78	\$123,306.18	\$1,130,690.59
MAY	\$42,160.91	\$28,730.18	\$20,722.44	\$29,463.40	\$121,076.93	\$1,251,767.52
JUNE	\$51,288.50	\$28,886.71	\$25,180.47	\$27,359.01	\$132,714.69	\$1,384,482.21
TOTAL RECEIVED TO DATE	\$489,676.61	\$325,373.71	\$240,647.47	\$328,784.42	\$1,384,482.21	\$1,384,482.21
FY 16 BUDGET	\$475,000.00	\$315,000.00	\$225,000.00	\$310,000.00	\$1,325,000.00	
PERCENT OF BUDGET	103.09%	103.29%	106.95%	106.06%	104.49%	

MUNICIPALITY	ARTICLE 39	ARTICLE 40	ARTICLE 42	ARTICLE 43	ARTICLE 44	ART 44 * 524	ARTICLE 45	ARTICLE 46	QTY HH	TOTAL
NEWTON GROVE	3,198.20	2,339.78	1,594.66	-	-	1,195.26	-	-	2,524.27	10,852.17
ROSEBORO	6,598.73	4,827.60	3,290.21	-	0.01	2,466.15	-	-	5,208.24	22,390.94
SALEMBOURG	2,422.53	1,772.32	1,207.91	-	-	905.37	-	-	1,912.05	8,220.18
TURKEY	1,736.81	1,270.64	865.99	-	-	649.10	-	-	1,370.82	5,893.36
TOTAL	424,663.01	310,681.38	211,742.17	-	0.41	158,709.35	-	92,088.13	-	1,197,884.45
SCOTLAND	(AD VALOREM)	191,954.66	152,471.82	-	-	53,505.48	-	-	(29,667.42)	457,771.23
EAST LAURINBURG	131.71	104.62	61.42	-	-	36.71	-	-	118.10	452.56
GIBSON	944.26	750.03	440.30	-	-	263.20	-	-	846.69	3,244.48
LAURINBURG	29,321.65	23,290.54	13,672.42	-	-	8,173.12	-	-	26,291.69	100,749.42
MAXTON *	1,105.95	878.47	515.69	-	-	308.27	-	-	991.67	3,800.05
WAGRAM	1,582.84	1,257.27	738.06	-	-	441.20	-	-	1,419.27	5,438.64
TOTAL	225,041.07	178,752.75	104,934.58	-	-	62,727.98	-	-	-	571,456.38
STANLY	(PER CAPITA)	368,542.11	210,234.15	-	0.30	53,035.12	-	-	(101,060.94)	706,436.92
ALBEMARLE	96,213.30	54,884.69	45,865.44	-	0.07	13,845.59	-	-	54,735.54	265,544.63
BADIN	11,811.06	6,737.60	5,630.40	-	0.01	1,699.67	-	-	6,719.29	32,598.03
LOCUST *	17,970.24	10,251.09	8,566.52	-	0.01	2,586.01	-	-	10,223.23	49,597.10
MISENHEIMER	4,022.57	2,294.67	1,917.58	-	-	578.87	-	-	2,288.43	11,102.12
NEW LONDON	3,700.28	2,110.82	1,763.95	-	-	532.49	-	-	10,212.62	10,212.62
NORWOOD	14,311.73	8,164.10	6,822.49	-	0.01	2,059.53	-	-	8,141.91	39,499.77
OAKBORO	11,894.61	6,785.26	5,670.24	-	0.01	1,711.70	-	-	6,766.82	32,828.64
RED CROSS	4,541.79	2,590.86	2,165.10	-	-	653.59	-	-	2,583.82	12,535.16
RICHFIELD	3,807.71	2,172.10	1,815.15	-	-	547.95	-	-	2,166.20	10,509.11
STANFIELD *	9,370.06	5,345.14	4,466.77	-	0.01	1,348.40	-	-	5,330.62	25,861.00
TOTAL	546,185.46	311,570.48	260,369.82	-	0.42	78,598.92	-	-	-	1,196,725.10
STOKES	(AD VALOREM)	215,536.26	219,590.01	-	(1.85)	137,233.29	-	-	(24,461.50)	663,297.14
DANBURY	235.08	239.51	125.87	-	-	149.68	-	-	278.16	1,028.30
KING *	16,928.24	17,246.62	9,063.59	-	(0.14)	10,778.32	-	-	20,030.36	74,046.99
TOBACCOVILLE *	-	-	-	-	-	-	-	-	-	-
WALNUT COVE	3,509.80	3,575.81	1,879.19	-	(0.03)	2,234.71	-	-	4,152.98	15,352.46
TOTAL	236,209.38	240,651.95	126,469.58	-	(2.02)	150,396.00	-	-	-	753,724.89
SURRY	(PER CAPITA)	587,259.78	314,804.04	-	32.60	-	-	153,251.57	(73,614.36)	1,254,234.43
DOBSON	12,834.70	6,880.12	5,955.57	-	0.71	-	-	-	6,752.37	32,423.47
ELKIN *	31,796.51	17,044.71	14,754.25	-	1.77	-	-	-	16,728.22	80,325.46
MOUNT AIRY	83,191.71	44,595.41	38,602.70	-	4.62	-	-	-	43,767.38	210,161.82
PILOT MOUNTAIN	12,101.05	6,486.84	5,615.15	-	0.67	-	-	-	6,366.39	30,570.10
TOTAL	727,183.75	389,811.12	337,428.47	-	40.37	-	-	153,251.57	-	1,607,715.28
SWAIN	(PER CAPITA)	84,985.26	70,009.95	-	(5.84)	21,929.61	-	-	(8,070.85)	210,952.20
BRYSON CITY	8,737.71	7,198.04	4,328.91	-	(0.60)	2,254.68	-	-	8,070.85	30,589.59
TOTAL	93,722.97	77,207.99	46,432.98	-	(6.44)	24,184.29	-	-	-	241,541.79
TRANSYLVANIA	(AD VALOREM)	200,144.00	166,302.25	-	2.75	10,507.05	-	-	(28,299.96)	446,547.15
BREWARD	29,640.75	24,628.89	14,497.39	-	0.41	1,556.06	-	-	27,781.70	98,105.20
ROSMAN	552.95	459.45	270.45	-	0.01	29.03	-	-	518.26	1,830.15
TOTAL	230,337.70	191,390.59	112,658.90	-	3.17	12,092.14	-	-	-	546,482.50
TYRRELL	(AD VALOREM)	24,938.76	19,278.29	-	-	10,472.49	-	-	(1,721.02)	65,984.95
COLUMBIA	2,057.23	1,590.29	1,073.74	-	-	863.89	-	-	1,721.02	7,306.17
TOTAL	26,995.99	20,868.58	14,090.17	-	-	11,336.38	-	-	-	73,291.12

FY 2011 - 2018 Monthly Sales Tax Comparison



STAFF REPORT

City Council, Monday, May 21, 2018

Public Works Monthly Staff Report

Council will receive the attached staff report for work performed during March, 2018.
This information is submitted as information only and with no action requested.

Speaker:

From: David Lutz, Public Works Director
Prepared By: Letha Cox, Administrative Services Manager
Melanie McCall, Administrative Assistant
Approved By: Jim Fatland, City Manager

Background:

N/A

Staff Recommendation:

N/A

Fiscal Impact:

N/A



TO: Mayor Harris and City Council Members

FROM: Public Works Department

APPROVED: Jim Fatland, City Manager

Projects, services provided, and community assistance included a variety of work performed by the department during the month of March; and reflects departmental implementation of the City's vision as a "safe, friendly, family oriented city with small town charm, outdoor recreation, arts, and culture that bring investment opportunities, environmental consciousness and economic diversity."

Strategy: Foster Economic Development

Foster economic diversity while enhancing the quality of life in an environmentally friendly way by creating an environment that promotes and encourages businesses, and business owners, attracted to and utilizing our natural assets of woods and water and our cultural / historical assets of music, arts, and outdoor recreation.

1. We foster economic development by protecting our natural assets of woods and water that uniquely define Brevard.
 - Continual Sewer Collections System inflow and infiltration elimination work comprised the following locations during March:
 - Video inspection of sewer mains and service lines were performed on a total of 2,849' to determine condition, verify location or depth, in search of suspected inflow and infiltration sites or service line blockages.
 - 40' of 4" sewer service line was inspected on E. Jordan Street.
 - 2,454' of 8" sewer mains were inspected on Grove Street, Loeb Drive, Maple Street and Railroad Avenue.
 - 355' of 12" sewer mains were inspected on Cashiers Valley Road and Hemphill Circle.

- Discovered sites were remediated with the following work performed:
 - A section of inflow discovered during a recent video inspection on W. Main Street was repaired with the following work completed:
 - 140' of asphalt and concrete were removed between manhole #BC-232 and #BC-233.
 - 100' of 8" sewer main and two (2) 4" commercial sewer tap service connections were replaced between England Street and Oaklawn Avenue.



W. Main Street asphalt removal.



4" commercial sewer tap installation on W. Main Street.

- An abandoned sewer service connection was inspected at 145 Whitmire Street reference pending demolition of a structure on the lot. Excavated to expose and plug the 4" service line to prevent inflow at the former connection.
- Two (2) additional taps contributing to system inflow were eliminated on Cashiers Valley Road. Both 4" taps were plugged approximately 40' from manhole #BC-050 near Mills Avenue.
- Excavated to determine the cause of a sink hole on Hawthorne Drive beside manhole #LS-163. An abandoned 4" sewer tap was located and found with pipe deterioration where connected to the manhole. The pipe was plugged and cemented to eliminate the tap. The trench was restored with stone and an 8' x 10' utility cut was patched with cold mix.



Hawthorne Drive site restoration.

- Inspected a report of a leak on the 20" sewer force main at the Waste Water Treatment Facility visible at an air release valve box outside the fence. Sewer from the Neely Road Lift Station wet well was dyed to trace the flow; no leak was visible at the suspected location. Samples were obtained and did not contain fecal matter. Visible water was determined to be storm water from a recent rain event.
- Inspected a reported sewer leak on Boxwood Lane. It was verified that the leak was in fact on a private service line and the customer was notified.

Location	Landscaping		Playground Inspection & Maintenance	Outdoor Sports
	Leaf Removal, Mowing, Mulching, Trash Removal, Trimming, Weeding	Watering, Fertilizing, Tree & Limb Removal, Miscellaneous	Equipment, Fencing, Shelters, Picnic Tables	Field Maintenance, Pre-Game Striping, Boat Ramp, Trail Maintenance
Asheville Highway Median	X	X		
Beethoven Park	X	X		
Bracken Mountain Preserve	X	X	X	X
Clemson Park				
College Corner - Highway Memorial	X			
East Main at East Main Ext.				
Edna Glaze Playground	X	X	X	
Franklin Park Playground	X	X	X	
Greenville Highway Civic Signs				
Hap Simpson Park	X			X
Heart of Brevard Business District	X			
Illahee Road Property				
N. Caldwell Street Picnic Area				
Park View Drive at Greenville Highway				
Park Avenue at Park View Drive				
Pickelsimer Park	X	X		
Sports Complex Grounds	X	X		X
Tannery Park	X	X		
Wilson Road River Access				

- We protect our outdoor recreation areas for public enjoyment. Park and playground improvements during the month of March included a variety of work. Each location was inspected for seasonal landscaping items and routine maintenance issues.
 - All parks and playgrounds were inspected weekly with no items noted for repair or replacement.
 - Leaves were blown and litter was removed from each location, including entrances, parking areas, picnic areas and walking paths.
 - Grass was cut, weed control conducted and plants were fertilized within the city parks and outdoor recreation areas.
 - Additional noteworthy items or extra maintenance activities are listed for outdoor recreation areas during March:

- **Bracken Mountain Preserve**

- Visited the preserve with Councilman Mac Morrow who provided directions to an access road into the park area for trail maintenance.
- Walked and performed an assessment of the existing trail through the park. Cut and removed five (5) trees and trimmed low hanging tree limbs along the trail. Inspected shelter, picnic area and pedestrian bridge.



Bracken Mountain Preserve fallen tree.



Tree removal on Bracken Mountain Trail.



Bracken Mountain Trail tree trimming.



Clearing trail debris.

- **College Corner**

- Pressure washed the Blue Star Memorial Highway sign.

- **Franklin Park**

- Litter, brush and fallen limbs were removed from the park.
- Refurbished the picnic areas with limestone. The walking path between the picnic shelter and playground area was leveled with limestone and limestone was installed to an additional 40' of pathway throughout the park. A small section was then graded to improve storm water runoff and additional limestone was added.

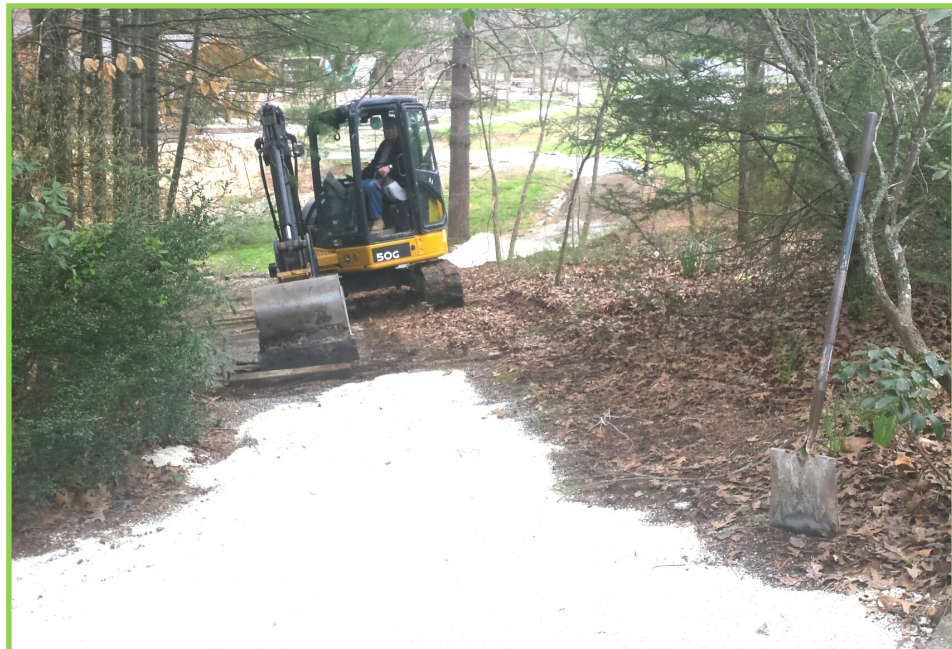
- A section of green space around a picnic shed was leveled with fill dirt and asphalt millings.
- Graded an area surrounding the picnic shelters and low areas were leveled with additional limestone.
- Wooden steps were rebuilt along a section of pathway and mulch was placed along the sides of the steps.
- High Country Tree Service cut and removed one (1) dead tree and additional dead tree limbs from other trees in the park.



Limestone installation in picnic areas.



Graded area surrounding picnic shed.



Franklin Park pathway improvements.

- **Hap Simpson Park**

- Pressure washed the park sign.
- Debris were removed from the parking lot and boat ramp due to flooding during recent heavy rain.
- Cultivated excess Monkey Grass from the park to be transplanted to the Sports Complex.



Pressure washing Hap Simpson Park sign.

- **Heart of Brevard Business District**

- Replaced two (2) sidewalk trash receptacle lids on W. Main Street.
- Emptied sidewalk trash receptacles.

- **Sports Complex**

- Removed litter from the complex.
- Inspected the proposed Arbor Day area at the facility with the Public Works Director.
- Covered excess field dirt with a tarp.
- Removed an area of gravel around the Concession Stand, between ball fields #1 and #2. Gravel was replaced with top soil and the area was prepared for planting. Monkey grass plugs were transplanted from Hap Simpson Park and watered.
- Continued sod placement in green spaces outside ball fields #1, 2, 3 and 5. Work included:
 - Additional areas surrounding all ball-fields were leveled with topsoil and sod was placed in green spaces.
 - Creek rock was placed between the sod and Field #2 to improve storm water drainage.



Replaced gravel with top soil for planting.



Additional sod surrounding ball fields.



Additional sod installation at the Sports Complex ball fields.



Sod installation in green space in front of the concession stand.



- Prepared soil and added a limestone landing for handicap patrons at the end of the pathway outside the fence of Field #3.
- Replenished and leveled limestone spaces at the bleachers outside Fields #4 and #5 to correct settling during recent rains.
- A new bench and decorative block were installed at the Daniel Furr Memorial. The area was leveled with limestone.



Daniel Furr Memorial bench installation.



Field #5 game day preparation.

- Prepared fields #4 and #5 for scheduled Brevard Middle School games. Fields were dragged, holes filled from recent field activity, chalk lines and base lines painted, debris and dust blown from dug-outs and trash receptacles were emptied.
- Ball field improvements:
 - Grass was cut on all ball fields and surrounding green spaces.
 - Fields #1 and #3
 - Replaced and painted existing foul poles yellow.
 - Fields #4 and #5
 - Repaired the pitchers mounds and batters box areas.
- Tannery Park
 - Hauled stone to the park for proposed improvements.
 - Hauled dirt from the Public Works yard and the Operations Center and installed 200' of silt fence to prevent erosion during fill dirt placement in a section of the park.

2. We foster economic development by ensuring our infrastructure is constantly maintained and replaced to serve existing and future business.

- **Pedestrian, bike and hike pathways were inspected for maintenance issues; litter was collected and dog waste stations emptied during the month of March. Additional items noted were:**
 - **Grass and weeds were trimmed along sections of the Allison Road, Asheville Highway, Eastatoe Trail, Gallimore Road, McLean Road, Poplar Street and Sports Complex bike pathways.**
 - **Allison Road**
 - **Inspected bridge at the bike path access for the condition of timbers. The timbers appeared to be in good condition at this time with no repairs noted.**
 - **Asheville Highway**
 - **A short section of bent wooden fence posts were straightened in front of CVS Pharmacy.**
 - **Eastatoe Trail**
 - **Weed killer was sprayed around fence sections and bollards along the bike path.**
 - **Sports Complex**
 - **Broken tree limbs were cut and removed along a section of pathway near Pisgah Forest Elementary School.**
 - **A deteriorated wooden bench was replaced with a new metal bench along a section of the bike pathway.**



Bike path litter.



Eastatoe Trail trail maintenance and weed control.

- **Street infrastructure improvements during March included:**

- **Storm water issues were reported with the following work completed:**

- **Installed 80' of 18" storm drain pipe on Cashiers Valley Road connecting with the existing 18" storm drain to the future Tannery Park property.**
 - **Scraped a portion of Deacon Lane and Hampton Road reference recent storm water damage.**
 - **Placed rip-rap stone along the edge of the street and vacant lot on Hilt Street Extension beside Woodsong Condominiums to improve storm water flow.**
 - **Inspected reported storm water damage along the edge of the road on Old Hendersonville Highway. Fill dirt and straw matting were placed to secure a section of eroded bank.**
 - **Removed debris from catch basins and drains along city streets.**
 - **Inspected a sink hole which developed over a storm drain pipe on Outland Avenue during a recent heavy rain event. The site was restored with stone.**
 - **A reported misplaced storm drain cover was placed back into position over a catch basin on Excelsior Drive.**
 - **Inspected an E. Main Street storm drain running between Rice Street and a creek, just beyond St. Philip's Episcopal Church property. A fire hydrant was opened to flow dye through the drain. Storm water flow was observed to the creek with no pipe discrepancies noted.**



Cashiers Valley Road storm drain installation.



E. Main Street storm drain inspection.



Ditch behind St. Philip's church running freely with dye.

- Ten (10) utility cuts were inspected for repair on Carolina Avenue (3), Hawthorne Drive (2), Kilpatrick Street, Oakdale Street (2), S. Caldwell Street and Silversteen Drive.
- Eighteen (18) potholes were patched on Country Club Road, Deerlake Road, Deer Run Street, Fox Cross Drive (2), Grove Circle, Probart Street (4), Railroad Avenue (2) and W. Main Street (6).
- A pothole complaint was inspected on Park Avenue; a traffic cone was placed at the location until patching by NCDOT can be performed.
- Scraped gravel roads and repaired large potholes along Boxwood Lane, Dodson Flats, Helen Lane and Humble Drive.
- Inspected a low section of asphalt along Whitmire Street. Recommended excavation to improve compaction of sub-surface and repaving. Findings were reported to the Field Operations Supervisor for further review.
- Two (2) dead animals were removed from Oakdale Street and Park Avenue.
- Litter was removed along the street right-of-way on Cashiers Valley Road.
- Removed graffiti from a section of Silversteen Drive.
- A fallen tree limb was removed from Deerlake Road.
- Personnel assisted JLS Paving, LLC with the following during the month of March:
 - Provided road closure barriers and signage on Old Highway 64 during utility cut patching.



Country Club Road pothole repair.



Old Highway 64 utility cut patching by JLS Paving, LLC.

- Spread stone along the shoulder of Morris Road reference recent patching by JLS Paving, LLC.
- Provided direction as to where to dump scrap/excess asphalt at the Public Work Facility.
- Pushed asphalt into piles as delivered during paving event.
- Sign maintenance included:
 - Repaired and straightened a *street name* sign at the intersection of Oakdale Street and Orange Street.
- Trimmed vegetation and tree limbs along the edge of Hemphill Circle and Jordan Road.
- Sanitation Division collected garbage, commercial recycling, brush and bagged yard waste during March.
 - A new dumpster was purchased by The Inn of Brevard and delivered to the Public Works Facility. The dumpster was relocated to the inn on E. Main Street by Sanitation personnel; the existing dumpster was donated to the city and will be sold as scrap metal.
 - Six (6) commercial businesses requested containers for participation in the recycle program. Carts or bins were provided for:
 - Arnold-Mlay Insurance (1)
 - Brevard Davidson River Presbyterian Church (1)
 - Maya's Grill (2)
 - The Squirrel's Nest (1)
 - Theophilus (1)
 - Underground Salvage Company (1)



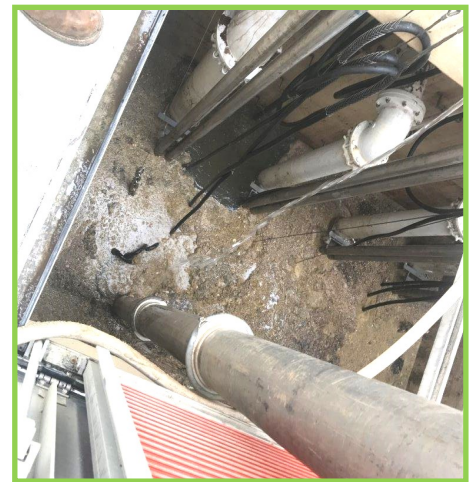
Weekly garbage collection.



Commercial cardboard collection.

March Sanitation Activities

- 5 Large televisions collected
 - 3 Electronic items collected
 - 17 Special trash pickups
 - 2 Single item special trash pickups
 - 8 Residential recycle carts delivered
 - 2 Residential recycle bins delivered
 - 7 Commercial recycle carts delivered
-
- Collections System infrastructure maintenance consisted of the following noted items during March:
 - System personnel responded to six (6) reported sewer line blockages during the month; five (5) of which were actual blockages and were cleared on Appletree Street, Carver Street, Cashiers Valley Road, N. Caldwell Street and Unity Drive.
 - Semi-annual visual inspections were conducted along the following high priority sewer lines with no issues noted at this time:
 - Brushy Creek Basin
 - Hospital Drive
 - Jumping Branch Basin
 - King Creek Basin
 - Lambs Creek Basin
 - Railroad Avenue at Bridge
 - Singing Branch Basin
 - Sewer lift station maintenance included:
 - Assisted Maintenance Technician Brett Taylor with pumping excess water out of the sewer flow meter pit at the Neely Road Lift Station.
 - Vacuumed grease out of the Neely Road wet well and delivered to the Public Works Facility for disposal in the waste pit. Pressure washed the exterior walls of the old lift station and the concrete wet well.
 - Photographed the interior of the Gallimore Road Lift Station as requested by the Public Works Director. Sprayed weed killer along the facility fencing and exterior walls of the lift station.



Neely Road wet well grease removal.



Neely Road Lift Station pressure washing.



Completed exterior pressure washing of old lift station.



Pressure washing the exterior of the old Neely Road Facility.

- **Cut grass and removed litter at the Bedford Place, Cadence Point, Deerlake Village, Gallimore Road, Lowes, Neely Road, Pisgah Fish Camp, Sports Complex, Straus Park and Transylvania County Solid Waste Lift Station facilities.**
- **A sounding pump station alarm was inspected at 49 Pike Place. The alarm was found to be on the customer's private sewer service line system. The owner was notified that the city does not maintain private pump line systems.**



Trimming weeds at the Bedford Place Lift Station.

- Sewer mains and/or service lines were cleaned using jetting equipment at the following locations:
 - 65' of 4" sewer service line on Appletree Street and N. Caldwell Street.
 - 6,650' of 8" sewer main on Batson Road, Cashiers Valley Road, Commerce Street, Dogwood Drive, Grove Street, James Street, Maple Street, Resada Drive, Unity Drive and Willow Drive.
 - 1,080' of 12" sewer main on Cashiers Valley Road and Hemphill Circle.
- Removed a sewer cleanout valve box and buried the neighbor's service line cleanout at 236 Carolina Avenue reference continual damage by vehicles accessing mailbox.



James Street 8" service line cleaning.

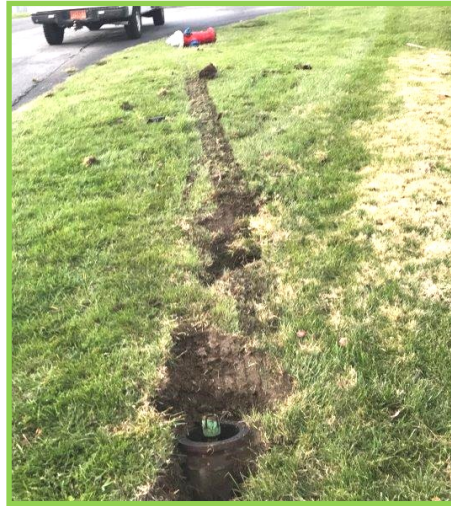


Carolina Avenue sewer cleanout valve box removal.

- Raised a sewer valve box level with the surrounding lot at 30 Summit Avenue after final grading for a new residence was completed.
- The Water Distribution maintenance and repair of the water system infrastructure included the following items in March:
 - There were fourteen (14) inspections for reported water leaks during March; five (5) of which were actual water leaks and were repaired on Burrell Mountain, Forest Hill Road, Little Bend Road, Old Hendersonville Highway and S. Caldwell Street.
 - Inspected the Burrell Mountain Water Tank lines between the tank location and Brevard Music Center property for suspected leaks reference increased water usage reported by the Water Treatment Facility. Correlators were used to listen on meters along distribution lines; however, no abnormal flow was detected. Distribution personnel will continue to monitor the area for any notable issues.
 - Leak repairs requiring service line replacement included a total of two (2) locations:
 - 6" section of 1" PVC pipe on Old Hendersonville Highway.
 - 2' section of 3/4" pipe on Forest Hill Road.

- Fire hydrant inspection and maintenance included the following:

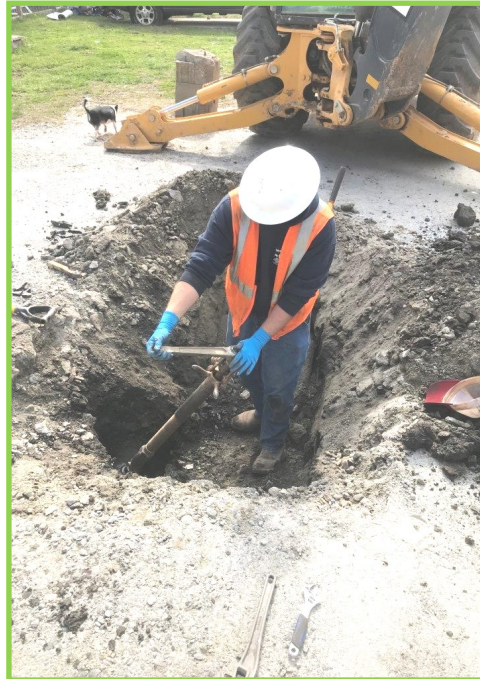
- Replaced fire hydrant #01-28 at 168 N. Broad Street damaged by a motor vehicle accident. Replacement included 2' of 6" ductile iron pipe.



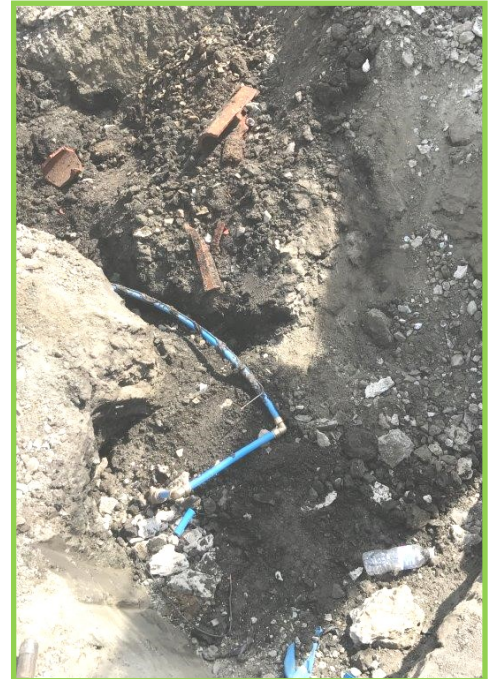
Railroad Avenue hydrant damage.

- Inspected and removed fire hydrant #35-19 on Railroad Avenue reference a hit and run motor vehicle accident near the entrance to Comporium. The Fire Department was notified of the damage and a Police report was filed.
- Water post hydrants were flushed and sampled for chlorine content on Cardinal Drive, East View Drive and Springhouse Trail to ensure water quality in the area.
- Performed fire hydrant flow testing on fire hydrants #65-19 and #65-20 on Mountain Industrial Drive requested by Rhett Pace for Oskar Blues Brewery.
- Attempted to replace the upper barrel on fire hydrant #01-18 on N. Broad Street in front of the Transylvania Times. However, the barrel was the wrong size and will be re-ordered.
- Water tank and pump station facility maintenance included:
 - A fallen tree limb and additional brush were removed from the Wal-Mart Water Tank facility access road.
 - Sprayed weed killer around pump houses, facility fencing and manholes at the city water Reservoirs.
- Meter and meter box maintenance included:
 - Water was restored for three (3) customers on Holcombe Road, Oakdale Street and Peace Drive reference billing issues with the Finance Department.
 - A water meter was turned off at a Park Avenue residence as requested for a customer's water leak repair.
 - Inspected a request for a meter to be turned on at 318 Oak Park Drive. Upon arrival the water meter had already been turned on with adequate pressure.
 - Inspected water pressure at a S. Caldwell Street business; a backflow preventer was found stuck in the closed position preventing flow to the building. The backflow preventer was replaced and service was restored.

- Water pressure was inspected at 65 Duck's Drive reference a report of continual low pressure in the residence. Low pressure was consistent and a pressure reducing valve could not be located to adjust. Replaced one (1) 3/4" water tap and 15' of 3/4" service line; reconnected to existing water meter and service was restored.



Duck's Lane water tap and service line replacement.



New service line connected to existing Duck's Lane water meter.

- Water pressure was inspected at a Deerwoode Lane residence and the back-flow preventer was found stuck preventing flow to the residence. Debris causing the issue was loosened and flow was restored.
- Pumped excess water out of a meter vault manhole on N. Broad Street in order for the meter reader to obtain a reading on meter #0012979215.
- Installed two (2) new 3/4" meter boxes, one (1) water meter and one (1) meter setting for new sub-divided lots on Elliott Road.
- Installed MXU (Meter Transceiver Unit) conversions on ten (10) existing 2" water meters.
- Inspected a water meter box on Fox Cross Drive. The angle valve was found easily operable with no debris in the box to prevent operations. A brick, placed under the box for support at the time of installation, was not impeding operation.
- Excavated a water meter box and leveled with the surrounding ground on Duckworth Avenue. The site was restored with grass seed and straw.

- Raised a water meter box level with the surrounding lot on Summit Avenue reference final grading for a new residence was completed.
- The following work was performed on S. Caldwell Street in preparation of the proposed sidewalk relocation and storm drain installation reference the N.C. Department of Transportation Street Widening Project:
 - Relocated one (1) 3/4" water meter 2' behind the proposed sidewalk installation area and replaced one (1) existing water meter box, one (1) 3/4" angle valve, one (1) dual angle check valve, one (1) yoke bar and 4' of 3/4" pipe.
 - A 15' section of 8" ductile iron water main on Jordan Street at S. Caldwell Street was cut and removed. Replaced and lowered the new 15' section of pipe to accommodate the storm drain installation. Per ORC Ben Robinson, the utility cut will be patched by the contractor Watson Contracting, Inc., when the storm drain installation is complete.
 - An existing 1" water service line on the Oakdale Street side of The Haven of Transylvania County was lowered. Work required the replacement of a 15' section of 1" plastic pipe and connection to water meter #10966452. A 2" fire line 3' in depth was also lowered, including replacement of 10' of 2" plastic pipe and connection to the existing fire line to the structure.
- Inspected a water meter at 119 Cashiers Valley Road for a possible backflow condition regarding high water usage. No backflow condition or leakage was present at the time of inspection. The Finance Department and the customer were notified of the findings.
- Inspected reports of no water at 37 and 74 Little Bend Road. The water had been turned off by a Duke Energy technician due to water service line damage caused by construction equipment. The service was restored and water was turned back on following completion of line repair.



Jordan Street water main relocation.

3. We encourage investment when we appear well-run and well planned. We show dedication and reliability by maintaining our city buildings and facilities.

- **City buildings and facilities are inspected daily and weekly depending on use and scheduled work, meetings and events. Routine maintenance and janitorial services are provided by city staff with major repair or improvements provided by professional technicians.**
- **Building and facility items requiring extra maintenance services were noted during the month of March and included the following:**
 - **Performed monthly inspection of all fire extinguishers located at each city building and facility.**
 - **Seasonal lawn care, weed control and outdoor landscaping improvements were conducted in and around all city buildings and facilities during the month.**
 - **City Hall, Council Chambers, Public Restrooms**
 - **Recyclables and excess cardboard were gathered and placed at the curb for collection as scheduled.**
 - **Replaced four (4) bulbs in the overhead light fixtures in the Planning Department.**
 - **Inspected a report of a wasp infestation in the Planning Department. Located an opening around a window frame where the wasps were entering the room. Caulked wooden window frame and patched holes to prevent subsequent wasp and insect infiltration.**
 - **Restroom lighting fixtures were inspected for a reported outage. However, upon arrival all lights were working properly.**
 - **Replaced the batteries in the Ladies Room sink hands-free controller at City Hall.**



City Hall Public Restroom cleaning.

- **Assisted Simplex-Grinnell technician with security alarm repair.**
- **Blew debris from around the HVAC chiller behind the facility to allow proper air flow.**
- **Inspected water fountains reported inoperable in the lobby. Fountains were found to have intermittent water flow. Adequate flow returns when button for use is held for a few minutes.**

Location	Housekeeping	Seasonal	Landscaping - Exterior	Electrical, HVAC, Plumbing
	Janitorial, Fire Extinguisher Inspections, Recycle Carts, Routine Maintenance Issues	Pest Control, Decorations, Painting, Winterizing	Mowing, Trimming, Watering, Flowers, Shrubs, Weed Control, Litter Removal	Inspection, Contract Services, Major Maintenance Issues
City Hall	X		X	X
Council Chambers	X			
Fire Department	X		X	X
Franklin Park Bath House	X			
Franklin Park Pump Building	X			X
French Broad Community Center	X	X	X	X
Girl Scout Hut	X			
Operations Center	X		X	
Parks & Property Office	X			
Planning Department	X	X		
Police Department	X		X	X
Public Restrooms	X			
Public Works Facility	X		X	X
Sports Complex Concession Stand	X		X	

- **Fire Department**
 - Set up a new treadmill in the fitness room.
 - Replaced the annual NC Department of Labor Certificate of Inspection for the compressor in the boiler room.
- **Franklin Park Bath House**
 - Public restrooms were inspected, cleaned and unlocked daily.
 - Inspected area at the garage door entrance. Removed overgrown grass, dead plants and excess landscape fabric and prepared area for seasonal improvements.



Franklin Park Bath House removal of dead plants.

- **Plumbing installations for proposed upgrades to the facility included the following items:**

- **Gathered a list of fittings and supplies in preparation for proposed repairs. Parts were purchased, delivered to the facility and assembled for installation.**
- **Installed plumbing pipe braces.**
- **Installed 24' of 1" water service line from the water meter to the building for connection to the 1" line inside the Bath House for shower improvements and installed vacuum breakers for new toilet valves.**



Franklin Park plumbing installations.

- **Connected the new water service line to interior plumbing, inspected for leaks and calibrated new toilet seals and valve components. All are operational with the exception of two (2) at this time.**

- **Franklin Park Pool**

- **Inspected chlorine levels in the main pool and kiddie pool. Replenished chlorine tablets in the dispenser and backwashed the kiddie pool filter.**

- **French Broad Community Center**

- **Inspected and cleaned the facility daily.**
- **Adjusted the thermostat to 70° at the facility.**
- **Inspected thermostat and new refrigerator; both were functioning properly.**
- **Inspected an ant infestation and placed "Terro" poison at the facility.**

- **Operations Center**

- **SDS books were updated with recent product safety data sheets.**
- **Facility offices and warehouse areas were cleaned.**
- **Cleaned service trucks #19 and #56.**
- **Utility stock was received and placed in the warehouse area.**
- **Completed a Collections System spare parts inventory.**
- **Performed a monthly inventory of Water Distribution stock items.**
- **Repaired facility hot water heater. Cleaned and dried the floors due to leakage caused by the heater prior to repair.**



Installing Operations Center privacy slats.



Leland Cypress tree installation.

- Installed privacy slats on gates and fencing between the parking spaces and the storage yard at the facility.
- Twenty-five (25) Leyland Cypress trees were ordered and delivered to the facility for landscaping improvements. Measured and prepared area for the planting of new trees by removing sections of grass, spraying weed killer around the edge of each hole in preparation for a mulch ring at each proposed tree well. Amended soil in prepared holes, planted, fertilized and watered newly installed trees.
- **Planning Department**
 - Erected a bulletin board as requested.
- **Police Department**
 - Replaced a bulb in an overhead light fixture in the radio room.
 - Re-attached a spring loaded hinge on the coat closet door.
 - Performed quarterly inspection and servicing of air condition units. Removed covers, cleaned filter media, coils and louvers. Enzyme tablets were added to prevent mold.
 - Repaired a door between the lobby and office area. Greased hinges, door lock piston and handles with graphite and lubricant; appears to lock and close properly.
- **Public Works Facility**
 - Garage door safety stops were inspected in the Vehicle Maintenance Garage.
 - A monthly walkthrough inspection of the fuel site was performed, including inspection of the fuel tank spill buckets, fuel pumps for leaks and depth measurement of the fuel for comparison to the automated tank gauge system.

- Uncovered a buried manhole #BC-203 located beside the fuel access gate at the Public Works Facility on Cashiers Valley Road. Located, excavated to a 6" sewer service line from the wash pit, removed sludge the drainage pit and hauled to the landfill for disposal. Installed a 4" clean check valve on the drain line to the pit.



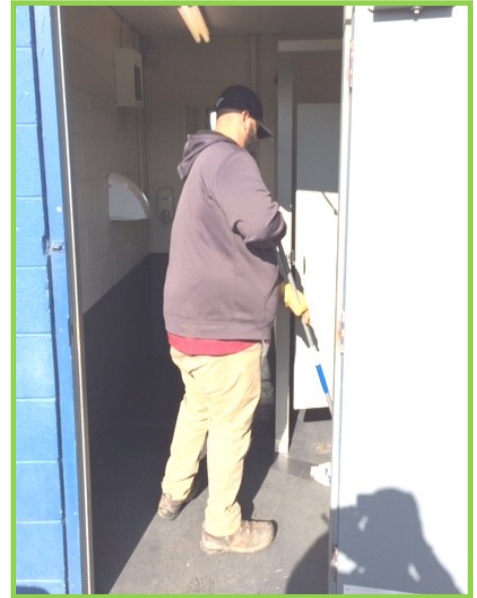
Excavated 6" sewer service line from the garage wash pit.

- Freshened mulch and planted pansies in the *Rosenwald Community* sign planter.
- Cleaned facility restrooms and the men's locker room.



Rosenwald Community sign planter improvements.

- **Sports Complex**
 - The Concession Stand and Public Restrooms were inspected, cleaned and re-stocked.
 - Collected trash receptacles and removed litter throughout the park.
- Parking lots at city facilities and in the Heart of Brevard District were maintained for appearance and vehicular use. Staff inspect each location for litter, landscape issues, signage and pavement markings. Seasonal upkeep is performed as needed and included leaf removal and weed control this month. Notable maintenance in addition to the routine activities included the following during March:
 - Sports Complex
 - Graded gravel portion of the parking lot.



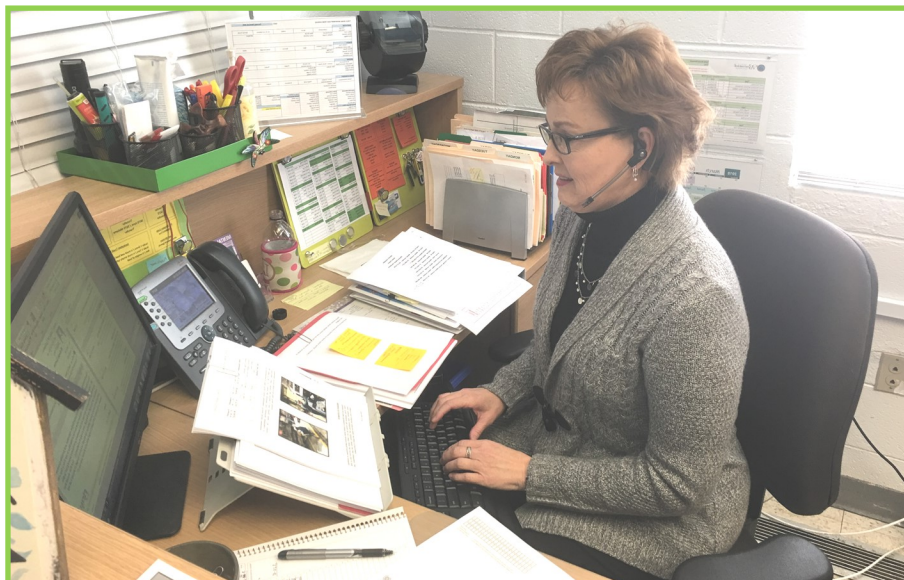
Cleaning Sports Complex Public Restrooms.

Strategy: Enhance Quality of Life

Encourage and enhance our family friendly and small town charm by bringing people of all ages together through physical connections within our community and to our natural assets of woods and water and personal connections to each other and to our cultural / historic assets of music, arts, and outdoor recreation.

1. We encourage and enhance our family friendly and small town charm by bringing people together through physical connections within our community.
 - The community appreciation of our culture and arts are shared with the City's collection of sculptures. Dedicated to continual care of the sculptures, each location is inspected monthly to ensure visual pleasure, and each artist's original concept offering. Noted items during March involving the sculpture collection are as follows:
 - Weed control was conducted in the landscape areas surrounding the Blue Heron, Raccoons, Ravens, Red Fox and Trout sculptures within the city.
 - *Cows, located on King Street at French Broad Street*
 - Cut grass, trimmed weeds and applied weed killer in landscape area.

- The Public Works Director attended meetings regarding various issues, and included the following during March:
 - Cathey's Creek Electric meeting reference Garage LED Lighting.
 - City Council Pre-Agenda Meeting.
 - City Council Meeting.
 - City Manager Meeting reference Neely Road Lift Station Dedication Plaque.
 - Elliott Road Property Development Meeting.
 - Hilt Street Drainage Issue with Woodsong Condominiums.
 - Kings Creek Phase II & III Construction Close Out Meeting.
 - Mary C. Jenkins Community Center Survey Meeting.
 - Parks & Trails Committee Meeting.
 - Pisgah Forest Rotary Club Presentation Meeting.
 - Project 150 - 150th Anniversary Event Planning/Arbor Day Meeting.
 - Proposed Equipment Purchases Meeting.
 - Public Works & Operations Center Landscape Improvements Meeting.
 - Railroad Avenue Improvements Meeting.
 - Tinsley Road Proposed Sewer Tap Meeting.
 - Weekly Staff Meetings.
- Administrative staff received a total of seven hundred, twenty-three (723) telephone calls during the month of March. Calls consisted of general information, utility and street maintenance requests, sanitation and recycle service requests, vehicle maintenance appointments, preventive maintenance reschedules, staff and director issues, inter-departmental requests, and various engineers, surveyors and sales representatives.



Administrative staff received 723 telephone calls during March.

- **Water Distribution and Collections System personnel provided the following community assistance, improvements or development items:**
 - Personnel assisted Watson Contracting, Inc. with excavation to an 8" water valve on Jordan Street at S. Caldwell Street. A worn out operating nut was replaced to enable valve closure during proposed construction if needed.
 - A new sewer main to accommodate new service connections for a sub-divided lot on Elliott Road was installed during March and work included the following:
 - Installed 50' of 8" sewer main from manhole #KC-155 to the edge of Tinsley Road.
 - One (1) new manhole was installed at the intersection of Elliott Road and Tinsley Road connecting to the existing 8" sewer main.
 - Installed two (2) 4" inside drops (flow channels inside manhole to direct incoming flow) in new manhole. Completed grouting and sealing interior of the manhole for new connection laterals.
 - Installed two (2) new 4" sewer taps for residential dwellings under construction.
 - Relocated one (1) residential sewer tap to the new manhole installed on Tinsley Road to serve an existing residence at 8 Elliott Road.
 - Service lines were installed for each new dwelling totaling 20' of 4" PVC pipe.
 - In addition to the sewer installations for Elliott Road, one (1) new residential 3/4" water tap and 15' of 3/4" service line were installed for the first of two homes under construction.



Leveling new Elliott Road manhole base.



Cutting tap in new manhole for future construction.

- Measured grade from Comporium's existing sewer service line on Railroad Avenue to manhole #KC-177 reference proposed relocation of the service line to accommodate the Railroad Avenue Bridge Replacement Project.
- One hundred, four (104) utility locates for water and sewer lines in proposed excavation sites or other requirements were marked with flags or marking paint for other utility companies, building contractors or citizens.

Utility Locates

- NC 811 Locates - 98
- Other Utility Locates - 6

- Additional locating work included:
 - Located an existing 1 - 1/4" pump line at 40 Sunrise Trace by inserting a metal fish tape from manhole #LS-259 for pipe locator to verify the direction of the pipe. Hydro-excavated to the line from the manhole to the edge of the property line to assist the contractor with line connection from the residence.
 - Located a water line in front of the cabins beside the lake at the Brevard Music Center to obtain the distance from the eve of the decks for pending easement dedications.
 - Marked an area for a locate request reference excavation for a proposed 2" water meter replacement at 1 W. Campus Drive.
 - Marked an area for a locate request at 200 Burrell Avenue reference proposed taps for new construction.
 - Located a water main on Ecusta Road to confirm pipe location prior to excavation reference a previous locate address was incorrectly provided for PSNC Energy.
 - Located an 8" sewer main at 161 Eagle Point Drive between manhole #GB-018 and #GB-019 to verify a previous NC811 locate request for JK Enterprises of WNC Incorporated.
 - Re-located utility lines at 120 N. Laurel Lane reference a prior NC811 locate request #A180661030-00A due to prior markings were no longer visible to the customer.



Brevard Music Center water line locate.

2. We encourage and embrace our family friendly and small town charm by bringing people together through personal connection with each other.

- Streets personnel erected or removed street banners as scheduled to promote community events held in the city.
 - Inspected additional locations for installation and erected forty-two (42) *150th Anniversary* pole banners.
 - *WCCA - Kindergarten Readiness Rally*
- Facility and special events within the city are scheduled and accommodated as requested by staff and may include meetings held at City Hall or in the community. Staff assisted with two (2) events during March:
 - *Oskar Blues 4 Mile Run*
 - Inspected and cleaned city streets for the weekend event as requested by the Pisgah Running Club.
 - Council Chambers was prepared for special gatherings with tables and chairs being relocated and placed as requested. Gatherings included:
 - Board of Adjustment Meeting.
 - City Council Meeting.
 - Safety Luncheon



Council Chambers Safety Luncheon preparation.

- Placement and removal of tables and chairs as requested by Human Resources.
- Delivered bags to Jana Carlson on Allison Road for a proposed litter pickup event to be conducted by the Mountain Sun School along the bike pathways.
- Collected sound system used during an event at Silvermont Mansion and returned to City Hall storage room.

- 3. A safe community is one where residents know the city provides reliable and consistent service.**
- The Vehicle Maintenance Division maintained the city and county fleet with one hundred, eighty-five (185) vehicles or equipment items serviced or repaired during March. Preventive maintenance and/or repairs were performed on one hundred, twenty-eight (128) city and fifty-seven (57) county assets.
 - A new utility trailer was delivered to Public Works from Jim Campen Trailer Sales. The trailer will be used to transport small equipment and supplies between facilities and parks. Upon arrival a weed eater rack and tool box were installed.
 - Delivered a new ATV (All Terrain Vehicle) purchased from 4 X 4 Country to the Public Works Facility. The ATV will be used to access Bracken Mountain Preserve for trail maintenance activities and other off-road projects.



New Polaris All Terrain Vehicle.

- **Employee activities and opportunities during March included:**
 - Employee Safety Breakfast.
 - FEMA National Incident Management Systems Training.
 - NC League of Municipalities Online Training.
 - Random Alcohol and Drug Screenings.
 - Commercial Driver's License Exam - Tanner Scruggs.

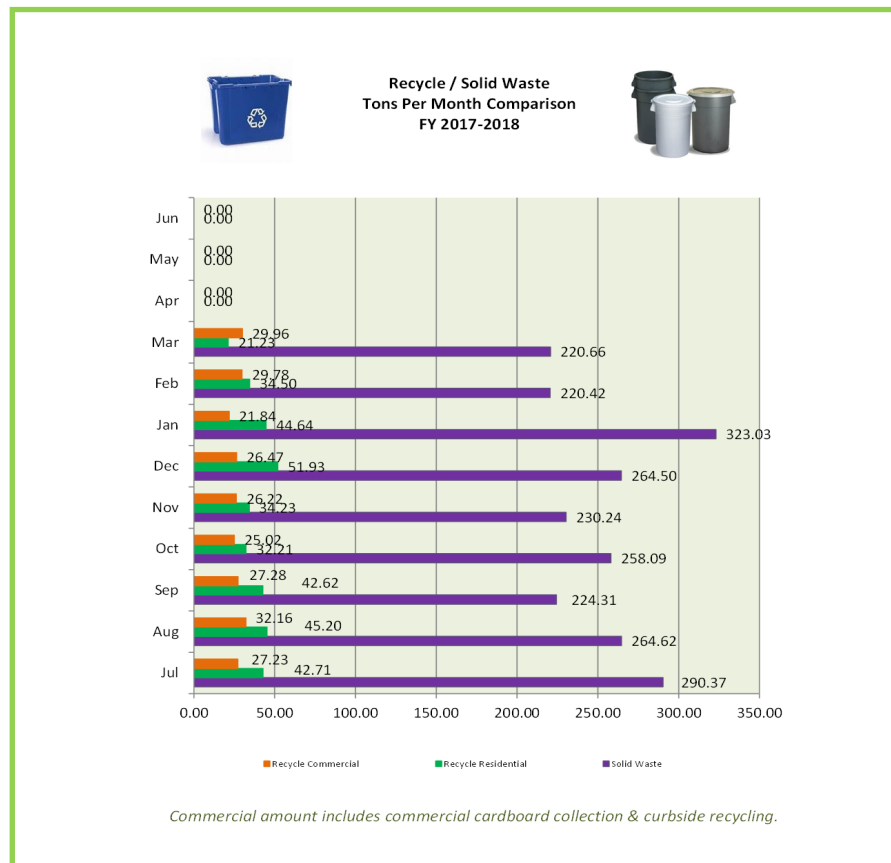
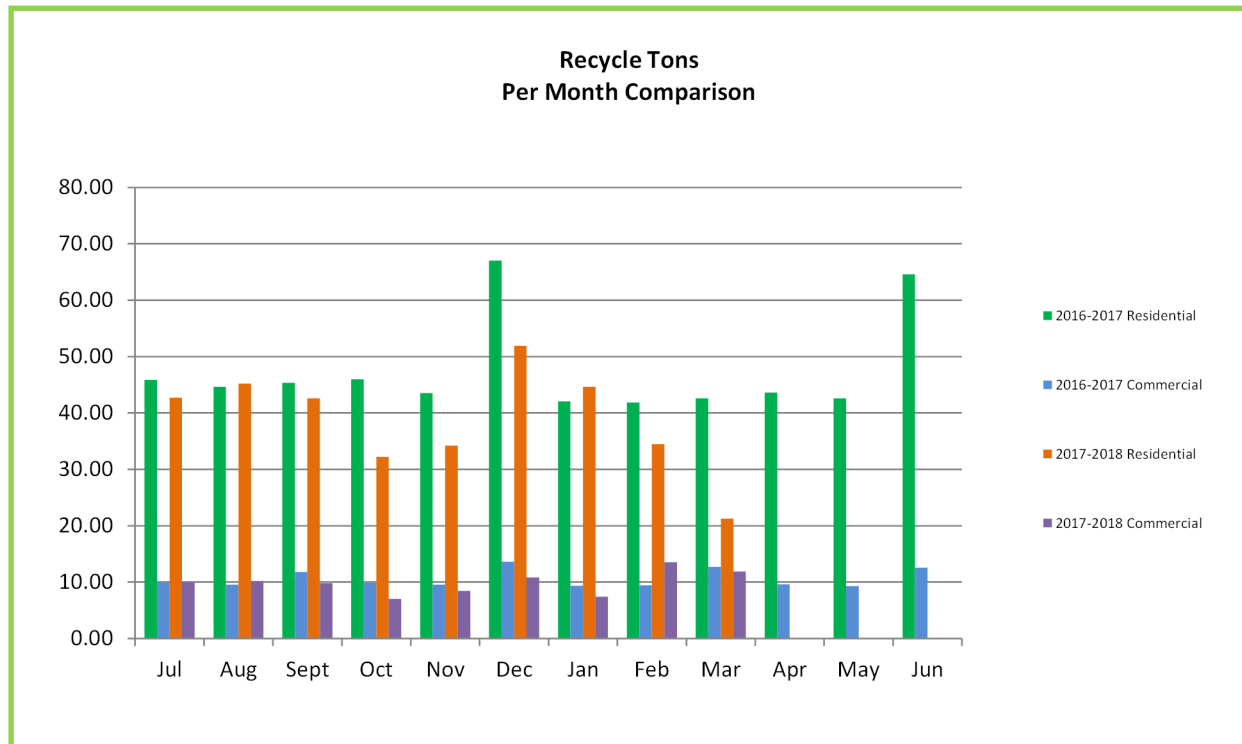
APPENDIX I: March Departmental Statistics

Service statistics are provided as indicators for Public Works performance and budgetary trends.

Item <i>*New item for FY 2017-2018 beginning August, 2017</i>	Previous Month (February)	Current Month (March)	Year To Date (July-March)	Previous FY Year Total 2016-2017
Administrative Call Log	683	723	7,234	8959
City Meeting or Event Prep*	2	6	26	0
Cardboard Collection	16.28	18.06	156.93	210.59
Electronics	0	3	14	57
Residential Recycling - Bin	1	2	17	32
Commercial Recycling - Bin	0	0	1	1
Residential Recycling - Cart	13	8	119	141
Commercial Recycling - Cart	7	7	37	60
Commercial Recycling	13.50	11.90	89.06	127.20
Residential Recycling	34.50	21.23	350.49	569.73
Solid Waste Collection	220	221	2,296.62	2,846
Special Collections	8	17	110	125
Single Item Collection	0	2	19	43
Television - Large (\$10)	0	5	49	54
Television - Small (\$5)	0	0	11	14
Barricade / Emergency Assist	0	1	11	44
Festival / Special Event Assist*	2	5	28	0
Flag Honors / Half Masts*	2	0	7	0
Street Banners	0	1	43	65
Potholes	20	18	99	74
Sidewalk Footage (Length)	17	0	352	686
Utility Cuts	13	10	84	102
Fleet Service - City Vehicles	112	128	1,020	1,458
Fleet Service - County Vehicles	67	57	585	773
I&I Video Inspections	3,713	2,849	21,583	26,078
Sewer Blockages	12	6	68	96
Sewer Tap New Commercial	0	0	3	3
Sewer Tap New Residential	1	2	17	11
Sewer Taps Repaired / Replaced	7	4	20	9
811 Locates	111	98	1,131	1,099
Utility Locates	13	6	63	217
Water Leaks	16	14	178	221
Water Meter Boxes	10	6	82	195
Water Meters New	0	1	22	18
Water Meters Other	27	23	158	154
Water Tap New Commercial	0	0	5	16
Water Tap New Residential	0	1	17	21
Water Tap Repaired / Replaced	0	1	3	9

APPENDIX II: March Sanitation Statistics

Sanitation statistics are provided as indicators for solid waste and recycling performance.



APPENDIX III: March Sanitation Statistics

Sanitation statistics are provided as indicators for city commercial cardboard collection performance.

- Revenue includes customer fees collected plus sale of cardboard to American Recycling of Candler, NC.
- Expense includes collection of commercial cardboard labor, fuel and vehicle maintenance during the month.

Revenue	\$6,526.78
Expense	\$5,185.15
Net Profit or Loss	\$1,341.63

APPENDIX IV: March Fuel Use Statistics

Fuel Use Statistics are provided as indicators for vehicle and equipment fleet fuel use by the city and county vehicle fleet.

- March fuel use increased by a total of 7.1% in gallons with an expense increase of 2% from the month of February, 2018.
- Current Unleaded Fuel Price: \$ 1.994 / last purchase on March 29, 2018.
- Current Diesel Fuel Price: \$ 2.145 / last purchase on March 29, 2018.

Entity Comparison	Current Month Gallons	Previous Month Gallons	Monthly Gallons Difference	Current Month Expense	Previous Month Expense	Monthly Expense Difference	% of Gallons Difference	% of \$ Difference
City Vehicles	5,304.40	4,992.30	312.10	\$9,825.10	\$9,751.02	\$74.08	6.3	0.8
County Vehicles	7,221.30	6,733.70	487.60	\$12,721.85	\$12,415.60	\$306.25	7.2	2.5
Narcotics Task Force	139.40	100.40	39.00	\$244.66	\$186.38	\$58.28	38.8	31.3
Totals	12,665.10	11,826.40	838.70	\$22,791.61	\$22,353.00	\$438.61	7.1	2.0

STAFF REPORT

City Council, May 21, 2018

Title: **Special Event Road Closure – Fourth of July Festival**

City Council will consider an ordinance declaring a road closure for this year's Fourth of July Festival.

Speaker: Daniel Cobb AICP, Planning Director

From: Daniel Cobb AICP, Planning Director

Prepared by: Aaron Bland AICP, Planner & Asst. Zoning Administrator

Approved by: Jim Fatland, City Manager

Background

The North Carolina Department of Transportation (NCDOT) issued new guidelines in July of 2015 for the process of closing or repurposing of state-owned highways for special events, which includes ordinance approval by City Council.

Discussion

The new NCDOT guidelines state the local municipality must pass an ordinance for each street closure of City-sponsored events. The State will neither approve nor deny such requests for closures, they will however, recommend alternative routes should they have a project scheduled for the same day as a special event. The attached ordinance is for this year's annual Fourth of July Festival. This year the event will feature special festivities for the City's 150th celebration.

Policy Analysis

The City has been sponsoring and permitting special events for several years. The passing of an ordinance only applies to City-sponsored special events on state roads. Permits sponsored by individuals or non-profits are permitted differently and do not require an ordinance.

Staff Recommendation

Staff recommends approval of the ordinance as presented (Attachment A).

City Council's options are as follows:

1. Approve the ordinance as presented.
2. Approve the ordinance with modifications.
3. Deny the ordinance as presented.

Fiscal Impact

None.

Attachments

- A. Closure Ordinance

ORDINANCE NO. 2018-__

**AN ORDINANCE DECLARING A ROAD
CLOSURE FOR THE FOURTH OF JULY FESTIVAL**

WHEREAS, Brevard City Council acknowledges a long tradition of providing an annual Fourth of July Festival for the pleasure and enjoyment of its citizens and visitors; and,

WHEREAS, Brevard City Council acknowledges this festival provides an opportunity for day-long, family-oriented activities; and,

WHEREAS, Brevard City Council acknowledges this festival requires a portion of Main Street (US Highway 276) and Broad Street (US Highway 64) to be closed for setup, activities, and cleanup; and,

WHEREAS, Brevard City Council acknowledges the importance of celebrating Independence Day as part of Brevard's 150th year; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

SECTION 01. Pursuant to authority granted by G.S. 20-169 the City of Brevard hereby declares the following temporary road closures during the days and times set forth below on the following described portion of a State Highway System route:

Date:	Wednesday, July 4, 2018
Time:	6:00AM – 7:00PM
Description:	Main Street (US 276): from Caldwell Street to Johnson Street and Broad Street (US 64): from French Broad Street to Morgan Street

SECTION 02. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 21st day of May, 2018.

Jimmy Harris
Mayor

ATTEST:

Jill Murray
City Clerk

APPROVED AS TO FORM:

Michael K. Pratt
City Attorney

STAFF REPORT

City Council, May 21, 2018

Title: **Special Event Road Closure – National Night Out**

City Council will consider an ordinance declaring a road closure for this year's National Night Out event.

Speaker: Daniel Cobb AICP, Planning Director

From: Daniel Cobb AICP, Planning Director

Prepared by: Aaron Bland AICP, Planner & Assistant Zoning Administrator

Approved by: Jim Fatland, City Manager

Background

The North Carolina Department of Transportation (NCDOT) issued guidelines in July of 2015 for the process of closing or repurposing of state-owned highways for special events, which includes ordinance approval by City Council.

Discussion

The NCDOT guidelines state the local municipality must pass an ordinance for each street closure of City-sponsored events. The State will neither approve nor deny such requests for closures, they will however, recommend alternative routes should they have a project scheduled for the same day as a special event. The attached ordinance is for this year's annual National Night Out event. This event is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, better places to live. The event this year will be the largest planned National Night Out event as Brevard celebrates its 150th anniversary.

Policy Analysis

The City has been sponsoring and permitting special events for several years. The passing of an ordinance only applies to City-sponsored special events on state roads. Permits sponsored by individuals or non-profits are permitted differently and do not require an ordinance.

Staff Recommendation

Staff recommends approval of the ordinance as presented (Attachment A).

City Council's options are as follows:

1. Approve the ordinance as presented.
2. Approve the ordinance with modifications.
3. Deny the ordinance as presented.

Fiscal Impact

None.

Attachments

- A. Closure Ordinance

ORDINANCE NO. 2018-__

**AN ORDINANCE DECLARING A ROAD
CLOSURE FOR NATIONAL NIGHT OUT**

WHEREAS, Brevard City Council acknowledges National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, better places to live; and,

WHEREAS, Brevard City Council acknowledges this event provides an opportunity for an evening of family-oriented activities; and,

WHEREAS, Brevard City Council acknowledges this festival requires a portion of Main Street (US Highway 276) from Broad Street (US Highway 64) to Johnson Street to be closed for setup, activities, and cleanup; and,

WHEREAS, Brevard City Council acknowledges the importance of celebrating this event in its 150th year; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

SECTION 01. Pursuant to authority granted by G.S. 20-169 the City of Brevard hereby declares the following temporary road closures during the days and times set forth below on the following described portion of a State Highway System route:

Date: Tuesday, August 7, 2018
Time: 4:00PM – 9:30PM
Route Description: Main Street (US 276) from Broad Street (US 64) to Johnson Street.

SECTION 02. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 21st day of May 2018.

Jimmy Harris
Mayor

ATTEST:

Jill Murray
City Clerk

APPROVED AS TO FORM:

Michael K. Pratt
City Attorney

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **Comprehensive Transportation Plan Update**

The North Carolina Department of Transportation is planning and update to the County Comprehensive Transportation Plan.

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

A comprehensive transportation plan (CTP) is a mutually adopted legal document between the state and the local area partners (i.e. Brevard, Rosman, and Transylvania County). When a CTP is adopted by NCDOT, it represents the state's concurrence with the identified transportation needs and proposed recommendations. However, it does not commit them to funding or constructing those project proposals, or to a particular project design. CTPs replace the thoroughfare plans that have been developed since the 1950's.

Discussion

The County's CTP was adopted in 2007, and updated in 2011. The State attempts to keep these plans current by updating them every ten years. The process typically takes between 18-24 months to complete and will begin this fall.

The CTP is the first step in the transportation planning process, which is outlined in the flowchart below.

CTP – Comprehensive Transportation Plan

SPOT – Strategic Planning Office of Transportation

TIP – Transportation Improvement Plan

PDEA – Project Development and Environmental Analysis Branch



Policy Analysis

Transportation planning is a key ingredient in the recipe for success of a small mountain community and is specifically referenced in the 2015 Comprehensive Plan, as demonstrated in *Element 5: Infrastructure*, below.

GOALS

With a robust and balanced transportation system, Brevard will:

- *Have interconnected neighborhoods with access to services and amenities via multiple modes of transportation.*
- *Enjoy safe and efficient travel around and through the City.*

With modern and capable infrastructure, Brevard will:

- *Be poised to support growth of both population and economic activity well into the future.*
- *Foster economic opportunities and capacity by ensuring availability of broadband internet.*

OBJECTIVE 5.1: *Increased safety and efficiency of vehicular traffic within and passing through Brevard.*

POLICY 5.1.A: *Collaborate with NCDOT and Land-of-Sky RPO to update and implement the Comprehensive Transportation Plan.*

POLICY 5.1.B: *Collaborate with NCDOT and the Land-of-Sky RPO to design and implement traffic flow and safety improvements along Asheville Highway and at major intersections.*

Recommendations

Report provided for information only. This project will require staff time and assistance as well as input from the Council and other city committees.

Fiscal Impact

None at this time. Report provided for information only.

STAFF REPORT

City Council, Monday, May 21, 2018

Title: Davidson River Pedestrian Bridge
Council will consider approval of a supplemental agreement to the Davidson River Bridge Project Contract.

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

The North Carolina Department of Transportation (NCDOT) is moving forward with construction of a pedestrian bridge over the Davidson River. This project (TIP EB-5858) is funded and scheduled for construction in near future.

Discussion

In November 2017 City Council adopted Resolution 2017-23 approving the original agreement between the City of Brevard and NCDOT which stipulates cost-sharing for the project. The original agreement approved in November 2017 was based on a cost estimate with outdated figures. The original estimate was based on a project cost of \$400,000, with a 20% match equal to \$80,000. The revised figures indicate a \$600,000 project cost which equates to 20% match of \$120,000.

Policy Analysis

This project will provide a safe crossing for pedestrians and bicyclists over the Davidson River, currently users must navigate a narrow vehicle-only bridge on Highway 64. The City's Comprehensive Plan supports this effort by way of the following:

POLICY 4.3.F: *Seek opportunities to create additional connections with Pisgah National Forest.*

POLICY 5.1.B: *Collaborate with NCDOT and the Land-of-Sky RPO to design and implement traffic flow and safety improvements along Asheville Highway and at major intersections.*

OBJECTIVE 5.2: *Increased connectivity of neighborhoods and key destinations through investments in cycling and pedestrian infrastructure and programs.*

POLICY 5.2.A: Update and implement the City's Bicycle and Pedestrian Plan, which prioritizes new sidewalk projects, new greenway projects, and facility maintenance.

POLICY 5.2.F: *Look for opportunities to connect greenways to neighborhoods.*

Recommendations

Staff recommends approval of the supplemental agreement and 20% matching funds and approval of an FY18 budget amendment.

Fiscal Impact

This project requires a 20% match. With a total estimated project cost of \$600,000, the City's share is \$120,000. The funds will be sourced from the general fund balance.

Attachments

- A. Supplemental Agreement
- B. Resolution of Support

NORTH CAROLINA
TRANSYLVANIA COUNTY

SUPPLEMENTAL AGREEMENT

DATE: 5/7/2018

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

TIP #: EB-5858

AND

WBS ELEMENTS: PE _____

ROW _____

CITY OF BREVARD

CON 47314.3.1

OTHER FUNDING:

FEDERAL-AID #:

CFDA #: 20.205

TOTAL SUPPLEMENTAL FUNDS [NCDOT PARTICIPATION] \$160,000

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department", and the City of Brevard, hereinafter referred to as the "Municipality."

WITNESSETH:

WHEREAS, the Department and the Municipality on 1/17/2018, entered into a certain Project Agreement for the original scope: design and installation of a pedestrian bridge over the Davidson River approximately 0.1 miles north of NC 280/US 64. This bridge will connect pedestrian foot traffic from US 276 to the greenway, programmed under Project EB-5858; and,

WHEREAS, the Department has allocated additional funding to the project.

NOW THEREFORE, the parties wish to supplement the aforementioned Agreement whereby the following provisions are amended:

FUNDING

The Department's original participation was \$320,000. The Department shall participate in an additional \$160,000 of Transportation Alternatives Program funds. The Municipality's original local

match was \$80,000. The Municipality shall provide the non-federal match in the amount of \$40,000 for a total participation of \$120,000.

Except as hereinabove provided, the Agreement heretofore executed by the Department and the Municipality on 1/17/2018, is ratified and affirmed as therein provided.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

L.S. ATTEST:

CITY OF BREVARD

BY: _____

BY: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Approved by _____ (Governing Board) of the City of Brevard as
attested to by the signature of _____, Clerk of the
_____ (Governing Board) on _____ (Date)

This instrument has been pre-audited in the manner
required by the Local Government Budget and
Fiscal Control Act.

(SEAL)

(FINANCE OFFICER)

Federal Tax Identification Number

Remittance Address:

City of Brevard

DEPARTMENT OF TRANSPORTATION

BY: _____
(CHIEF ENGINEER)

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (Date)

RESOLUTION NO. 2018-__

**A RESOLUTION ENDORSING A BIKE/PEDESTRIAN
BRIDGE ACROSS THE DAVIDSON RIVER**

WHEREAS, the North Carolina Department of Transportation (“NCDOT”) intends to construct the Davidson River Bike/Pedestrian Bridge, also known as NCDOT Project EB- 5858, which will be a bridge connecting the Estatoe Trail to US Highway 276; and,

WHEREAS, the extension of bicycle and pedestrian infrastructure across the Davidson River into the Pisgah Forest commercial area will be a significant advancement of City Council’s bicycle and pedestrian connectivity goals as outlined in Council’s vision statement and strategies, the Comprehensive Transportation Plan, the Comprehensive Pedestrian Plan, and Comprehensive Plan; and,

WHEREAS, the scope of the project consists of the design and installation of a pedestrian bridge over the Davidson River approximately 0.1 miles north of NC 280/US 64, this bridge will connect pedestrian foot traffic from US 276 to the greenway.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF BREVARD, NORTH CAROLINA THAT:**

Section 1. Brevard City Council hereby endorses and supports the construction of a bike and pedestrian bridge across the Davidson River at the location described herein, and hereby expresses its gratitude for NCDOT’s ongoing efforts to improve bicycle and pedestrian transportation in Brevard and Transylvania County.

Section 2. The estimated total project cost is \$600,000.

Section 3. Brevard City Council acknowledges and agrees that the City of Brevard is responsible for 20% of the cost of the bridge, which is equal to \$120,000.

Section 4. Brevard City Council hereby approves a supplemental agreement between the City of Brevard and NCDOT entitled “SUPPLEMENTAL AGREEMENT,” dated May 7, 2018. The City Manager of the City of Brevard is authorized and directed to execute such agreement.

Section 5. This Resolution shall become effective upon its adoption and approval.

Adopted and approved the 21st day of May, 2018.

Jimmy Harris
Mayor

ATTEST:

Jill Murray
City Clerk



CITY of BREVARD

The mission of the City of Brevard is to promote a high quality of life, support economic prosperity, and cultivate community while honoring its heritage and culture.

AGENDA ITEM

DATE: May 21, 2018

TO: Mayor and City Council Members

FROM: Jim Fatland, CPFO, City Manager/Finance Director

SUBJECT: Financing for Budgeted Capital Equipment Purchases

PREPARED BY: Tom Whitlock, Deputy Finance Officer

BACKGROUND: The approved FY18 Budget included the purchase and financing of capital equipment for the City of Brevard Public Works and Water & Sewer Departments. We have obtained equipment bids utilizing the State Contract pricing. Financing requests were sent out to ten (10) banks to finance \$307,336 for a ten-year loan. This loan was divided into a five-year loan for \$50,139 and a ten-year loan for \$257,197 to reflect useful life of equipment. Please see attached bid tab sheet and capital equipment list.

FISCAL IMPACT: Funds were included in the FY18 Budget to purchase and finance capital equipment for the Public Works and Water & Sewer Departments. Loan proceeds will be the source of funds to purchase the equipment and annual debt service will be \$40,837.

	<u>Five-Year</u>	<u>Ten-Year</u>
General Fund	\$7,433	\$21,893
Water & Sewer	<u>\$3,404</u>	<u>\$8,107</u>
Total	\$10,837	\$30,000

RECOMMENDATION: Approve Resolution with United Community Bank Inc. to provide five-year and ten-year financing at 3.09% interest rate. Payments will be made on a monthly basis which reduce the total interest cost on the loans.

Finance Department | (828) 885-5600
95 West Main Street | Brevard, North Carolina 28712 | www.cityofbrevard.com

Resolution No. 2018-__

A Resolution Approving Financing Terms

WHEREAS: The City of Brevard ("City") has previously determined to undertake a project for purchasing capital equipment (the "Project") costing \$307,336 and the Finance Officer has now presented a proposal for the financing of such Project as listed below:

DEPARTMENT	EQUIPMENT
GENERAL FUND	
PARKS & PROPERTY PARKS & PROPERTY SANITATION	ATV 2018 Ranger Diesel Crew w/winch & plow accessories Rotadairon Mesh Roller Reverse Tine Tiller RD130 NIV 2 - Cart Tipper Attachments / Model 600 Cart Tipper Attach.
SANITATION	Freightliner Garbage Truck VIN:3ALACXFE6JDJW3594
PUBLIC WORKS	
SEWER COLLECTIONS SEWER COLLECTIONS	Truck Bed Upgrade / Adkins Model #109-94-DW 9' HD Bed John Deere Excavator #JD-E VIN:1FF050GXHHH286018

BE IT THEREFORE RESOLVED, as follows:

1. The City hereby determines to finance the Project through United Community Bank Inc., in accordance with the proposal dated May 1, 2018. The amount financed shall not exceed \$307,336, five-year loan for \$50,139 and ten-year loan for \$257,197, the annual interest rate (in the absence of default or change in tax status) shall not exceed 3.09%, and the financing term shall not exceed ten (10) years from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The City intends that the adoption of this resolution will be a declaration of the City's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the United Community Bank Inc. financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City's general fund, or any other City fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict

with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted and approved this 21st day of May 2018.

Jimmy Harris
Mayor

ATTEST:

Jill Murray
City Clerk

CITY OF BREVARD CAPITAL EQUIPMENT LIST FY18 LOAN: 1 (Ten Year)					
DEPARTMENT	EQUIPMENT	AMOUNT	GENERAL FUND	UTILITY FUND	
GENERAL FUND SANITATION SANITATION	2 - Cart Tipper Attachments / Model 600 Cart Tipper Attach. Freightliner Garbage Truck VIN:3ALACXFE6JDJW3594	\$ 20,660 \$ 167,038	\$ 20,660 \$ 167,038		
PUBLIC WORKS SEWER COLLECTIONS	Excavator #JD-E VIN:1FF050GXHHH286018	\$ 69,499		\$ 69,499	
TOTAL:		\$ 257,197	\$ 187,698	\$ 69,499	

CITY OF BREVARD CAPITAL EQUIPMENT LIST FY18 Loan No. 2 (Five Year)					
DEPARTMENT	EQUIPMENT	AMOUNT	GENERAL FUND	UTILITY FUND	
GENERAL FUND					
PARKS & PROPERTY	ATV 2018 Ranger Diesel Crew w/ winch & Plow accessories	\$ 19,641	\$ 19,641		
PARKS & PROPERTY	Rotadairon Mesh Roller Reverse Tine Tiller RD130 NIV	\$ 14,750	\$ 14,750		
PUBLIC WORKS					
SEWER COLLECTIONS	Truck Bed Upgrade / Adkins Model #109-94-DW 9' HD Bed	\$ 15,748	\$	\$ 15,748	
		\$ 50,139	\$ 34,391	\$	\$ 15,748

CITY OF BREVARD CAPITAL EQUIPMENT LOAN FY18									
	REPAYMENT			INTEREST RATE	Estimated Monthly Payment	TOTAL PAYMENTS	CLOSING COSTS	TOTAL	
	PROPOSAL DATE	AMOUNT TO BE FINANCED	PERIOD (MONTHS)						
UNITED COMMUNITY BANK	5.01.2018	\$ 307,336	120	3.09%	\$ 2,987.09	\$ 358,450.80	\$ -	\$ 358,450.80	
ENTEGRA BANK	5.01.2018	\$ 307,336	120	3.55%	\$ 3,046.32	\$ 365,558.40	\$ 1,844.00	\$ 367,402.40	
SUN TRUST	5.01.2018	\$ 307,336	120	3.688%	\$ 3,066.26	\$ 367,951.20	\$ 250.00	\$ 368,201.20	
CITY NATIONAL BANK	5.01.2018	\$ 307,336	120	3.44%	\$ 3,070.24	\$ 368,428.80	\$ -	\$ 368,428.80	
BB & T	5.01.2018	\$ 307,336	120	3.56%	\$ 3,088.87	\$ 370,664.40	\$ -	\$ 370,664.40	
PNC BANK	4.24.2018	\$ 307,336	120	4.77%	\$ 3,225.76	\$ 387,091.20	\$ 600.00	\$ 387,691.20	
FIRST CITIZENS BANK	DID NOT RESPOND								
ASHEVILLE SAVING BANK	DID NOT RESPOND								
REGIONS BANK	DID NOT RESPOND								
WELLS FARGO BANK	DID NOT RESPOND								

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **Downtown Masterplan Grant Assistance**

Council will consider approval of hiring Pritchett Steinbeck Group, Inc. (PSG) to assist with the Development of a BUILD grant.

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

On April 25, 2018 the Downtown Masterplan Committee (the Committee) voted unanimously to direct Staff to apply for a Better Utilizing Investments to Leverage Development (BUILD) grant (formally TIGER). This opportunity for assistance was announced April 23, 2018.

Discussion

Following the Committee discussion we began searching for a qualified outside consultant to assist us in this endeavor. We spoke with seven different individuals and firms, including Land of Sky Regional Council and Transylvania County Planning and Community Development. The firms contacted are listed below:

- Renaissance Planning
- PSG
- Alta Planning + Design
- J S Lane Company, LLC
- WSP
- WithersRavenel
- Byington Landscape Architects

The City received proposals from everyone except WithersRavenel and Byington Landscape Architects.

After a review of the submitted proposals we requested follow-up questions from the top three firms – Renaissance, PSG, and Alt Planning + Design. The purpose of these questions was to gauge each firm's experience working in small towns in western North Carolina.

For the purposes of this grant Brevard is considered a rural area, with a population of less than 50,000 and outside of an urbanized area. Therefore, the construction of the Downtown Masterplan (DTMP) can potentially be funded at 100% by the U.S. Department of Transportation (USDOT). While a local match is not required for the application, the more local contributions

and letters of support we can provide, the stronger our application will be. Each state is limited to \$150 million with a minimum request of \$1 million and a maximum of \$25 million.

This year's budget for the BUILD program includes \$1.5 billion for grants. 30% of those funds are to be spent in rural areas. See Attachment A for additional information.

Policy Analysis

The DTMP has been a policy document since its original adoption in 2002. The plan was updated and designs drafted for Phase I of the plan in 2012. Due to the high cost of implementation (approximately \$12.7 million for all six phases), no direct action has taken place to date to implement this plan.

Recommendations

Staff recommends City Council hire PSG to assist the city with preparing and submitting a BUILD grant for the implementation of the Brevard Streetscape Plan.

The grant application is due July 19, 2018 at 8:00PM. Time is of the essence.

Fiscal Impact

The consultant fee for preparing the application and requisite appendices and reports is estimated to consume 270 hours of time for a total contract amount of \$22,929.

Attachments

- A. BUILD Grant Frequently Asked Questions
- B. PSG Proposal

2018 BUILD Applications FAQs

The following questions pertain to the FY2018 BUILD Transportation Discretionary Grant program.

What is the BUILD Transportation Discretionary Grant Program?

The Consolidated Appropriations Act, 2018 appropriated \$1.5 billion, available for obligation through September 30, 2020, for National Infrastructure Investments previously known as TIGER grants, and now renamed BUILD Transportation grants. As with previous rounds of TIGER, funds for the FY2018 BUILD Transportation program are to be awarded on a competitive basis for projects that will have a significant local or regional impact.

Funding provided under National Infrastructure Investments have supported capital projects which repair bridges or improve infrastructure to a state of good repair; projects that implement safety improvements to reduce fatalities and serious injuries, including improving grade crossings or providing shorter or more direct access to critical health services; projects that connect communities and people to jobs, services, and education; and, projects that anchor economic revitalization and job growth in communities. DOT intends to award a greater share of FY2018 BUILD Transportation grants to projects located in rural areas that align well with the selection criteria than to such projects in urban areas.

Who can receive BUILD Transportation Grants?

Eligible Applicants for BUILD Transportation Discretionary Grants are State, local and tribal governments, including U.S. territories, transit agencies, port authorities, metropolitan planning organizations (MPOs), and other political subdivisions of State or local governments.

Multiple States or jurisdictions may submit a joint application and must identify a lead applicant as the primary point of contact, and identify the primary recipient of the award. Each applicant in a joint application must be an Eligible Applicant. Joint applications must include a description of the roles and responsibilities of each applicant and must be signed by each applicant.

What types of projects are eligible for BUILD Transportation Discretionary Grant funding?

Eligible projects for BUILD Transportation Discretionary Grants are capital projects that include, but are not limited to:

- road or bridge projects eligible under title 23, United States Code;
- public transportation projects eligible under chapter 53 of title 49, United States Code;
- passenger and freight rail transportation projects;
- port infrastructure investments (including inland port infrastructure and land ports of entry); and
- intermodal projects.

Please note that research, demonstration, or pilot projects are eligible only if they result in long-term, permanent surface transportation infrastructure that has independent utility as defined in Section C.3.iii of the NOFO. Applicants are strongly encouraged to submit applications only for eligible a [Submit Feedback >](#)

What has changed in the FY 2018 BUILD Transportation competition?

This program was previously known as the Transportation Investment Generating Economic Recovery, or "TIGER Discretionary Grants," program and is now known as the Better Utilizing Investments to Leverage Development, or "BUILD Transportation Discretionary Grants," program. Many of the merit criteria of the BUILD program overlap with previous rounds of TIGER discretionary grants, though the program is refocused on infrastructure investment that will make a positive impact throughout the country. The FY 2018 BUILD Transportation Discretionary Grants program will give special consideration to projects located in rural areas. For this round of BUILD Transportation Discretionary Grants, the maximum grant award is \$25 million, and no more than \$150 million can be awarded to a single State, as specified in the FY 2018 Appropriations Act. As mandated by that Act, the Department will not use the Federal share as a selection criterion in awarding projects.

Do I need to submit a pre-application to be eligible for a BUILD Transportation Grant?

No. A pre-application is not required to be submitted prior to submitting a final application for the FY2018 round of the BUILD Transportation Discretionary Grants program. In lieu of the pre-application, we will be capturing much of the information previously collected there through the "BUILD 2018 Project Information" form available at www.transportation.gov/BUILD.

Where can I submit the Final Application?

Final applications must be submitted through Grants.gov. Access to the "Apply" function will be made available in Grants.Gov by June 4, 2018.

What if I am having technical issues with grants.gov?

Please refer to the following links for technical issues with grants.gov:

[Grants.gov Applicant Training](#)

[Grants.gov Online User Guide](#)

You can also contact Grants.gov Customer Support Hotline at 1-800-518-4726, Monday-Friday from 7:00 a.m. to 9:00 p.m. E.D.T.

How will the Department evaluate cost share and matching funds?

Per the Consolidated Appropriations Act, 2018, BUILD Transportation Discretionary Grants may be used for up to 80 percent of the costs of projects located in an urban area and up to 100 percent of the costs of a project located in a rural area. For a project located in an urban area, total Federal assistance for a project receiving a BUILD grant may not exceed 80 percent.

Non-Federal financial contributions can include State, local, and private sector funding; or other forms of cost share such right of way contributions, toll credits, or recycled revenue from the competitive sale or lease of publicly owned or operated assets. Projects that anticipate INFRA grant funding or other future DOT discretionary grant funding to complete a funding package will be less competitive than those projects that rely on other sources to complete a package.

The Department will evaluate the applicant's ability to generate new non-Federal revenue for transportation infrastructure investment; it will not use Federal share as a merit criterion. [Submit Feedback >](#)

projects.

What does new revenue for transportation infrastructure investment mean?

New revenue means revenue that is not included in current and projected funding levels and results from specific actions taken to increase transportation infrastructure investment. For example, an applicant may generate new revenue through asset recycling, tolling, tax-increment financing, or sales or gas tax increases. New revenue does not include the proceeds of a new bond issuance unless an applicant raises or commits to raising new revenue to repay the bonds.

The Department will consider actions to create new revenue only if those actions occurred after January 1, 2015 or will occur in the future; it will not consider actions that occurred before January 1, 2015. For applications that propose to generate revenue over multiple years, the maximum time period that should be used is 10 years, beginning on January 1, 2018.

The Department recognizes that applicants have varying abilities and resources to generate non-Federal revenue. If an applicant describes broader legal or fiscal constraints that affect its ability to generate non-Federal revenue, the Department will consider those constraints. As mandated by the FY 2018 Appropriations Act, the Department will not use the Federal share as a selection criterion in awarding projects.

Are planning grants available for the FY2018 BUILD Transportation Discretionary Grant program?

The Consolidated Appropriations Act, 2018 allows for the award of funding for the planning, preparation, or design of capital projects. Planning grant applications will be evaluated against the same criteria as capital grant applications. While the FY 2018 Appropriations Act allows funding solely for pre-construction activities, the Department will prioritize FY 2018 BUILD Transportation funding for projects that demonstrate the ability to move into the construction phase within the period of obligation.

How do I determine if my project qualifies as being rural?

The BUILD Transportation Grant Program defines "rural area" as any area outside an Urbanized Area (UA) as designated by the U.S. Census Bureau. Per the Census Bureau, a UA is an area that consists of densely settled territory with a population of 50,000 or more people.

The Department will consider a project to be in a rural area if the majority of the project (determined by geographic location(s) where the majority of money is to be spent) is located in a rural area (outside a UA). Costs incurred on an Urbanized Area border, including an intersection with an Urbanized Area, will be considered urban for the purposes of the FY 2018 BUILD Transportation Program. Unlike the FY 2017 TIGER program under which the Department made rural project determinations on a component-by-component basis, for the FY 2018 BUILD program, the Department will make a single rural or urban determination for each project.

To determine if a project is in an urban or rural area, please consult Census maps of Urbanized Areas:

http://www2.census.gov/geo/maps/dc10map/UAUC_RefMap/ua/ (detailed PDF maps for every UA)

<http://tigerweb.geo.census.gov/TIGERweb2010/> (click the layer for urban areas and zoom in to see)

How will BUILD Transportation Grants address the needs of rural areas?

The FY 2018 BUILD Transportation Discretionary Grants program is to award at least 30 percent (\$450 million) of funding for rural projects. The Department must also consider an equitable balance in funding for geographic diversity among recipients.

Underinvestment in rural transportation systems has allowed a slow and steady decline in the transportation routes that connect rural American communities to each other and to the rest of the country. New investment is necessary to grow rural economies, facilitate freight movement, improve access to reliable and affordable transportation options and enhance health access and safety for residents. To address these rural transportation infrastructure needs, DOT intends to award a greater share of BUILD Transportation Discretionary Grant funding to projects located in rural areas that align well with the selection criteria than to such projects in urban areas.

What criteria will be used to evaluate applications for BUILD Transportation Discretionary Grants?

The BUILD Transportation Discretionary Grants Final Notice of Funding Opportunity outlines the selection criteria in detail. For more information, please view the [NOFO](#).

What is the minimum and maximum grant award for BUILD Transportation Discretionary Grants?

For projects located in urban areas, the minimum award is \$5 million. Please note that the minimum total project cost for a project located in an urban area must be \$6.25 million to meet match requirements.

For projects located in rural areas, the minimum award is \$1 million.

The maximum award for all projects is \$25 million. Not more than \$150 million can be awarded to a single State.

What is the difference between a joint applicant and a partner?

A joint applicant refers to one or more Eligible Applicants, as described in the NOFO, who submit a single application. Multiple States or jurisdictions may submit a joint application and must identify a lead applicant as the primary point of contact. Joint applications must include a description of the roles and responsibilities of each applicant and must be signed by each applicant. Only an eligible entity may receive and administer BUILD funds upon award, and lead applicants who wish to administer their grants through eligible co-applicants (such as State DOTs) should create those relationships (such as through MOUs) to the extent possible prior to award.

A project partner refers to one or more stakeholders or collaborators that support the project. Project support can include, but is not limited to, help with public engagement or outreach, monetary contributions, planning, or public alignment with project priorities. A project partner need not be an Eligible Applicant.

Can an application contain more than one project component?

Yes, if the components demonstrate a strong relationship or connection between them. DOT strongly encourages each applicant to identify in their application the project components that have independent utility, independently align with the selection criteria, and meet NEPA requirements; and [Submit Feedback >](#)

each applicant to separately detail the costs and requested BUILD funding for those components, as well as the overall BUILD funding request.

Can I submit a program of projects?

Yes, if an applicant demonstrates the ability to generate additional non-Federal revenue for transportation infrastructure investment, as described above and in Section C.3.v of the NOFO may apply, exceeding the three-application limit, for multiple projects that collectively constitute a “program of projects.” A program of projects consists of independent projects that address the same transportation challenge and whose combined benefits, including funding efficiency, are greater than if the projects are completed individually.

For a program of projects, applicants must submit an application for each project within the program and describe how each project constitutes part of a program. Each project application within a program of projects must meet eligibility criteria described in Section C of the NOFO, demonstrate independent utility, and individually address the merit criteria within the NOFO. DOT will evaluate each application within a program of projects in the same manner in which it evaluates individual project applications. Each project within a program of projects is subject to the \$25 million award maximum and total awards cannot exceed \$150 million per State. Only one program of projects may be submitted by each eligible applicant.

If you intend to demonstrate independent utility on project components, is a BCA needed for each component or only for the entire project?

While USDOT allows for packages of projects to be included in a single grant application, each component of such package with independent utility should be evaluated separately, with its own BCA. The costs and benefits of each individual component may also be aggregated to provide a summary estimate of net benefits for the entire package. Where projects within a package may be expected to also have collective benefits that are larger than the sum of the benefits of the individual project components, applicants should clearly explain why this would be the case and provide any supporting analyses to that effect. DOT recognizes the technical challenges in preparing a BCA and encourages applicants to do their best in demonstrating the anticipated benefits and estimated costs of the entire project as well as appropriate components.

Are freight and transit projects competitive in BUILD Transportation?

The Department anticipates that in addition to meeting statutory requirements, the BUILD Transportation program’s focus on safety, state of good repair, economic competitiveness, environmental protection, and quality of life, means that freight and transit projects will be competitive.

Are eligible projects allowed to apply to both the BUILD Transportation and the Infrastructure for Rebuilding America (INFRA) programs?

Yes, projects that meet the minimum eligibility requirements for both programs may submit applications to both programs, but must timely submit separate applications that independently address how the project satisfies applicable selection criteria for the relevant grant program.

Is capital equipment or rolling stock eligible for BUILD Transportation funds?

Yes, equipment is eligible, but Federal requirements apply to the use of any grant funding. Please see section F.2. of the BUILD Transportation NOFO for information on Federal requirements.

[Submit Feedback >](#)

What broadband activities are eligible for a BUILD Transportation Grant?

If construction of the transportation project will allow concurrent installation of fiber or other broadband deployment as an essential service, the applicant should describe those activities and how they support quality of life. The Department will consider that information when evaluating the project's alignment with the quality of life merit criterion. Unless the concurrent activities support transportation, they will not be eligible for reimbursement.

What border or port security activities are eligible for a BUILD Transportation Grant?

If the construction of the transportation project will contribute to a state of good repair of transportation infrastructure that supports border or port security the applicant should describe how. The Department will consider that information when evaluating the project's alignment with the state of good repair selection criterion. Unless border security activities support surface transportation and are otherwise eligible under BUILD, they will not be eligible for reimbursement.

Are transportation projects that are located at a port or near the border but *without* any security elements still eligible?

Yes, as long as they meet the eligibility requirements described in Section C.3.i. of the NOFO.

Are maritime port projects eligible for BUILD grants?

Yes, similar to prior rounds of competition, maritime projects are still eligible for BUILD grants so long as they meet the eligibility requirements described in Section C.3.i. of the NOFO.

How do we get feedback on previous BUILD [or TIGER] Transportation grant submissions to improve chances of success?

DOT will debrief previous grant submissions with previous applicants. Please email BUILDgrants@dot.gov to schedule a debrief.

How does the evaluation process work?

First, technical evaluation teams made up of Departmental staff will determine whether projects satisfy statutory requirements and rate how well they address the merit criteria outlined in the NOFO. A Senior Review Team, comprising Departmental leadership, will then consider the applications and the technical evaluations to determine which projects to advance to the Secretary for consideration. The Secretary will ultimately make the final selection for awards, consistent with the statutory requirements for BUILD Transportation Grants and the selection criteria in the NOFO.

When will awards be made?

Under the FY 2018 Appropriations Act, the Department must make awards by December 18, 2018.

What is the difference between the obligation and expenditure deadlines?

The obligation deadline, September 30, 2020, is the date by which a BUILD Transportation award recipient must have a signed and executed grant agreement in place with the DOT. The execution of the grant agreement obligates BUILD Transportation funding for the awarded project. The deadline of September 30, 2025, is the date by which all BUILD Transportation funding



May 6, 2018

PROPOSAL AND QUALIFICATIONS

BUILD GRANT APPLICATION ASSISTANCE

FOR THE CITY OF BREVARD

Submitted By:



Contact: Alan Steinbeck | alan@psgplans.com | (P) 919.636.2834

PROJECT TEAM



Pritchett Steinbeck Group, Inc. (PSG) is a full-service transportation engineering and planning company with a people-centric approach to clients, stakeholders and project outcomes. The firm's professional staff is dedicated to creating innovative approaches to problem solving and providing clear information for decision-making. The company is fully-resourced to take on the challenge of clarifying the implications of our quickly-evolving transportation systems. PSG has an experienced group of professionals that form interdisciplinary teams to support the following practice areas:

- NEPA/Project Development and Environment (PD&E) studies;
- Roadway design;
- Environmental planning and permitting;
- Transportation modeling and traffic engineering;
- Market analysis and forecasting; and
- Multimodal transportation systems planning.

PROFESSIONAL STAFF

The following pages show the project-based resumes for each of the professional staff that will be working on this project. These resumes include project work completed at other firms.

Alan Steinbeck | Project Manager

Alan will serve as the client contact, the director of the project and the primary author of the grant application. He will ensure the grant criteria and requirements are satisfied.

Joce Pritchett, PE | Senior Engineer

Joce will assess and document the NEPA-related elements of the project and be responsible for compiling costs, funding sources, schedule considerations and implementation issues.

Tim Whaler, AICP | Senior Transportation Planner

Tim will prepare the maps and graphics for the application and document the transportation benefits of the project.

Cynthia Grizzle | Environmental Scientist

Cynthia will complete the environmental elements of the project and assist in the development of the benefit/cost analysis. Cynthia will also perform quality control.



We collaborate closely with our clients and partners to advance transportation projects through all the phases of the project development process.

Above: Macon, Georgia



We want to help you secure funding for this very important project. Alan Steinbeck has written over \$35,000,000 in successful grants during his career and has given consulting advice that has led clients and friends to millions more.

Above: Durham, North Carolina



ALAN STEINBECK

**DIRECTOR OF
PLANNING**

SUMMARY

Alan's experience includes overseeing and delivering projects and programs integrating issues of transportation, spatial analysis, physical planning, strategic thinking and placemaking. He has managed numerous multimodal transportation plans, area and master plans, corridor studies, forecasting projects, and area revitalization strategies. Alan has the ability to orchestrate complex projects that involve both technical details and high profile decision-making elements. He is an excellent communicator and has a successful record of accomplishment of building consensus around issues among technical staff, the public and elected officials.

EDUCATION

Master of Science, City and Regional Planning, Georgia Institute of Technology

Bachelor of Science, Architecture, Georgia Institute of Technology

PROJECT EXPERIENCE

US DOT DISCRETIONARY AND OTHER GRANT WRITING EXPERIENCE

TIGER VII Discretionary Grant Application – City of Greenville, North Carolina

Alan assisted the City of Greenville, NC in preparing a grant application for downtown roadway operational improvements and complete streets elements. The work included assistance in developing content, messaging the benefits of the project and program compliance.

Roles on the project: Project Manager overseeing overall scope and budget; secondary author and editor; lead on benefit/cost analysis technical work and documentation for vehicle and pedestrian improvements; costing of some project elements.

TIGER VII Discretionary Grant Application – City of Wilson, North Carolina

Alan assisted the City of Wilson, North Carolina in preparing a grant application for the US 301 corridor. In addition to the grant application and benefit/cost analysis, the work included conducting a public workshop to define the project elements. The project emphasized multimodal facilities and roadway rehabilitation.

As a result of this grant application, the City of Wilson received a \$10 million grant award from the US Department of Transportation.

Roles on the project: Project Manager overseeing overall scope and budget; secondary author and editor; lead on benefit/cost analysis technical work and documentation for vehicle and pedestrian improvements; project cost estimating; lead on the initial phase of the project that involved stakeholder workshops, conceptual design and feasibility.

TIGER VI Discretionary Grant Application – City of Asheville, North Carolina

Alan assisted the City in preparing this application, which covered roadway and intersection improvements, greenways and sidewalks in the River Arts District and surrounding neighborhoods. Alan had primary responsibility for document layout and design, maps and graphics and the benefit/cost analysis. Alan also developed a significant amount of the document's narrative content.

As a result of this grant application, the package of projects received a \$14.6 million grant award from the US Department of Transportation.

Roles on the project: Alan performed all of the consulting functions on this project except for map creation. The City performed cost estimating, project scheduling and wrote approximately 1/4 of the narrative.

TIGER III and IV Discretionary Grant Applications – City of Tampa, Florida and Tampa-Hillsborough Expressway Authority

These grant applications included the final segments of the Tampa Riverwalk and the first phase of the Selmon Greenway. Alan served as the project manager for a precursor study to define the opportunities and challenges of alternative alignments for the Selmon Greenway and to determine their feasibility.

The Selmon Greenway Feasibility Study and Master Plan received a Community Design Award for Master Planning and Urban Design from the Hillsborough County City-County Planning Commission.

The TIGER IV application led to a full funding award of \$10 million from the US Department of Transportation.

Roles on the project: Project Manager overseeing overall scope and budget; primary author of the original grant text; editor and secondary author on second version of grant application; lead on benefit cost analysis; project cost estimation; project feasibility and alignment for Selmon Greenway.

TIGER II Discretionary Grant Application – Tampa-Hillsborough Expressway Authority

Alan had primary responsibility for this grant application, authoring the narrative and overseeing the technical work required. The application required a benefit/cost analysis and the satisfaction of criteria relating to economic stimulus, transportation operations and other user benefits. The projects included the Selmon Expressway re-decking and widening, the Selmon Greenway and Tampa Riverwalk, which was in the application through a partnership with the City of Tampa.

Roles on the project: Project Manager overseeing overall scope and budget; primary author; lead on benefit/cost analysis; project cost estimation.

TIGER Discretionary Grant Application – Tampa Port Authority

Alan led the development of this grant application working with a team of engineers, economists and planners, authoring a substantial portion of the narrative and substantiation of technical analysis meeting the criteria of the grant program. The application presented the need to reconstruct the Richard E. Knight Pier, which is the most vital public asset in the liquid fuels terminals at the Port of Tampa.

Professional Proposals and Consulting Services

Alan has written well over \$2,000,000 of successful professional proposals as a private consultant. These have been for work with federal, state and local public clients. As a practicing consultant, he has overseen the delivery of over \$3,000,000 in work as a project manager and over \$1,000,000 as a managing principal. This work has included the creation and publication of numerous professional quality documents and has led to the implementation of a significant number of public projects and programs throughout the United States.

Choice Neighborhoods Implementation Grant – Housing Authority of Winston-Salem

Alan prepared an implementation grant application under the Choice Neighborhoods Initiative of the US Department of Housing and Urban Development. The project included building on the Transformation Plan prepared for the Cleveland Avenue Homes in Northeast Winston-Salem. Alan detailed a transformative redevelopment strategy including the public housing redevelopment. The application involved specific program design, cost estimating and interagency coordination. Alan was the project manager for this assignment.

5th Street Bridge and Redesign – Georgia Institute of Technology

Alan inspired an initiative for Georgia Tech and Midtown Alliance to seek funds in the project gaming cycle overseen by the Atlanta Regional Commission. Alan wrote the application and assisted Georgia Tech with compliance and interagency coordination. The project was awarded \$1.7 million.

RELEVANT TRANSPORTATION PLANS AND STUDIES

East of the Riverway Transportation Network Plan – City of Asheville, North Carolina

Alan participated in a multimodal transportation planning process to identify short-term improvements needed in the area of the River Arts District and its adjacent, economically diverse neighborhoods. The study included an integrated land use, development scenario and network analysis. The project addressed elements of economic, community and workforce development, access to goods and services and access to employment. Alan facilitated engagement activities, supported the development of transportation improvements and led the analysis and modeling of development potential within the district.

Waco Area Thoroughfare Plan Update and Design Guidelines - Waco Metropolitan Planning Organization

Alan led a team of planners and engineers to update the existing Waco Thoroughfare Plan, which establishes the long-term roadway network for McLennan County. The team established a revised street network hierarchy based on the ITE Context Sensitive Solutions Manual and created roadway design guidelines that emphasize the needs of

Livable Roadways Guidelines – Hillsborough County Metropolitan Planning Organization

The guidelines provide a basis for designing roadways that support all modes of transportation and add integrity, value and beauty to the communities that they serve. They ensure that projects implemented in the County meet the goals of the Long Range Transportation Plan. The guidelines were also used to develop policies for the Hillsborough County and City of Tampa Comprehensive Plan. Alan managed the team that developed the guidelines and worked to get the policies integrated into comprehensive plan policies. The Sun Coast Section of the American Planning Association recognized the Livable Roadways Guidelines as a Distinguished Project within the region.

Sidewalk, Pedestrian and Multimodal Infrastructure Access Plan – City of Winter Haven, Florida

Alan assisted the City of Winter Haven in developing a comprehensive master plan for sidewalks, bicycle lanes and multi-use trails. The project included needs planning, facility design issues, public involvement, innovative approaches to prioritizing, infrastructure inventory, and the design of a database, which is being used to plan, schedule and track improvements to the multimodal network.

Downtown Tampa Transportation Vision and Implementation Plan – Hillsborough County Metropolitan Planning Organization

This was a collaborative effort between the Hillsborough County Metropolitan Planning Organization, the Tampa Downtown Partnership and the City of Tampa. As project manager, Alan orchestrated and conducted a process to bring clarity to the transportation needs and opportunities for downtown and to develop consensus among the numerous and diverse stakeholders involved.

Roswell Road/Johnson Ferry Road Streetscape – Sandy Springs Revitalization, Inc.

Alan managed the design contract and served as project manager for this several mile streetscape project. In addition to enhanced sidewalks, trees and pedestrian lighting, the project included relocation of utilities. The project required close coordination with Fulton County and the Georgia Department of Transportation on issues of funding and design. Some of the project was on private property, requiring easements and site access and design considerations. Alan worked with numerous property owners and tenants throughout the design of the project.

Midtown Atlanta Streetscape Program Management – Midtown Alliance, Atlanta, Georgia

Alan was responsible for a very ambitious streetscape program for the Midtown area of Atlanta. He managed a design contract for the 10th Street/Piedmont Avenue streetscape, and developed streetscape and lane configuration concept plans for West Peachtree Street, 14th Street and Spring Street. His program management responsibilities included cost estimating, scheduling, grant writing and grants management. Alan also worked with the utility companies and the City of Atlanta on street lighting and burial of utilities.



JOCELYN PRITCHETT, PE
DIRECTOR OF
ENGINEERING

SUMMARY

Ms. Pritchett has served as project manager and task leader for a variety of transportation planning and design projects ranging from railroad to highway to general transportation planning. Her project experience has included transportation studies, noise studies, environmental assessments, environmental impact statements, public meetings and community advisory team involvement, alternatives analysis, and context sensitive design for a variety of projects. This variety provides her with a comprehensive understanding of the planning processes required by various agencies and the elements required to evaluate and minimize potential impacts.

EDUCATION

Master of Science, City and Regional Planning, Georgia Institute of Technology
Master of Science, Civil Engineering, Georgia Institute of Technology
Bachelor of Science, Civil Engineering, Mississippi State University

PROJECT EXPERIENCE

TRANSPORTATION PLANS AND STUDIES

Vicksburg River Bridge Parkway Study, Warren County, MS

Developed a report for the Vicksburg Bridge Commission detailing the study of all aspects required to convert the Old Mississippi River Bridge to a bicycle and pedestrian parkway. Study involved a detailed assessment of nationwide Rails-to-Trails projects, liabilities involved with two states (Mississippi and Louisiana), design aspects, cost estimates and benefit cost analysis.

MDOT City of Laurel Transportation Study, Laurel, MS

Project manager for comprehensive transportation study for the state highways and interstate system in and around the city of Laurel. Project included environmental screening (historic areas, wetland delineation, land use) and public involvement to help identify best locations for the routes.

GDOT Northern Sub-Area Planning Study, Atlanta, GA

Environmental task leader for a multi-million dollar land use and transportation study for the northern portion of the Atlanta metro area. Responsibilities included oversight of all environmental studies including air quality, water availability and wetland delineation. Work also included participation in the extensive public involvement effort.

MDOT US 49W Relocation, Humphreys County, MS

Project Engineer responsible for all roadway design, alignments, drainage, and preparation of right-of-way and final construction plans for a new 4-lane facility between the Yazoo-Humphreys County line and Silver City in the Mississippi delta.

MDOT Greenville Connector Environmental Impact Statement, Greenville, MS

Project Manager and Document Manager for an EIS of a 15 mile interstate facility connecting the City of Greenville to the new proposed Interstate 69 in the Mississippi Delta. The Project included an extensive public involvement campaign to assist with alternatives development.

MDOT SR 42 Relocation and Improvements, Forrest County, MS

Project Manager and roadway engineer for five miles of four lanes on new location, five miles of 4-laning an existing 2-lane highway, and four miles of widening from two to five lanes with curb and gutter drainage. Management responsibilities included meetings with the client and sub-consultants, invoicing, overseeing survey crews, soil testing sub-contractor, and a team of five engineers and technicians. Engineering responsibilities included design of alignments, cross-sections, and right-of-way.



TIM WHALER, AICP

**SENIOR
TRANSPORTATION
PLANNER**

SUMMARY

Tim is a project manager and analyst with experience in program management, community planning initiatives and projects requiring spatial analysis. His work includes working directly for and on behalf of local governments to create, implement and monitor policies for physical development and oversee community development initiatives. Tim has also prepared numerous system plans for transportation and public infrastructure. His project involvement includes public financial strategies, multimodal transportation planning, comprehensive planning, and GIS data analysis and mapping.

EDUCATION

Bachelor of Science in Geography, with a minor in Urban and Regional Planning, Florida State University

PROJECT EXPERIENCE

MULTIMODAL TRANSPORTATION PLANNING

TIGER II Discretionary Grant Application – Tampa-Hillsborough Expressway Authority

Tim provided technical support for this grant application. The application required a benefit/cost analysis and the satisfaction of criteria relating to economic stimulus, transportation operations and other user benefits. The projects included the Selmon Expressway re-decking and widening, the Selmon Greenway and Tampa Riverwalk, which was in the application through a partnership with the City of Tampa. Roles on the project: GIS analyst; benefit/cost analysis; documentation.

Selmon Greenway Feasibility Study - Hillsborough Metropolitan Planning Organization

The Hillsborough MPO and Tampa Hillsborough Expressway Authority envisioned an urban trail traversing Tampa's downtown core and utilizing the footprint of the Selmon Expressway. The Selmon Greenway provides a critical link to a broader regional trail system and accessibility for pedestrian and bicyclists to downtown destinations. Tim served as task manager for the data inventory, feasibility analysis, and illustrative graphics.

Virginia Avenues/Lake Highland Transportation and Land Use Study – City of Orlando, Florida

Tim led the transportation network performance assessment for an integrated transportation and land use study to help the Lake Highland neighborhood proactively envision a neighborhood plan to leverage potential development opportunities, improve transportation options and network connectivity, and retain the local character.

Sidewalk, Pedestrian and Multimodal Infrastructure Access Plan - City of Winter Haven, Florida

Tim was responsible for the data collection, development and organization of GIS data, mapping, multimodal quality of service analysis, development and evaluation of multimodal alternatives, defining project priorities and phasing for financial feasibility, and assisting in facilitation of public workshops.

Downtown Mobility Study – Cities of Bradenton and Palmetto, Florida

Tim was responsible for the development of GIS base maps, multimodal quality of service analysis, development and evaluation of multimodal alternatives, defining project priorities and phasing for financial feasibility, producing illustrative graphics, and assisting in facilitation of public workshops.

Seminole by Design: Streetscape Design Guidelines – City of Seminole, Florida

The project included a comprehensive set of strategic streetscape design guidelines to guide future public and private investment within the City. Tim conducted an on-site analysis, documenting the area's existing conditions through photographs and surveying roadway dimensions. He also served as a facilitator at the public workshop and assisted with presenting the design guidelines to community stakeholders and public officials.



CYNTHIA GRIZZLE

**DIRECTOR OF
ENVIRONMENTAL
SERVICES**

PROJECT EXPERIENCE

SR 54 Design, Pasco County, Florida

Environmental Scientist. This is a design project for 3.3 miles of a six-lane urban roadway including wetland mitigation and permitting. Performed wetland assessment of mitigation sites and potentially affected wetlands. Assisted in wetland delineation using soil, vegetation, and hydrologic analysis. Conducted land-use survey for noise analysis.

SR 924/Gratigny Parkway to I-95 Project Development and Environment Study (PD&E), Florida Department of Transportation, Miami-Dade Expressway Authority (MDX), Miami-Dade County, Florida

Environmental Scientist. This is a proposed eastward extension of SR 924/Gratigny Parkway to I-95. The project is being performed in collaboration with the Florida Department of Transportation, the Federal Highway Administration, and studied in accordance with FDOT's PD&E Study process. Assisted in the development of the Air Quality Report.

CCWF SWM Modification Feasibility Study, Tampa Bay Water, Pasco County, Florida

Project Manager/Lead Environmental Scientist. Generated a feasibility study that identified additional modifications to the constructed surface water management project that could result in additional wetland benefits. Managed a multidiscipline team of environmental scientists and drainage engineers to model alternatives and develop viable improvements.

SR 29 PD&E Study, Oil Well Road to SR 82, Florida Department of Transportation, District One, Collier County, FL

Deputy Project Manager. Project development and environment study to investigate the potential impacts of constructing a bypass on new location around Immokalee. Key aspects of the study include the potential impacts to wetlands, Native American lands, contaminated sites, historic and recreational resources, migrant farm worker communities, and primary and secondary Florida panther habitat, as well as the potential socioeconomic impacts for the town. Cynthia was responsible for oversight of environmental documentation of wetland and listed species impacts, project management, public involvement, engineering economics studies, cultural resource assessment

Focused Environmental Assessment, Tampa International Airport, Tampa, Florida

Environmental Scientist. Composed environmental sections of the Focused Environmental Assessment which explained potential impacts associated with proposed CONRAC and APM construction within the South Development Area. The document was submitted to the Federal Aviation Authority for approval.

SUMMARY

Cynthia is an experienced professional in transportation planning and environmental services. Her broad range of knowledge and experience allows her to guide projects from the feasibility stage, through planning, design, permitting, and construction. She has led environmental monitoring and assessments for all types of projects, including transportation planning, water resource, and ecological services as-needed contracts. She has applied her technical expertise to complete feasibility studies, monitoring reports, environmental permitting, NEPA studies, and construction oversight in environmentally sensitive areas.

EDUCATION

Bachelor of Science in Environmental Science and Policy, University of South Florida
Master of Science in Environmental Management, University of Maryland University College

RATES, HOURS AND PRELIMINARY FEE ESTIMATE

RATES

The following shows the fully-loaded hourly rates and the estimated percentage of the project for the professional staff on the team. Based on the information below, the estimated hourly rate for the team will be under \$85 per hour.

Staff	Hourly Rate	Estimated % of Project
Project Manager	\$86.10	40%
Transportation Engineer	\$99.53	25%
Senior Transportation Planner	\$75.90	25%
Environmental Scientist	\$66.42	10%

HOURS

It is understood that, should we be selected for this project, we will negotiate in good faith with the City to prepare a scope of work and final fee estimate for this project. Based on past TIGER grant writing experience and the nature and status of this project, we have estimated needing 270 hours to complete this grant application. This number of hours represents a turnkey level of service for preparing all aspects of the application including the preparation and documentation of the benefit to cost analysis. The estimate of hours also includes hours needed for holding two in-person meetings and assisting in the grant submission process. The hours estimate does not include additional design engineering above and beyond what has already been prepared. It also does not include securing letters of support for the project or briefing elected officials on the project.

ESTIMATED FEE

Based on the information above, the estimated fee for this project would be \$22,929. We would not charge for expenses incurred on this project.

SCOPE OF SERVICES

The following is the recommended Scope of Services for this project.

This Scope of Services describes activities associated with preparing a US DOT BUILD grant application. Pritchett Steinbeck Group, Inc. (referred to herein as the Consultant) will work on behalf of the City of Brevard (referred to herein as the Client) to complete this project. This Scope of Services describes the work that will be conducted by the Consultant and the collaboration needed with the Client to complete the project. The Consultant will assist the Client in determining the project elements and articulating the implementation and phasing plan for the package of improvements. This includes estimating the timeframe and required elements of completing the design phase, meeting all federal requirements, including NEPA requirements, and preparing the project for construction. The Consultant will have primary responsibility for developing the narrative portion of the document and responding to the grant program criteria. The Consultant will also have primary responsibility for the other elements of the application, including map production, benefit/cost analysis, document cover and template, document formatting and layout.

DELIVERABLES

The Consultant will prepare a detailed project schedule, with project milestones, review periods and delivery dates included. The schedule will be accompanied by an annotated grant application outline where notes and data/information needs will be documented. This document will also be presented for review as the template for the application showing the proposed look and feel. As soon as possible within the project schedule, the Consultant will prepare a one page or front and back summary document on the project for use in briefing others about the nature of the project elements and the project budget. The Consultant will prepare interim, draft and final grant application documents for client review and approval. The document will include a cover, table of contents, grant narrative, context and project area maps, graphical demonstration of project design (e.g. cross sections) and documentation of the benefits/cost analysis. The Consultant will brand the project with a color theme and title that reflects the nature of the project.

The grant application will be delivered in editable format and pdf format for submission. The Consultant will make available all data, images and media at the end of the project for use by the City and its partners.

WORK TASKS

The following tasks describe the Consultant activities required to complete the application. Points of clarification for collaboration and Client responsibilities are also included.

Mobilization and Document Set Up

The Consultant will hold a series of coordination calls with the Client project manager and development team to facilitate the completion of this application. One of the coordination calls will be for the purposes of reviewing and further developing a list of Consultant-recommended points of emphasis relative to the criteria and other elements of the application. The Consultant will prepare this list in conjunction with a document outline allocating space for each section of the document and indicating the number and placement of maps and other graphics. The Consultant will conduct other coordination calls with the client as needed, except for one kick off meeting with the Client in person to define the scope and extents of the project and one meeting with the Client in person to present, review and discuss refinements to the draft application. At the time of the kick off meeting, the Consultant will conduct a field visit to document the project and identify issues and opportunities relative to the grant application.

The Consultant will prepare a document template in MS Word set up with headers and footers, page numbers, styles for text and a format for tables. A document cover will also be created using pictures and/or graphics related to the

application. The Client will review and comment on the template and outline prior to creating content for the application.

Graphical and Narrative Content

The Consultant will create narrative content for the application, including an executive summary of the project elements and benefits, an overview of the project context and need, the project elements and costs, the grant request, the phasing and implementation strategy, the demonstration of satisfaction of project criteria, the project readiness description and full documentation of the benefit/cost analysis.

The Consultant will create a map base for depicting the project elements of the application. It is anticipated that the map will need to take up a whole page in the layout. The map base and graphical convention of map elements will be set up for readability, visual impact and relationship to the document template. The Consultant will develop one map that depicts the project alignment and extents, the connectivity to other parts of the system along adjacent facilities, and points of interest (key origins and destinations) served by the local network. Call out boxes and/or labels and a legend will be included on the map. A draft and final map will be created based on Client comments. The Consultant will also create a context map showing the relationship of the project relative to other recognizable, nearby places of significance. This map will be approximately one-half page in size and will be used in the beginning of the document to orient the reader.

The Consultant will provide and integrate approximately fifteen pictures and images into the application. The Consultant will also write captions for each of the images to supplement the narrative of the body text and give each of the figures purpose within the document.

Benefit/Cost Analysis

The Consultant will identify, document and integrate data for the purposes of completing the benefit/cost analysis. The benefit/cost information will be documented in the application if space permits or as an appendix to the grant application. The original Excel file will be delivered to the Client as a work product. The analysis will cover project-related costs and benefits over a long-term period, with the comparison of total benefits to costs being shown in present value. The Consultant will supply project-specific information including capital, operating and maintenance costs that are anticipated over the long-term analysis period. The Client will review these costs and provide any recommended changes. The Consultant will also set up a phasing plan that will ultimately be integrated into the benefit/cost analysis. The Client will be responsible for identifying and defining the status of NEPA compliance issues.

For the benefit/cost analysis a separate set of factors will be used for motorized vehicles and non-motorized travel. Assumptions for assigning a dollar value to factors will be documented and be based on sourced information to the maximum extent feasible. The analysis will be conducted in compliance with federal guidance on conducting this type of work. The Consultant will use a set of factors for motorized vehicles, which may include, but not be limited to, delay, crash reduction, cost of vehicle operations and pollution. The Consultant will use a set of factors for non-motorized travel, which may include, but not be limited to, mode shift benefits for reducing vehicle operating costs and vehicle-related pollution, crash reduction, health benefits and recreational value.

Draft and Final Document Layout and Production

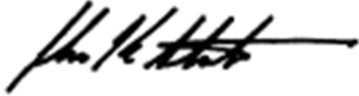
The Consultant will take the content and put it into the approved document template. The Consultant will complete an internal quality control review of the draft document, data and analysis before submitting it to the Client for review.

After review of the draft document, the Consultant will make one final round of revisions based on written or document markup comments from the Client. A second internal quality control review will be conducted by the Consultant concurrent with a final Client review.

After the final review, the Consultant will compile and prepare the final application in pdf format. The Client will be responsible for creating, compiling or otherwise preparing materials other than the application, including letters of support for the package of projects. The Consultant will deliver the report and all graphics in their original, editable format. The Client will submit the electronic version of the application through the web-based portal.

ASSURANCES AND CONTRACTING

I attest that the contents of this proposal are accurate to the best of my knowledge.



Alan K. Steinbeck | Vice President

PSG

alan@psgplans.com

919-636-2834

FORM OF AGREEMENT AND CONTRACTING

We will furnish the City with a form of agreement upon request. Compensation for work is anticipated to be for an agreed upon, lump sum amount with monthly invoices showing the percentage of work complete.



BUILD GRANT ASSISTANCE FOLLOW UP QUESTIONS AND RESPONSES

The following responses emphasize the experience and qualifications of Alan Steinbeck, the team's project manager.

Brevard is a small city in a rural county of western North Carolina. Have you worked in such a setting before (not necessarily on TIGER grants)? Have you ever been to Brevard or western NC?

I have spent a good deal of personal time in Western North Carolina – much of it camping and hiking. One of those trips did include a visit to Brevard to see the town, the area and Camp Keystone. I have been to Nantahala National Forest and Pisgah National Forest in the area of Brevard many times. One of my favorite memories is seeing Whitewater Falls then hiking and camping on the Horsepasture River. As a child my grandparents had a house at Beech Mountain and we visited every year. I honeymooned in Western North Carolina too. I love it.

I have worked and continue to work in Western North Carolina as a professional. I have provided technical assistance for downtown revitalization in Spruce Pine and Forest City. I played a prominent role in the East of the Riverway transportation plan that was done in Asheville several years ago. I also helped them with their winning TIGER grant for projects that were included in that plan. I am currently kicking off a project in McDowell County where I am helping a coalition of food, health and local government stakeholders build a food hub for local farmers and centralized food pantry logistics.

While the economics are much different than Brevard in some of the other Appalachian communities I have worked in, there are relevant considerations given their context. The work included downtown revitalization assistance for Barbourville, Kentucky, Middlesboro, Kentucky, Williamson, West Virginia, Wheeling West Virginia and Independence, Virginia. I have also worked in many similarly sized communities in other parts of Appalachia and throughout the Southeast.

We may choose to setup a standalone website for this project. Do you have someone on your team with the technical abilities to assist us with this?

I have worked most recently with Anthony Pastorini of Mobius Consulting on website development assistance. He is not on the payroll, but he is the firm's on-call business consultant and technical advisor. I would add him as an hourly sub-consultant for this type of project and would be able to negotiate a rate under \$60 per hour for his services. Anthony developed the PSG website – www.psgplans.com. He also developed the website for 3TP Ventures – www.3tpventures.com. Anthony and I did the brand development for both companies, with me overseeing his work. Both company websites used Squarespace templates, which is what I recommend you do for a project website. If you wanted to work with someone locally on a website, PSG would be happy to contract for the work and coordinate the development of the page.

Heart of Brevard

May 4, 2018

Jim Fatland
City of Brevard Planning Department
95 West Main Street
Brevard, NC 28712

Dear Mr. Fatland,

The Heart of Brevard is requesting permission to hold the 26th annual Fourth of July Celebration on Wednesday, July 4, 2018 in the central downtown district. The street festival will be held from 9:00am to 5:00pm. Our plan is to have food vendors in a concentrated area which would ideally be on East Main between Gaston and Johnson. Craft vendors and non-profits will be located throughout the rest of the festival area.

Other events of the festival include:

- ~The Classic Auto Show which is organized by Jerry Arnold. Owners will park their vehicles on South Broad Street beginning at First Citizens Bank, approximately at Morgan Street, and proceeding down S. Broad. They will set up their sound system in the parking lot of the Marathon station.
- ~TCarts will hold its 46th Annual Fine Arts Showcase on West Main Street, between Broad and Caldwell.
- ~The 5K Firecracker Run is being organized by the Brevard Rotary Club, and will start from the Legion Hall at 8:00am.
- ~The Bicycle Parade, which is sponsored and organized by Sycamore Cycles, will begin at 1:30pm and run from Water Oak Suites to the Courthouse Gazebo, and back. Police assistance is requested to facilitate this activity and to clear the lanes for the parade.
- ~Raising of the Flag – This traditional activity will be coordinated with the timing of the Derby, and will be done as it has in the past.
- ~Reading of the Declaration of Independence – This activity will also be coordinated with the timing of the Derby and the flag raising.
- ~Music scheduled at the County Gazebo throughout the day.
- ~At the end of the downtown festival, the Heart of Brevard will be holding an evening of music, food, and fireworks at Brevard College.

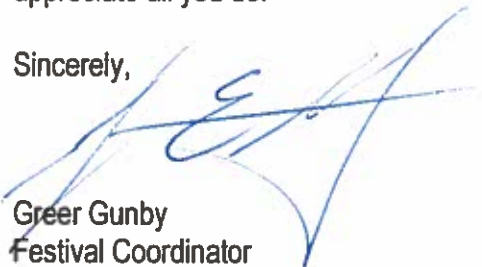
Based on the above, we are requesting that the usual festival area be closed. That area includes Main Street from Johnson to Caldwell; Broad Street from French Broad to Morgan; Jordan from Main to Gaston; Probart from Main to Gaston.

The vendor entry point into the festival area will be North Broad St., as usual. Vendors will be instructed to begin setting up at 7:00 am and have their cars off the roads by 8:45. They will also be made aware of what is going on during the morning. They will be instructed to begin breaking down at 5:00 and be off the streets by 6:00.

The annual Fireworks Show is scheduled for 9:30pm at Brevard College. And will be preceeded by music and food at the Porter Center amphitheater. Fire Marshall Grose will be receiving the site drawing and insurance certificate of coverage from Zambelli Fireworks, as will Chief Budzinski. Additional traffic support is requested, especially when the show ends around 9:50pm.

Thank you for your continuing support of the Heart of Brevard and all of its activities. We truly appreciate all you do.

Sincerely,



Greer Gunby
Festival Coordinator
Heart of Brevard

BOARD OF COMMISSIONERS
Larry Chapman, Chair
Page Lemel, Vice-Chair
Jason Chappell
Mike Hawkins
Kelvin Phillips



COUNTY MANAGER
Jaime Laughter
828-884-3100
Fax 828-884-3119
101 South Broad Street
Brevard, NC 28712

**Proclamation #14-2018
National Police Week 2018**

To recognize National Police Week 2018 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

Whereas, there are more than 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Transylvania County Sheriff's Office and Brevard Police Department; and

Whereas, there have been 58,627 assaults against law enforcement officers in 2016, resulting in approximately 16,677 injuries; and

Whereas, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

Whereas, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

Whereas, 360 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 129 officers killed in 2017 and 231 officers killed in previous years; and

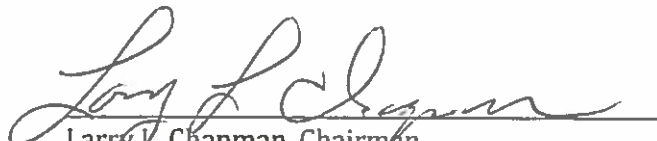
Whereas, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 30th Annual Candlelight Vigil, on the evening of May 13, 2018; and

Whereas, the Candlelight Vigil is part of National Police Week, which takes place this year on May 13-19;

Whereas, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

Therefore, be it resolved that the Board of Commissioners of Transylvania County formally designates May 13-19, 2018, as Police Week in Transylvania County, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

This the 23rd day of April, 2018.


Larry L. Chapman, Chairman
Transylvania County Board of Commissioners

ATTEST:


Trisha M. Hogan, Clerk to the Board





Brevard news . . .

For Immediate Release

Contact: Chief Phil Harris
828-883-2212

Brevard Cares Community Volunteers Assist Neighbors

Brevard, NC (May 16, 2018) – The seventh annual “Brevard Cares” Community Clean-up event was a great success! Over 70 volunteers spent Saturday morning, April 28th cleaning, trimming, landscaping, and generally serving Transylvania County and its citizens. After a short briefing and some breakfast snacks, volunteers grabbed gloves, tools, and trash bags. Their assignments were given and they went to various sites and got to work. This year’s needs included cleanup at homes, assisting in clean up and organizing at several non-profit organizations used by many residents of our county, and one neighborhood also received some additional clean up in overgrown areas that had accumulated trash over time.

No single massive project was undertaken for this event, but the ten smaller projects resulted in a collective accomplishment that rivaled prior clean ups.

The Brevard High School National Honor Society, the Unitarian Universalists of Transylvania County, the Brevard Church of Jesus Christ of Latter Day Saints, and Destiny Christian Fellowship Church sent large groups to assist with the cleanup. Other volunteers from the City of Brevard, Transylvania County, Bethel “A” Baptist Church, and many unaffiliated volunteers worked at various sites and homes with remarkable results. At the end of the day, a massive dumpster was filled with trash that made its way to the Transylvania County Landfill.

Next year’s event will occur about the same time of year. Police Chief Phil Harris, the event organizer, wishes to thank every volunteer who gave so much of their time and sweat. “I am continuously humbled by our citizens who have hearts of gold. I have already received a number of ‘Thank You’s’ from those we helped. The thanks goes to all the volunteers.”













CITY of BREVARD

The mission of the City of Brevard is to promote a high quality of life, support economic prosperity, and cultivate community while honoring its heritage and culture.

Office of City Clerk
(828) 885-5614

STAFF REPORT

May 21, 2018 Council Meeting

Date: May 15, 2018

Title: St. Philips Lane Closure, Public Hearing

Prepared by: Jill Murray, Deputy City Clerk

Executive Summary: The Public Hearing is set for City Council's regular meeting on June 18, 2018.

Discussion: The public hearing must be advertised for four (4) consecutive weeks in the Transylvania Times immediately prior to the public hearing. It will be advertised the weeks of May 21st, May 28th, June 4th and June 11th.

Fiscal Impact: None

Policy Impact: None

Staff Recommendation: None. For informational purposes only.

K-8e. Rosman Highway Safety

This item is pending data from the Department of
Transportation

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **Pisgah Forest Intersection Improvements – R-5799**

The North Carolina Department of Transportation is planning intersection improvements in Pisgah Forest.

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

R-5799 is the project number of a North Carolina Department of Transportation (NCDOT) project to improve the intersection of Highways 276, 64, and 280. The intent is to improve congestion and increase safety.

Discussion

This project was selected for funding in SPOT 3.0 (the last round of project prioritization). On May 24, 2018 the NCDOT is holding a public meeting to present initial designs. Local officials are invited to attend at 2:00PM to review the plans and ask questions of NCDOT and the project designers. The general public is invited to attend beginning at 4:00PM. This is a drop-in session for the public and will run until 7:00PM.

Policy Analysis

N/A

Recommendations

None at this time. Report provided for information only.

Fiscal Impact

None at this time. Report provided for information only.

Attachments

- A. Invitation to Local Officials Informational Meeting
- B. R-5799 Project Study Area
- C. Resolution of Support

May 8, 2018

RE: **Invitation to Local Officials Informational Meeting**
State Transportation Improvement Program Project No. R-5799
Proposed Intersection Improvements to U.S. 64/N.C. 280 (Asheville Highway) and
U.S. 64/U.S. 276 (Hendersonville Highway/Pisgah Highway)
in Brevard, Transylvania County.

Dear Sir or Madam:

The N.C. Department of Transportation invites you to attend a Local Officials Informational Meeting to be held for the above-referenced project. The meeting is scheduled for:

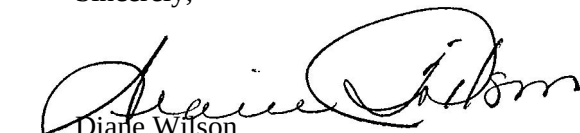
Date: **Thursday, May 24, 2018**
Time: **2 p.m. – 3 p.m.**
Location: **Transylvania County Library**
 212 S. Gaston Street, Brevard

The purpose of this meeting is to provide you with information on the project and to gather your comments. An informal, drop-in style open-house public meeting will follow the Local Officials Informational Meeting from 4 to 7 p.m. at the same location. You are welcome to attend either or both of the meetings. The opportunity to submit written comments will be provided at the meeting or no later than June 15, 2018.

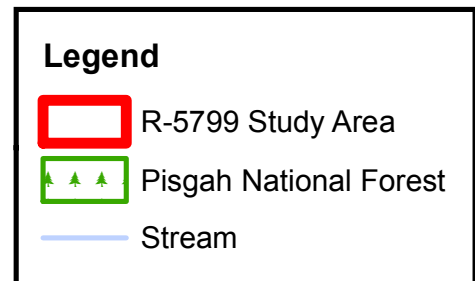
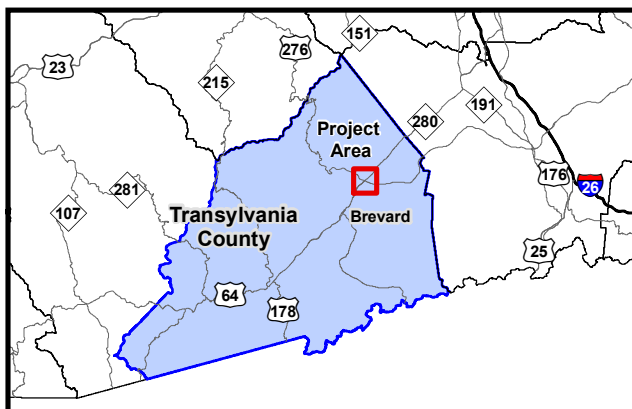
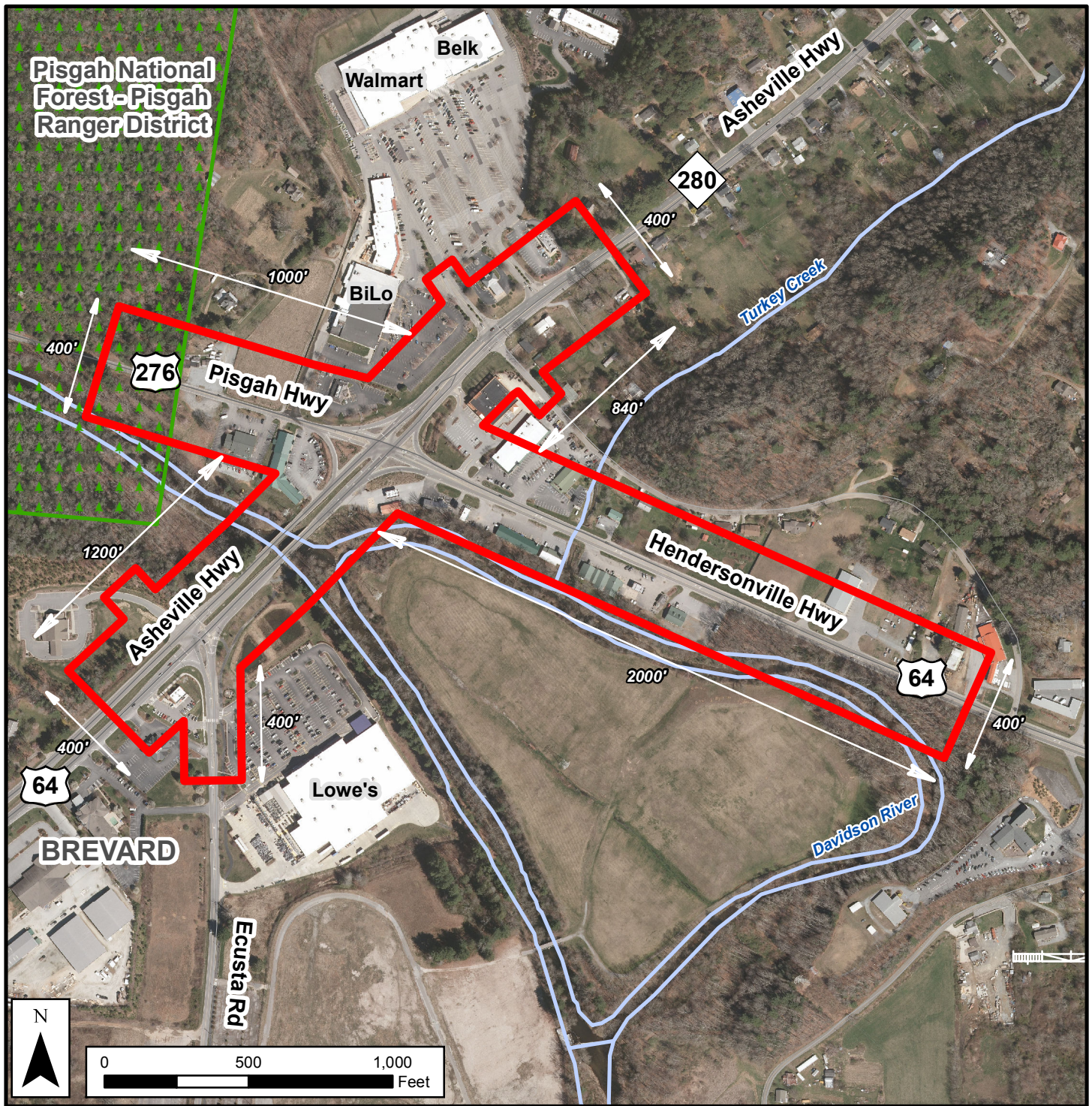
For more project information, please contact Jonathan Woodard, P.E., NCDOT Division 14, Project Engineer at 253 Webster Road, Sylva, NC 28779, by phone at (828) 631-5481, or via email at jwoodard@ncdot.gov.

Thank you and we look forward to meeting with you.

Sincerely,



Diane Wilson
Senior Public Involvement Officer



RESOLUTION NO. 2018-____

A RESOLUTION SUPPORTING
R-5799 – INTERSECTION IMPROVEMENTS TO
U.S. 64/N.C. 280 (ASHEVILLE HIGHWAY)
&
U.S. 64/U.S. 276 (HENDERSONVILLE HIGHWAY/PISGAH HIGHWAY)

WHEREAS, the 2007 Transylvania County Comprehensive Transportation Plan recommended improvements to various intersections throughout the city to improve pedestrian mobility and increase safety, this project is known as State Transportation Improvement Program Project No. R-5799; and,

WHEREAS, City Council considers this project to be in the best interest of the health, safety, and welfare of the City's residents, businesses, and visitors and will play a vital role in the future of economic development in Brevard; and,

WHEREAS, the study area of R-5799 sees tremendous numbers of visitors annually, often from outside of the county and unfamiliar with the local road network; and,

WHEREAS, congestion and opportunities for user conflicts are abundant in the project area; and,

WHEREAS, City Council supports the North Carolina Department of Transportation in completing this project with roundabouts or other traffic management strategies as appropriate; and,

WHEREAS, City Council requests pedestrian and bicycle infrastructure be included in the project scope;

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

SECTION 1. City Council hereby endorses State Transportation Improvement Program Project No. R-5799;

SECTION 2. This Resolution shall become effective upon its adoption and approval.

Adopted and approved upon 21st day of May, 2018.

Jimmy Harris
Mayor

ATTEST:

Jill Murray
City Clerk

APPROVED AS TO FORM:

Michael K. Pratt
City Attorney

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **Wayfinding Sign Content and Inclusion Policy**
Report provided for information only, no action necessary.

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

In 2013 and 2014 the City of Brevard worked with Signs Etc. of Charlotte, North Carolina to fabricate and install 55 wayfinding signs throughout the community. The City has recently received requests for additional signs by private entities. No policy guidance is available to assist staff or City Council in deciding who is eligible for inclusion on a sign.

Discussion

Staff is going to discuss a policy for inclusion with the Downtown Masterplan Committee (DTMP) on May 23, 2018. Pending that discussion City Council will have a policy to review at their next meeting on June 18, 2018.

Policy Analysis

The vast majority of the city's wayfinding signs are located within the North Carolina Department of Transportation's right-of-way. Thus, signs are subject to their standards. The city's policy will very likely mirror that policy, however it will be adapted for local conditions.

Recommendations

None at this time. Report provided for information only.

Fiscal Impact

None at this time. Report provided for information only.

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **System Development Fees**

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director
Public Works Committee

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

In July 2017 the North Carolina General Assembly ratified Session Law 2017-138 (HB 436), which clarifies municipal authority to implement system development fees (SDF). Previously these were commonly known as “impact fees”. This law is effective as of October 1, 2017 and grace period extending to July 1, 2018 has been provided.

In 2016 the Town of Carthage was sued for improper collection of impact fees. The City of Brevard, under advisement of the City’s attorney, discontinued collecting impact fees until this suit was settled. After a decision by the North Carolina Supreme Court HB 436 was drafted and ratified on July 20, 2017. This new law outlines a process a unit of government shall use if they desire to collect SDF’s. This process is further outlined below.

Discussion

In order to resume the collection of SDF’s a local unit of government must complete the following steps¹:

1. Hire a financial professional or licensed professional engineer to perform an analysis as to how to calculate the system development fee schedule.
2. Gather public input on the professional’s written analysis. This is done through a posting on the City’s website for a period of at least 45 days.
3. Review comments, revise report as needed.
4. Hold a public hearing.
5. Adopt ordinance.
6. Notice the public.
7. Review at least every five years.

Steps five and six will be completed when City Council considers adoption of the FY19 budget ordinance and schedule of taxes and fees at the June 18, 2018 meeting.

¹ Kara Millonzi, “System Development Fees are the New Impact Fees,” *Coates’ Canons*, August 15, 2017, <https://canons.sog.unc.edu/system-development-fees-new-impact-fees/>.

In August of 2017 City Council directed staff to hire a consultant to complete the required analysis as described above (Step 1).

The Public Works Committee met on September 14, 2017 and made a recommendation to City Council that WR Martin be retained by the city for the amount of \$24,000 to complete the required analysis. City Council approved is contract on September 18, 2017.

HB 436 outlines three different approaches for calculating SDF's. They are:

1. Buy-In
2. Incremental Cost
3. Combination of 1 and 2

The **Buy-In** approach is used when a system has enough capacity to serve new development so developers buy in to existing infrastructure that the rate base has built and maintained. The **Incremental Cost** approach is used when new facilities must be built to serve new development. The **Combination method** is chosen when a system foresees a blend of existing and new infrastructure to serve anticipated development over the applicable planning horizon².

WR Martin analyzed Brevard's latest available fixed asset information and debt service costs as of June 30, 2017 to determine the cost of capacity for the City. They developed other assumptions necessary to establish appropriate fee levels for different types of customers using the American Water Works Association (AWWA) System Buy-In approach.

The System Buy-In Approach is consistent with the City's status for it still has enough capacity to serve new development. This approach calculates a fee based upon the proportional cost of each user's share of existing capacity in core facilitates. The cost of the facilities is based on fixed assets records and can include escalation of the depreciated value of those assets to current dollars. System assets include those listed in the City depreciation report, capital improvements plan, insurance records, and in Geographic Information System (GIS) files³.

System development fees are defined as

a charge or assessment for service imposed with respect to new development to fund costs of capital improvements necessitated by and attributable to such new development, to recoup costs of existing facilities which serve such new development, or a combination of those costs, as provided in this Article. The term includes amortized charges, lump-sum charges, and any other fee that functions as described by this definition regardless of terminology⁴.

² WR Martin, System Development Fee: City of Brevard, March 2018

³ *Id* at 2.

⁴ HB 436, 2017

The initial report prepared by WR Martin was reviewed and recommended for adoption by the Public Works Committee on March 29, 2018. The report was placed on the City's website on Tuesday, April 3, 2018 for the required 45-day public comment period.

This public comment period was advertised on the city's Facebook pages and in the Transylvania Times.

Policy Analysis

The net value of the City's water system is just over \$24.6 million, and \$33.9 million for the wastewater system.

For a detailed analysis of these costs, a breakdown of the calculations, and full tables see the attached report from WR Martin.

The City has the authority under HB 436 to charge a fee up to the highest figure calculated by the WR Martin. Under this scenario a ¾" water meter would come with a system development fee of \$2,752 for water and \$5,799 for wastewater. This is on top of the tap fee which is currently \$1,375 for water and \$1,375 for sewer.

The Public works committee recommended a water SDF of \$500 for a ¾" tap and \$1,000 for wastewater.

Recommendations

The Public Works Committee met on March 29, 2018 and unanimously recommended approval of the system development fee schedule as depicted in Table 5 of the attached report. The proposed system development fees will be included in the FY19 budget ordinance and fee schedule that will be presented at City Council's regularly scheduled meeting on June 18, 2018.

Fiscal Impact

SDF's provide an additional revenue stream for the City to operate and maintain its core utility services; water and wastewater collection and distribution. Part of the rationale of an SDF is to equitably share the cost of new development. Without SDF's the only utility fund revenue the City has to maintain this system is through existing rate-payers.

The fee is calculated based on the meter size, *not* the end user. In other words, a commercial entity may not need more than a ¾" water meter to serve their needs, thus would pay \$1,500 in SDF; \$500 for water and \$1,000 for wastewater. However, a brewery, industrial operation, or other high-water user may require a 3" water tap. This results in a total SDF of \$16,000; or \$5,320 for water and \$10,680 for wastewater.

Attachments

- A. WR Martin System Development Fee Report
- B. HB 436
- C. *System Development Fees are the New Impact Fees*



System Development Fee

CITY OF BREVARD

MARCH 2018



WR-MARTIN
38 ORANGE STREET, SUITE 2
ASHEVILLE, NC 28805



The City of
Brevard
North Carolina



Memorandum

TO: *Jim Fatland*

FROM: *Steven Miller*

DATE: *March 29, 2018*

SUBJECT: *Brevard System Development Fee Analysis*

WR Martin was commissioned by the City of Brevard to analyze their Water and Sewer System Development Fees (SDF) considering current events, so they comply with North Carolina House Bill 436 (HB 436). The bill was ratified to address fee inconsistencies among public providers including calculation methodologies and implementation. The new law provides specific guidelines that public water and sewer providers must follow to charge SDFs effective October 1, 2017. The law provides a grace period through July 1, 2018 for public providers to update fees in accordance with the new procedures and conditions.

This analysis focused on reviewing the latest available fixed asset information and debt service costs as of June 30, 2017 to determine the cost of capacity for the City, and on developing other assumptions necessary to establish appropriate fee levels for different types of customers using the American Water Works Association (AWWA) System Buy In approach. This analysis documents the results of the various analyses and our recommendations for implementing SDFs to be charged to new customers connecting to the water and sewer systems.

SDFs are defined as one-time charges assessed against new development to recover a proportional share of the costs of capital facilities constructed to provide service capacity for new customers connecting to the water and sewer systems. Typically, the cost basis for setting capacity fees is based on the system components that are necessary to serve, and that provide benefit to, all customers. These components typically include land, treatment plants, lift stations, lines, and other equipment.

There are three approaches for calculating water and sewer SDFs outlined in HB 436. They include the following:

1. Buy In
2. Incremental Cost
3. Combination of the above

The Buy-In (Equity) Approach is used when a system has enough capacity to serve new development so developers buy in to existing infrastructure that the rate base has built and maintained. The Incremental Cost approach is used when new facilities must be built to serve new development. The Combination method is chosen when a system foresees a blend of existing and new infrastructure to serve anticipated development over the applicable planning horizon.

The System Buy-In Approach is consistent with the City's status for it still has enough capacity to serve new development. This approach calculates a fee based upon the proportional cost of each user's share of existing capacity in core facilities. The cost of the facilities is based on fixed assets records and can include escalation of the depreciated value of those assets to current dollars. System assets include those listed in the City depreciation report, capital improvements plan, insurance records, and in Geographic Information System (GIS) files.

These fees are one-time charges imposed at one of the following times depending upon the type of development:

1. New development that involves subdivision of land
 - a. Time of plat recordation, or
 - b. When water/sewer service for development is committed by local government
2. All other development
 - a. Time of application for connection of individual unit to water/sewer service

They are designed to recover all or a portion of the capital investment made by the City to provide sufficient capacity in its system to serve new users. It should be emphasized that SDFs are charged to only new customers and consequently save existing users substantial capital costs over time.

The following are notable SDF attributes according to the University of North Carolina Environmental Finance Center's latest survey:

- 39% of water and 44% of sewer rate structures in North Carolina charge SDFs.
- Nearly 78% of SDFs either vary by meter size or are fixed. Fees based upon usage, acreage, square footage, number of bedrooms, or line size are uncommon in North Carolina.
- Statewide average residential water and sewer SDFs are approximately \$1,000 and \$1,498 respectively.

After reviewing the alternative SDF methodologies, the consensus was to pursue the American Water Works Association (AWWA) System Buy In methodology because it was defensible, relatively easy to explain to customers, and generally easy to implement. Our approach and conclusions are as follows:

BUY IN METHODOLOGY

SDFs using the Buy In methodology are derived from estimated values for the water and sewer system's assets. The calculation of the values uses a tabulation of water and sewer assets derived from the City's depreciation report and other sources. The values are separated and assigned to either water or sewer. When no information is available to allocate an asset to water or sewer, it is assigned equally between each.

Because the City's depreciation report lacks records for some water and sewer assets, we have analyzed the latest available GIS data for water and sewer lines and utilized County tax records for land values. This GIS data, showing the ages, materials, diameters, and linear feet, was used to determine a value of the components using today's hard and soft costs for line installation. After calculating a cost for replacing each line in today's dollars, we depreciated each cost according to the age of each. Recently installed water and sewer lines retain more of their value than those installed several decades ago. If a water or sewer line is older than its expected useful life, it was assumed that 10% of its replacement value remained. Any line data from the depreciation report was replaced with the data derived from the GIS reports. GIS data and other valuation estimates are shown in the Appendix.

It is estimated that the water system's replacement value is approximately \$24.6 million, and the sewer system is approximately \$33.9 million, as shown in Table 1. Also included in the rightmost column of the table is the source for each estimate. However, to account for outstanding debt used to pay for the system, the principal balances of the Water and Sewer Enterprise Fund's loans totaling \$8.2 million are deducted from the water and sewer systems' values to determine the net system value. HB 436 also requires the deduction of five grant awards from 2008 – 2013 with depreciated water and sewer values of \$568,164 and \$488,890. After debt and grant awards are removed, the net value of the water system is approximately \$20.2 million and the net value of the sewer system is approximately \$28.9 million. These values have been reviewed by the City manager and staff.

TABLE 1		
CITY OF BREVARD		
WATER & SEWER SYSTEM VALUE		
	NET	
	BOOK VALUE	SOURCE
WATER		
EQUIPMENT	\$5,482,400.52	DEPRECIATION REPORT
LAND	\$106,445.50	DEPRECIATION REPORT
LINES	\$12,449,745.47	LINE DATA
OTHER	\$269,887.84	DEPRECIATION REPORT
PUMP STATIONS	\$617,140.00	INSURANCE RECORDS
TANKS	\$441,924.00	DEPRECIATION REPORT
VEHICLES	\$87,763.64	DEPRECIATION REPORT
WATER TREATMENT PLANT (WTP)	\$3,782,226.39	DEPRECIATION REPORT
2018 IMPROVEMENTS WTP	\$792,300.00	CAPITAL IMPROVEMENTS PLAN
2018 IMPROVEMENTS DISTRIBUTION	\$592,559.00	CAPITAL IMPROVEMENTS PLAN
TOTAL WATER VALUE	\$24,622,392.35	
	42.03%	
SEWER		
EQUIPMENT	\$2,029,102.47	DEPRECIATION REPORT
LAND	\$106,445.50	DEPRECIATION REPORT
LINES	\$12,821,185.28	LINE DATA
LIFT STATIONS	\$11,129,364.00	DEPRECIATION REPORT
OTHER	\$276,064.39	DEPRECIATION REPORT
VEHICLES	\$87,763.64	DEPRECIATION REPORT
WASTEWATER TREATMENT PLANT (WWTP)	\$4,624,383.39	DEPRECIATION REPORT
2018 IMPROVEMENTS WWTP	\$1,647,142.00	CAPITAL IMPROVEMENTS PLAN
2018 IMPROVEMENTS COLLECTIONS	\$1,242,597.00	CAPITAL IMPROVEMENTS PLAN
TOTAL SEWER VALUE	\$33,964,047.66	
	57.97%	
TOTAL	\$58,586,440.01	
	100.00%	

To allocate the two system values to users, an analysis of existing customer usage is necessary to determine the equivalent units of residential customers. First, residential users are separated from non-residential users. Then, the average monthly flow per residential user is calculated using historical flow data. As seen in Table 2, at the time of the study there were:

- 3,015 residential inside water users,
- 536 residential outside water users,
- 2,936 residential inside sewer users and
- 40 residential outside sewer users

The average monthly residential water and sewer flows of 2,907 gallons and 2,856 gallons respectively, are reflected in Table 2.

TABLE 2 CITY OF BREVARD USER EQUIVALENTS						
		Number of users	Monthly Consumption in gallons	Annual Consumption in gallons	Average Monthly Consumption per User * in gallons	User Equivalents
Water	Res Inside	3,015	8,677,170	104,126,040	2,878	2,985
	Res Outside	536	1,646,056	19,752,672	3,071	566
	Comm Inside	493	4,810,201	57,722,412		1,655
	Comm Outside	49	1,199,079	14,388,948		412
	Inst Inside	109	3,603,976	43,247,712		1,240
	Inst Outside	3	11,100	133,200		4
	Ind Inside	2	1,478,400	17,740,800		509
	TOTAL	4,207	21,425,982	257,111,784	2,907	7,370
Sewer	Res Inside	2,936	8,402,832	100,833,984	2,862	2,942
	Res Outside	40	97,680	1,172,160	2,442	34
	Comm Inside	49	496,321	5,955,852		174
	Comm Inside Mtrd	1	653,600	7,843,200		229
	Comm Outside	12	852,396	10,228,752		298
	Comm Outside Mtrd	4	242,900	2,914,800		85
	Inst Inside	100	3,533,000	42,396,000		1,237
	TOTAL	3,142	14,278,729	171,344,748	2,856	4,999
* Average consumption figures taken from City usage summary.						

Inside residential water customers use less water per month than the weighted average usage of all customers, 2,878 gallons vs 2,907 gallons. Therefore, when the count of 3,015 residential inside water users are applied to the weighted average of 2,907 gallons, the overall count of equivalent residential users (ERUs) is 2,985 or 3,015 customers multiplied by 2,878 gallons and divided by 2,907 gallons. The same application of residential outside customer counts and usage yields 566 ERUs.

Sewer and non-residential customers are converted to ERUs using the same prorated methodology. Once the count within each customer class is converted to an ERU, the number of water and sewer ERUs are totaled to yield 7,370 water ERUs and 4,999 sewer ERUs. The water and sewer system net values are further divided by the respective number of ERUs to yield maximum SDFs for a 3/4-inch meter of \$2,752 for water and \$5,799 for sewer, as shown in Table 3.

TABLE 3		
CITY OF BREVARD		
SYSTEM DEVELOPMENT FEES		
TOTAL VALUE OF WATER SYSTEM	\$24,622,392	
LESS OUTSTANDING DEBT PRINCIPAL	\$3,769,367	
LESS GRANT FUNDING	\$568,164	
NET	\$20,284,861	
DIVIDED BY RESIDENTIAL USER EQUIVALENTS	7,370	
CHARGE FOR 3/4 INCH METERS	\$2,752	WATER
TOTAL VALUE OF SEWER SYSTEM	\$33,964,048	
LESS OUTSTANDING DEBT PRINCIPAL	\$4,488,238	
LESS GRANT FUNDING	\$488,890	
NET	\$28,986,919	
DIVIDED BY RESIDENTIAL USER EQUIVALENTS	4,999	
CHARGE FOR 3/4 INCH METERS	\$5,799	SEWER

To account for a 1.5:1 differential between outside and inside user charges, the fees are factored by the ratios of inside to outside customers to yield weighted inside and outside SDFs, as shown in Table 4.

TABLE 4			
CITY OF BREVARD			
WEIGHTED SYSTEM DEVELOPMENT FEES			
FOR 3/4" METER			
		Weight	Weighted Fees
Water	Inside	84.91%	\$2,559
	Outside	15.09%	\$3,838
Weighted total		100.00%	\$2,752
Sewer	Inside	98.66%	\$5,760
	Outside	1.34%	\$8,640
Weighted total		100.00%	\$5,799

For non-residential customers with larger meters, the fees for the smallest residential meter are used and then scaled up by their meter flow ratios for each meter size, as specified by the AWWA. For example, a 1-inch meter has a maximum water flow of 50 gallons per minute, which is 1.67 times greater than the 3/4-inch meter maximum flow of 30 gpm. Therefore the 3/4-inch meter fee is multiplied by 1.67 to yield the 1-inch meter fee. This method provides an approach that is simple to administer and equitable for most new customers.

OTHER HB 436 CONSIDERATIONS

Upon receiving SDF calculations, the City is required by HB 436 to adhere to the following procedures:

- **PUBLIC COMMENT** – The City must allow for public comment on the Analysis. The public comment period must last for at least 45 days. The fee sent out for comment is as prepared by the professional, not the governing board. Likewise, the fee preparer of the analysis considers the public comment, not the governing board.
- **PUBLIC HEARING** – The City must conduct a public hearing after the comment period. After the public hearing, the professional determines if any modifications are required.
- **ADOPTION** - After the consideration of comments, the fee must be adopted by the governing board at a later date. The fee must be adopted by resolution or ordinance and published in the City's annual budget ordinance.
- **USE** - The new law prescribes specific uses for the funds collected through SDFs. They include:
 - Costs of previously completed capital improvements for which capacity exists and capital rehabilitation projects. Rehabilitation includes repairs, maintenance, modernization, upgrades, updates, replacement, or correction of deficiencies of any facility.
 - Expansion or other undertaking to increase the level of preexisting level of service for existing development.

RECOMMENDATIONS

An alternative that helps manage the magnitude of SDFs is charging a fraction of the system values. The City has the flexibility to discount the total valuation of its systems by a factor that the City deems appropriate. For example, the City may charge SDFs shown below that are lower by 82% and 83% for 3/4-inch water and sewer meters and respectively compute to \$500 for water and \$1,000 for sewer users. The fees for meter sizes larger than 3/4 inch are also calculated by prorating the meter size by the maximum flow factor of each meter, as shown in Table 5.

TABLE 5			
CITY OF BREVARD			
SYSTEM DEVELOPMENT FEES FOR VARIOUS METER SIZES			
<i>Connection size (inches)</i>	<i>Max flow gpm</i>	<i>Water</i>	<i>Sewer</i>
3/4	30	\$500	\$1,000
1	50	\$830	\$1,670
1.5	100	\$1,660	\$3,340
2	160	\$2,660	\$5,340
3	320	\$5,320	\$10,680
4	500	\$8,310	\$16,690
6	1000	\$16,620	\$33,380
8	1600	\$26,590	\$53,410
10	2300	\$38,220	\$76,780
12	3100	\$51,510	\$103,490

CONCLUSIONS

The City's past SDFs have provided a diversification of the City's water and sewer fund revenue stream and a revenue source that lessens future water and sewer rate increases. These fees should be viewed as important to ensure the equitable distribution of cost responsibilities between existing and future rate payers. Consequently, they must be reviewed at least every five years to account for changes in system usage and valuation and abide by SB 436.

APPENDIX

1. Depreciation Report
2. Capital Improvements Plan
3. Water and Sewer Line Data
4. Pump Station Insurance Record

DEPRECIATION REPORT

DRAFT



Confidential & Proprietary

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NUMBER	Category	Asset	WATER/SEWER	GROUP	Property Description	Date In Service	Book Cost	179 Exp	c	Value	Depreciation	Current Depre	End Depr	Net Book Value	Method	Period
4	CIP	601	W	EQUIPMENT	d Fund #31 Radio Read Meters	6/30/15	1,205,381.00	0.00	0.00	0.00	0.00	0.00	0.00	1,205,381.00	Memo	0.00
13	Equipment	524	W	EQUIPMENT	WATER BATH	1/01/76	231.00	0.00	0.00	231.00	0.00	0.00	231.00	0.00	S/L	10.00
19	Equipment	530	W	EQUIPMENT	LOCATOR WATER POWER & G 1/01/89		7,618.00	0.00	0.00	7,618.00	0.00	0.00	7,618.00	0.00	S/L	10.00
21	Equipment	532	W	EQUIPMENT	LOCATOR VALVE BOX	1/01/95	4,502.30	0.00	0.00	4,502.30	0.00	0.00	4,502.30	0.00	S/L	10.00
22	Equipment	533	W	EQUIPMENT	LOCATOR PIPE & CABLE	1/01/95	4,502.30	0.00	0.00	4,502.30	0.00	0.00	4,502.30	0.00	S/L	10.00
85	Equipment	596	W	EQUIPMENT	DISTILLATION UNIT WATER PU 2/25/14		5,918.62	0.00	0.00	2,022.19	591.86	2,614.05	3,304.57	0.00	S/L	10.00
86	Equipment	597	W	EQUIPMENT	ANALYZER CHLORINE	8/01/14	7,912.25	0.00	0.00	2,802.25	3,791.28	4,120.97	8.00			
89	Equipment	605	W	EQUIPMENT	Fund #31 Water Storage Tanks 14-1	6/30/16	2,648,733.00	0.00	0.00	0.00	52,974.66	52,974.66	2,595,758.34	S/L	50.00	
101	Equipment	625	W	EQUIPMENT	Radio Read Meters	9/01/16	1,587,815.00	0.00c	0.00	0.00	132,317.92	132,317.92	1,455,497.08	S/L	10.00	
102	Equipment	626	W	EQUIPMENT	Backwash Pump Alt.	6/29/17	84,590.00	0.00c	0.00	0.00	0.00	0.00	84,590.00	S/L	8.00	
8	CIP	615	W	LINES	Brevard Academy Line Extension	6/30/16	175,401.00	0.00	0.00	0.00	0.00	0.00	175,401.00	Memo	0.00	
121	Plant and distribution sy	357	W	LINES	Infrastructure- Water Lines	1/01/76	25,296.81	0.00	0.00	20,490.44	505.94	20,996.38	4,300.43	S/L	50.00	
124	Plant and distribution sy	360	W	LINES	Infrastructure- Water Lines	1/01/77	5,562.35	0.00	0.00	4,394.27	111.25	4,505.52	1,056.83	S/L	50.00	
126	Plant and distribution sy	362	W	LINES	Infrastructure- Water Lines	1/01/78	2,444.32	0.00	0.00	1,882.15	48.89	1,931.04	513.28	S/L	50.00	
128	Plant and distribution sy	364	W	LINES	Infrastructure- Water Lines	1/01/79	3,848.13	0.00	0.00	2,886.12	76.96	2,963.08	885.05	S/L	50.00	
130	Plant and distribution sy	366	W	LINES	Infrastructure- Water Lines	1/01/80	18,732.59	0.00	0.00	13,674.80	374.65	14,049.45	4,683.14	S/L	50.00	
136	Plant and distribution sy	372	W	LINES	Infrastructure- Water Lines	1/01/81	6,466.19	0.00	0.00	3,531.54	99.48	3,631.02	2,835.17	S/L	65.00	
137	Plant and distribution sy	373	W	LINES	Infrastructure- Water Lines	1/01/81	14,852.20	0.00	0.00	8,111.60	228.50	8,340.10	6,512.10	S/L	65.00	
138	Plant and distribution sy	374	W	LINES	Infrastructure- Water Lines 8..	1/01/81	14,638.79	0.00	0.00	6,929.01	195.18	7,124.19	7,514.60	S/L	75.00	
139	Plant and distribution sy	375	W	LINES	Infrastructure- Water Lines	1/01/81	1,205.76	0.00	0.00	658.55	18.55	677.10	528.66	S/L	65.00	
141	Plant and distribution sy	377	W	LINES	Infrastructure- Cathey Crk Distrib.	1/01/81	964,901.00	0.00	0.00	526,984.41	14,844.63	541,829.04	423,071.96	S/L	65.00	
142	Plant and distribution sy	378	W	LINES	Infrastructure- New Water Lines 6 1	1/01/82	57,947.25	0.00	0.00	30,756.64	891.50	31,648.14	26,299.11	S/L	65.00	
143	Plant and distribution sy	379	W	LINES	Infrastructure- Water Lines 6..	1/01/82	6,976.14	0.00	0.00	3,702.74	107.33	3,810.07	3,166.07	S/L	65.00	
145	Plant and distribution sy	381	W	LINES	Infrastructure- Water Line 6 Inch	1/01/83	14,967.60	0.00	0.00	7,714.06	230.27	7,944.33	7,023.27	S/L	65.00	
146	Plant and distribution sy	382	W	LINES	Infrastructure- Water Line	1/01/83	1,435.68	0.00	0.00	1,435.68	0.00	1,435.68	0.00	S/L	10.00	
151	Plant and distribution sy	387	W	LINES	Infrastructure- Water Line 6 Inch	1/01/84	10,670.79	0.00	0.00	5,335.40	164.17	5,499.57	5,171.22	S/L	65.00	
156	Plant and distribution sy	392	W	LINES	Infrastructure- Water Lines	8/15/85	5,863.85	0.00	0.00	3,625.82	117.28	3,743.10	2,120.75	S/L	50.00	
160	Plant and distribution sy	396	W	LINES	Infrastructure- Water Lines 6 Inch	7/24/86	25,426.40	0.00	0.00	11,735.28	391.18	12,126.46	13,299.94	S/L	65.00	
161	Plant and distribution sy	397	W	LINES	Infrastructure- Water Lines	10/16/86	11,584.76	0.00	0.00	8,616.16	289.62	8,905.78	2,678.98	S/L	40.00	
166	Plant and distribution sy	402	W	LINES	Infrastructure- Water Lines 6 Inch	3/09/87	8,760.00	0.00	0.00	3,953.24	134.77	4,088.01	4,671.99	S/L	65.00	
182	Plant and distribution sy	418	W	LINES	Infrastructure- Water Lines	6/30/88	8,158.44	0.00	0.00	4,582.33	163.17	4,745.50	3,412.94	S/L	50.00	
187	Plant and distribution sy	423	W	LINES	Infrastructure- Water Lines & Taps	12/31/89	1,806.04	0.00	0.00	1,806.04	0.00	1,806.04	0.00	S/L	20.00	
193	Plant and distribution sy	429	W	LINES	Infrastructure- Piping Ductile Iron	2/27/92	2,223.00	0.00	0.00	1,085.57	44.46	1,130.03	1,092.97	S/L	50.00	
196	Plant and distribution sy	432	W	LINES	Infrastructure- Valves Tapping 6 In	9/28/95	915.00	0.00	0.00	381.25	18.30	399.55	515.45	S/L	50.00	
197	Plant and distribution sy	433	W	LINES	Infrastructure- Piping P.V.C. 12 In	9/28/95	1,140.75	0.00	0.00	1,140.75	0.00	1,140.75	0.00	S/L	20.00	
198	Plant and distribution sy	434	W	LINES	Infrastructure- Water Line Extension	10/19/95	8,409.82	0.00	0.00	3,490.09	168.20	3,658.29	4,751.53	S/L	50.00	
237	Plant and distribution sy	473	W	LINES	Infrastructure - GAIA Herbs Water L	1/01/08	115,833.00	0.00	0.00	19,691.61	2,316.66	22,008.27	93,824.73	S/L	50.00	
245	Plant and distribution sy	481	W	LINES	BROAD RIVER TERRACE (WAT	6/30/13	250,000.00	0.00	0.00	15,416.67	5,000.00	20,416.67	229,583.33	S/L	50.00	
157	Plant and distribution sy	393	W	OTHER	Infrastructure- Hydrant	8/19/85	807.62	0.00	0.00	807.62	0.00	807.62	0.00	S/L	10.00	
199	Plant and distribution sy	435	W	OTHER	Infrastructure- Yokes 3/4 Inch 4 Ea	11/08/95	376.80	0.00	0.00	155.75	7.54	163.29	213.51	S/L	50.00	
200	Plant and distribution sy	436	W	OTHER	Infrastructure- Manholes Materials	1/11/96	1,038.98	0.00	0.00	425.97	20.78	446.75	592.23	S/L	50.00	
201	Plant and distribution sy	437	W	OTHER	Infrastructure- Clean Stone Commer	5/16/96	46.84	0.00	0.00	46.84	0.00	46.84	0.00	S/L	10.00	
223	Plant and distribution sy	459	W	OTHER	Infrastructure- Level Transmitter	3/05/00	912.30	0.00	0.00	912.30	0.00	912.30	0.00	S/L	5.00	
225	Plant and distribution sy	461	W	OTHER	Infrastructure- SCADA Module & M	4/13/00	571.92	0.00	0.00	571.92	0.00	571.92	0.00	S/L	5.00	
226	Plant and distribution sy	462	W	OTHER	Infrastructure- Scada System-Modu	3/01/01	10,949.95	0.00	0.00	10,949.95	0.00	10,949.95	0.00	S/L	5.00	
229	Plant and distribution sy	465	W	OTHER	Infrastructure- Manholes 665 Waste	6/07/02	15,872.74	0.00	0.00	4,470.82	317.45	4,788.27	11,084.47	S/L	50.00	
112	Plant and distribution sy	348	W	PS	Building- Pump Station #3	1/01/73	10,000.00	0.00	0.00	8,700.02	200.00	8,900.02	1,099.98	S/L	50.00	
113	Plant and distribution sy	349	W	PS	Infrastructure- Pump Station	1/01/75	8,677.10	0.00	0.00	5,540.00	133.49	5,673.49	3,003.61	S/L	65.00	
186	Plant and distribution sy	422	W	PS	Infrastructure- Pump Station	1/01/89	22,083.69	0.00	0.00	9,343.09	339.75	9,682.84	12,400.85	S/L	65.00	
190	Plant and distribution sy	426	W	PS	Infrastructure- Pump Station	1/01/90	40,871.52	0.00	0.00	16,663.01	628.79	17,291.80	23,579.72	S/L	65.00	
202	Plant and distribution sy	438	W	PS	Infrastructure- Pump Station	1/01/97	75,042.75	0.00	0.00	22,512.83	1,554.50	23,667.33	51,375.42	S/L	65.00	
217	Plant and distribution sy	453	W	PS	Infrastructure- Pump Station #2	1/01/00	67,624.66	0.00	0.00	17,166.26	1,040.38	18,206.64	49,418.02	S/L	65.00	
218	Plant and distribution sy	454	W	PS	Infrastructure- Pump Station #3	1/01/00	28,016.05	0.00	0.00	7,111.77	431.02	7,542.79	20,473.26	S/L	65.00	
220	Plant and distribution sy	456	W	PS	Infrastructure- Pump Station #1	1/01/00	67,624.66	0.00	0.00	17,166.26	1,040.38	18,206.64	49,418.02	S/L	65.00	
5	CIP	602	S	LS	Fund #31 Neely Road Tank Project	6/30/15	1,863,236.00	0.00	0.00	0.00	0.00	0.00	1,863,236.00	Memo	0.00	
10	CIP	624	S	LS	Fund #31 Neely Road Tank Project	6/30/17	8,971,194.00	0.00c	0.00	0.00	0.00	0.00	8,971,194.00	Memo	0.00	
114	Plant and distribution sy	350	W	TANK	Infrastructure- Water Tank	1/01/75	131,754.33	0.00	0.00	84,120.07	2,026.99	86,147.06	45,607.27	S/L	65.00	
185	Plant and distribution sy	421	W	TANK	Infrastructure- Water Tank	1/01/89	83,105.87	0.00	0.00	35,160.18	1,278.55	36,438.73	46,667.14	S/L	65.00	
219	Plant and distribution sy	455	W	TANK	Infrastructure- Water Tank 100 000	1/01/00	101,648.84	0.00	0.00	25,803.16	1,563.83	27,366.99	74,281.85	S/L	65.00	
221	Plant and distribution sy	457	W	TANK	Infrastructure- Water Tank 100 000	1/01/00	101,648.84	0.00	0.00	25,803.16	1,563.83	27,366.99	74,281.85	S/L	65.00	
242	Plant and distribution sy	478	W	TANK	WATER TANK TOP REHAB AT W 6/30/13		180,801.00	0.00	0.00	11,149.40	3,616.02	14,765.42	166,035.58	S/L	65.00	
243	Plant and distribution sy	479	W	TANK	BURRELL MTN TANK BOOSTER	6/30/13	38,167.00	0.00	0.00	2,353.63	763.34	3,116.97	35,050.03	S/L	50.00	
1	Buildings and infrastruc	606	W	WTP	FY 16 Water Treatment Plant Impro	2/03/16	104,274.00	0.00	0.00	1,448.25	3,475.80	4,924.05	99,349.95	S/L	30.00	
2	Buildings and infrastruc	619	W	WTP	WATER TREATMENT PLANT IM	1/18/17	148,650.00	0.00c	0.00	0.00	2,064.58	2,064.58	146,585.42	S/L	30.00	
111	Plant and distribution sy	347	W	WTP	Building- Water Reservoir	1/01/61	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	0.00	S/L	50.00	
115	Plant and distribution sy	351	W	WTP	Infrastructure- Underground Contro	1/01/75	4,130.65	0.00	0.00	2,637.26	63.55	2,700.81	1,429.84	S/L	65.00	
116	Plant and distribution sy	352	W	WTP	Infrastructure- Clearwell No. 1	1/01/75	233,332.67	0.00	0.00	148,973.96	3,589.73	152,563.69	80,768.98	S/L	65.00	
117	Plant and distribution sy	353	W	WTP	Infrastructure- Clearwell No. 1	1/01/75	233,332.67	0.00	0.00	148,973.96	3,589.73	152,563.69	80,768.98	S/L	65.00	
140	Plant and distribution sy	376	W	WTP	Building- Water Treatment Plant	1/01/81	2,472,651.50	0.00	0.00	1,310,136.25	36,905.25	1,347,041.50	1,125,610.00	S/L	67.00	
144	Plant and distribution sy	380	W	WTP	Building- Water Treatment Plant L..	1/01/83	39,910.00	0.00	0.00	39,910.00	0.00	39,910.00	0.00	S/L	30.00	
167	Plant and distribution sy	403	W	WTP	Building- Steam Gauge WTP	3/12/87	3,650.00	0.00	0.00	3,650.00	0.00	3,650.00	0.00	S/L	10.00	
205	Plant and distribution sy	441	W	WTP	Building- Water Treatment Plant Im	2/24/98	227,846.00	0.00	0.00	83,923.27	4,556.92	88,480.19	139,365.81	S/L	50.00	
209	Plant and distribution sy	445	W	WTP	Infrastructure- Chlorine Distribution	4/01/99	15,191.37	0.00	0.00	15,191.37	0.00	15,191.37	0.00	S/L	10.00	
210	Plant and distribution sy	446	W	WTP	Infrastructure- Double Walls Tank	6/30/99	6,041.22	0.00	0.00	6,041.22	0.00	6,041.22	0.00	S/L	10.00	
211	Plant and distribution sy	447	W	WTP	Infrastructure- Chemical Feed Pump	8/22/99	1,750.00	0.00	0.00	1,750.00	0.00	1,750.00				

49	Equipment	560	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
50	Equipment	561	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
51	Equipment	562	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
52	Equipment	563	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
53	Equipment	564	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
54	Equipment	565	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
55	Equipment	566	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
56	Equipment	567	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
57	Equipment	568	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
58	Equipment	569	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
59	Equipment	570	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
60	Equipment	571	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
61	Equipment	572	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
62	Equipment	573	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
63	Equipment	574	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
64	Equipment	575	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
65	Equipment	576	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
66	Equipment	577	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
67	Equipment	578	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
68	Equipment	579	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
69	Equipment	580	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
70	Equipment	581	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
71	Equipment	582	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
72	Equipment	583	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
73	Equipment	584	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
74	Equipment	585	S	EQUIPMENT	MODEM UPGRADES FOR LIFT S	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
75	Equipment	586	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
76	Equipment	587	S	EQUIPMENT	RADIO UPGRADES FOR LIFT ST	8/29/03	682.79	0.00	0.00	682.79	0.00	682.79	0.00	S/L	10.00
77	Equipment	588	S	EQUIPMENT	SEWER CLEANER TRAILER MO	10/27/03	200,000.00	0.00	0.00	183,333.33	13,333.33	196,666.66	3,333.34	S/L	15.00
80	Equipment	591	S	EQUIPMENT	PUMP HYDRAULIC WASTE WA	8/14/10	12,250.00	0.00	0.00	8,472.91	1,225.00	9,697.91	2,552.09	S/L	10.00
87	Equipment	598	S	EQUIPMENT	PUMP HYDRAULIC WASTE WA	4/01/15	14,512.75	0.00	0.00	2,176.92	1,451.28	3,628.20	10,884.55	S/L	10.00
88	Equipment	603	S	EQUIPMENT	Fund 31 Sewer Upgrade Project FY	6/30/16	1,741,790.00	0.00	0.00	0.00	34,835.80	34,835.80	1,706,954.20	S/L	50.00
90	Equipment	608	S	EQUIPMENT	RBC Units	8/26/15	157,070.00	0.00	0.00	4,363.06	5,535.67	9,598.73	147,471.27	S/L	30.00
92	Equipment	610	S	EQUIPMENT	Sewer Remote Camera	1/13/16	29,733.49	0.00	0.00	1,858.34	3,716.69	5,575.03	24,158.46	S/L	8.00
6	CIP	604	S	LINES	Fund #31 King Creek Sewer (all pha	6/30/15	489,871.00	0.00	0.00	0.00	0.00	0.00	489,871.00	Memo	0.00
9	CIP	623	S	LINES	Fund #31 King Creed Sewer (all ph)	6/30/17	1,728,051.00	0.00c	0.00	0.00	0.00	0.00	1,728,051.00	Memo	0.00
122	Plant and distribution sy	358	S	LINES	Infrastructure- Sewer Lines	1/01/76	29,841.70	0.00	0.00	24,171.79	596.83	24,768.62	5,073.08	S/L	50.00
123	Plant and distribution sy	359	S	LINES	Infrastructure- Sewer Lines	1/01/76	5,132.59	0.00	0.00	4,137.39	102.65	4,260.04	872.55	S/L	50.00
125	Plant and distribution sy	361	S	LINES	Infrastructure- Sewer Lines	1/01/77	12,640.45	0.00	0.00	9,985.95	252.81	10,238.76	2,401.69	S/L	50.00
127	Plant and distribution sy	363	S	LINES	Infrastructure- Sewer Capital Improv	1/01/78	1,984.43	0.00	0.00	1,528.02	39.69	1,567.71	416.72	S/L	50.00
129	Plant and distribution sy	365	S	LINES	Infrastructure- Sewer Lines	1/01/79	789.35	0.00	0.00	592.02	15.79	607.81	181.54	S/L	50.00
131	Plant and distribution sy	367	S	LINES	Infrastructure- Sewer Lines	1/01/80	1,788.95	0.00	0.00	1,305.94	35.78	1,341.72	447.23	S/L	50.00
147	Plant and distribution sy	383	S	LINES	Infrastructure- Sewer Line	1/01/83	1,190.86	0.00	0.00	613.73	18.32	632.05	558.81	S/L	65.00
148	Plant and distribution sy	384	S	LINES	Infrastructure- Sewer Lines	1/01/83	3,035.78	0.00	0.00	1,564.58	46.70	1,611.28	1,424.50	S/L	65.00
149	Plant and distribution sy	385	S	LINES	Infrastructure- Sewer Lines	1/01/83	15,848.79	0.00	0.00	8,168.24	243.83	8,412.07	7,436.72	S/L	65.00
152	Plant and distribution sy	388	S	LINES	Infrastructure- Sewer Lines	1/01/84	14,422.90	0.00	0.00	9,374.90	288.46	9,663.36	4,759.54	S/L	50.00
154	Plant and distribution sy	390	S	LINES	Infrastructure- Sewer Lines	1/01/85	92,664.46	0.00	0.00	58,378.62	1,853.29	60,231.91	32,432.55	S/L	50.00
158	Plant and distribution sy	394	S	LINES	Infrastructure- Sewer Lines	1/01/86	95,468.05	0.00	0.00	58,235.50	1,909.36	60,144.86	35,323.19	S/L	50.00
162	Plant and distribution sy	398	S	LINES	Infrastructure- Sewer Line 8 Inch	1/01/86	1,595.70	0.00	0.00	730.35	24.55	754.90	840.80	S/L	65.00
163	Plant and distribution sy	399	S	LINES	Infrastructure- Sewer Lines 8 Inch	10/30/86	23,565.00	0.00	0.00	10,785.51	362.54	11,148.05	12,416.95	S/L	65.00
165	Plant and distribution sy	401	S	LINES	Infrastructure- Sewer Lines 15 Inch	1/15/87	8,790.15	0.00	0.00	3,989.36	135.23	4,124.59	4,665.56	S/L	65.00
168	Plant and distribution sy	404	S	LINES	Infrastructure- Design of Sewer Line	4/09/87	1,051.59	0.00	0.00	473.22	16.18	489.40	562.19	S/L	65.00
171	Plant and distribution sy	407	S	LINES	Infrastructure- Sewer Line 15 Inch	6/09/87	7,710.00	0.00	0.00	3,449.73	118.62	3,568.35	4,141.65	S/L	65.00
176	Plant and distribution sy	412	S	LINES	Infrastructure- Sewer Lines	10/23/87	35.00	0.00	0.00	15.49	0.54	16.03	18.97	S/L	65.00
178	Plant and distribution sy	414	S	LINES	Infrastructure- Sewer Lines SB2	5/09/88	173,548.19	0.00	0.00	75,204.22	2,669.97	77,874.19	95,674.00	S/L	65.00
180	Plant and distribution sy	416	S	LINES	Infrastructure- Sewer Lines SB2	6/22/88	217,556.10	0.00	0.00	93,995.40	3,347.02	97,342.42	120,213.68	S/L	65.00
188	Plant and distribution sy	424	S	LINES	Infrastructure- Sewer Pipe Etc.	12/31/89	11,693.44	0.00	0.00	6,217.02	233.87	6,450.89	5,242.55	S/L	50.00
189	Plant and distribution sy	425	S	LINES	Infrastructure- Sewer Line 10 Inch	12/31/89	480.00	0.00	0.00	255.20	9.60	264.80	215.20	S/L	50.00
195	Plant and distribution sy	431	S	LINES	Infrastructure- Sewer Extension	6/23/95	7,181.79	0.00	0.00	3,028.34	143.64	3,171.98	4,009.81	S/L	50.00
238	Plant and distribution sy	474	S	LINES	Sewer Line Rehab Gallimore Road	1/01/08	423,320.00	0.00	0.00	71,964.40	8,466.40	80,430.80	342,889.20	S/L	50.00
239	Plant and distribution sy	475	S	LINES	Gallimore Rd Force Main Rehab	6/30/09	265,000.00	0.00	0.00	37,541.67	5,300.00	42,841.67	222,158.33	S/L	50.00
241	Plant and distribution sy	477	S	LINES	Balance of Gallimore Rd Force Mai	7/01/10	148,175.22	0.00	0.00	22,986.12	4,939.17	27,925.29	120,249.93	S/L	30.00
249	Plant and distribution sy	485	S	LINES	BRUSHY CREEK SEWER PROJE	6/30/13	594,017.00	0.00	0.00	36,631.05	11,880.34	48,511.39	545,505.61	S/L	50.00
108	Plant and distribution sy	344	S	LS	Infrastructure- Lift Station	1/01/60	22,408.49	0.00	0.00	19,478.13	344.75	19,822.88	2,585.61	S/L	65.00
109	Plant and distribution sy	345	S	LS	Infrastructure- Wet Well	1/01/60	5,701.92	0.00	0.00	4,956.31	87.72	5,044.03	657.89	S/L	65.00
110	Plant and distribution sy	346	S	LS	Infrastructure- Pit	1/01/60	7,081.44	0.00	0.00	6,155.43	108.95	6,264.38	817.06	S/L	65.00
119	Plant and distribution sy	355	S	LS	Infrastructure- Lift Station	1/01/75	21,888.22	0.00	0.00	13,974.77	336.74	14,311.51	7,576.71	S/L	65.00
132	Plant and distribution sy	368	S	LS	Infrastructure- Lift Station	1/01/80	11,949.89	0.00	0.00	6,710.33	183.84	6,894.17	5,055.72	S/L	65.00
133	Plant and distribution sy	369	S	LS	Infrastructure- Lift Station	1/01/80	6,023.09	0.00	0.00	3,382.19	92.66	3,474.85	2,548.24	S/L	65.00
134	Plant and distribution sy	370	S	LS	Infrastructure- Lift Station	1/01/80	11,292.65	0.00	0.00	6,341.27	173.73	6,515.00	4,777.65	S/L	65.00
159	Plant and distribution sy	395	S	LS	Infrastructure- Lift Station	1/01/86	57,684.26	0.00	0.00	27,067.24	887.45	27,954.69	29,729.57	S/L	65.00
164	Plant and distribution sy	400	S	LS	Infrastructure- Lift Station	1/01/87	49,664.29	0.00	0.00	22,539.96	764.07	23,304.03	26,360.26	S/L	65.00
191	Plant and distribution sy	427	S	LS	Infrastructure- Lift Station	1/01/90	16,920.96	0.00	0.00	6,898.53	260.32	7,158.85	9,762.11	S/L	65.00
203	Plant and distribution sy	439	S	LS	Infrastructure- Lift Station	1/01/97	21,527.10	0.00	0.00	6,458.15	331.19	6,789.34	14,737.76	S/L	65.00
208	Plant and distribution sy	444	S	LS	Infrastructure- Lift Station	1/01/99	29,698.13	0.00	0.00	7,995.64	456.89	8,452.53	21,245.60	S/L	65.00
227	Plant and distribution sy	463	S	LS	Infrastructure- Grinder-Ductile Iron	6/28/01	29,506.00	0.00	0.00	29,506.00	0.00	29,506.00	0.00	S/L	10.00
228	Plant and distribution sy	464	S	LS	Infrastructure- Lift Station	1/01/02	25,858.58	0.00	0.00	5,768.44	397.82	6,166.26	19,692.32	S/L	65.00
234	Plant and distribution sy	470	S	LS	Infrastructure- Lift Station	7/01/05	75,000.00	0.00	0.00	12,692.32	1,153.85	13,846.17	61,153.83	S/L	65.00
235	Plant and distribution sy	471	S	LS	Infrastructure- Lift Station	1/01/06	75,000.00	0.00	0.00						

246	Plant and distribution sy	482	S	WWTP	SEPTAGE FACILITY AT WWPT	6/30/13	148,725.00	0.00	0.00	9,171.38	2,974.50	12,145.88	136,579.12	S/L	50.00
248	Plant and distribution sy	484	S	WWTP	BELT PRESS AT WWPT	6/30/13	1,248,433.00	0.00	0.00	76,986.70	24,968.66	101,955.36	1,146,477.64	S/L	50.00
250	Plant and distribution sy	486	S	WWTP	CONVEYOR 44R FOR SCREENS	4/21/14	27,022.00	0.00	0.00	3,039.98	1,351.10	4,391.08	22,630.92	S/L	20.00
252	Plant and distribution sy	488	S	WWTP	BUILDING WASTE TREATMENT	5/17/14	10,562.00	0.00	0.00	1,525.62	704.13	2,229.75	8,332.25	S/L	15.00
12	Equipment	523	B	EQUIPMENT	LOCATOR PIPE & CABLE	1/01/76	500.00	0.00	0.00	500.00	0.00	500.00	0.00	S/L	10.00
14	Equipment	525	B	EQUIPMENT	BALANCE SCIENTIFIC	1/01/77	1,875.00	0.00	0.00	1,875.00	0.00	1,875.00	0.00	S/L	10.00
15	Equipment	526	B	EQUIPMENT	GENERATOR 300 KW	1/01/79	51,570.80	0.00	0.00	51,570.80	0.00	51,570.80	0.00	S/L	10.00
16	Equipment	527	B	EQUIPMENT	AUTOCCLAVE	1/01/80	550.00	0.00	0.00	550.00	0.00	550.00	0.00	S/L	10.00
17	Equipment	528	B	EQUIPMENT	MICROSCOPE MONOCULAR E	1/01/80	365.00	0.00	0.00	365.00	0.00	365.00	0.00	S/L	10.00
18	Equipment	529	B	EQUIPMENT	MICROSCOPE BINOCULAR EL	7/02/87	600.00	0.00	0.00	600.00	0.00	600.00	0.00	S/L	10.00
20	Equipment	531	B	EQUIPMENT	FORKLIFT ELECTRIC	11/17/94	7,500.00	0.00	0.00	7,500.00	0.00	7,500.00	0.00	S/L	10.00
24	Equipment	535	B	EQUIPMENT	AC REFRIGERANT SYSTEM	2/21/95	5,732.00	0.00	0.00	5,732.00	0.00	5,732.00	0.00	S/L	15.00
25	Equipment	536	B	EQUIPMENT	AUTOCCLAVE	8/14/95	6,187.93	0.00	0.00	6,187.93	0.00	6,187.93	0.00	S/L	10.00
26	Equipment	537	B	EQUIPMENT	WASHER LABORATORY	1/11/96	5,046.65	0.00	0.00	5,046.65	0.00	5,046.65	0.00	S/L	10.00
27	Equipment	538	B	EQUIPMENT	TRAILER CARRIER	3/06/96	5,975.00	0.00	0.00	5,975.00	0.00	5,975.00	0.00	S/L	10.00
28	Equipment	539	B	EQUIPMENT	PUMP HYDRO STATIC TEST	1/01/98	4,684.97	0.00	0.00	4,684.97	0.00	4,684.97	0.00	S/L	10.00
29	Equipment	540	B	EQUIPMENT	TRAILER JET MACHINE	12/10/98	23,700.00	0.00	0.00	23,700.00	0.00	23,700.00	0.00	S/L	10.00
30	Equipment	541	B	EQUIPMENT	DITCH DIGGER	3/23/00	12,425.00	0.00	0.00	12,425.00	0.00	12,425.00	0.00	S/L	10.00
31	Equipment	542	B	EQUIPMENT	SAW BAND METAL V-SPEED	1/01/01	5,958.12	0.00	0.00	6,156.73	0.00	6,156.73	-198.61	S/L	15.00
32	Equipment	543	B	EQUIPMENT	BACKHOE	3/01/01	59,167.62	0.00	0.00	59,167.62	0.00	59,167.62	0.00	S/L	10.00
34	Equipment	545	B	EQUIPMENT	TOOL POWER PAC	1/01/02	4,853.51	0.00	0.00	4,853.51	0.00	4,853.51	0.00	S/L	10.00
35	Equipment	546	B	EQUIPMENT	PROBE SUBMERGED FLOW LO	1/01/02	4,853.51	0.00	0.00	4,853.51	0.00	4,853.51	0.00	S/L	10.00
36	Equipment	547	B	EQUIPMENT	PROBE SUBMERGED FLOW LO	1/01/02	4,853.51	0.00	0.00	4,853.51	0.00	4,853.51	0.00	S/L	10.00
37	Equipment	548	B	EQUIPMENT	COMPUTER MAINFRAME	5/20/02	13,000.00	0.00	0.00	13,000.00	0.00	13,000.00	0.00	S/L	5.00
38	Equipment	549	B	EQUIPMENT	CONVEYOR COMPACTOR	11/07/02	43,980.00	0.00	0.00	43,002.66	977.34	43,980.00	0.00	S/L	15.00
41	Equipment	552	B	EQUIPMENT	LOADER FRONT END BACKHO	1/01/03	56,931.08	0.00	0.00	56,931.08	0.00	56,931.08	0.00	S/L	10.00
78	Equipment	589	B	EQUIPMENT	AIR COMPRESSOR STATIONAR	3/24/05	11,325.00	0.00	0.00	12,929.38	0.00	12,929.38	-1,604.38	S/L	10.00
79	Equipment	590	B	EQUIPMENT	GENERATOR 300 KW	6/17/09	14,531.00	0.00	0.00	11,745.89	1,453.10	13,198.99	1,332.01	S/L	10.00
81	Equipment	592	B	EQUIPMENT	GENERATOR 300 KW	2/18/11	13,697.82	0.00	0.00	8,789.43	1,369.78	10,159.21	3,538.61	S/L	10.00
82	Equipment	593	B	EQUIPMENT	TRAILER JET MACHINE	3/16/11	24,703.42	0.00	0.00	-3,898.97	2,470.34	-1,428.63	26,132.05	S/L	10.00
83	Equipment	594	B	EQUIPMENT	COMPUTER W/ MONITOR	8/30/13	11,801.40	0.00	0.00	4,622.22	1,180.14	5,802.36	5,999.04	S/L	10.00
84	Equipment	595	B	EQUIPMENT	AUTOMOBILE	9/25/13	26,998.75	0.00	0.00	12,935.89	3,374.84	16,310.73	10,688.02	S/L	8.00
91	Equipment	609	B	EQUIPMENT	Refrigerated Sampler	9/09/15	5,296.80	0.00	0.00	551.75	662.10	1,213.85	4,082.95	S/L	8.00
93	Equipment	611	B	EQUIPMENT	Signature Area Velocity Flow Meter	6/30/16	12,463.37	0.00	0.00	0.00	1,557.92	1,557.92	10,905.45	S/L	8.00
94	Equipment	612	B	EQUIPMENT	Air Compressor	6/29/16	5,499.99	0.00	0.00	0.00	687.50	687.50	4,812.49	S/L	8.00
95	Equipment	613	B	EQUIPMENT	Computer Equipment	5/18/16	42,400.00	0.00	0.00	353.33	4,240.00	4,593.33	37,806.67	S/L	10.00
96	Equipment	616	B	EQUIPMENT	GENERATOR, 40 KW	10/19/16	26,280.00	0.00	0.00	0.00	2,190.00	2,190.00	24,090.00	S/L	8.00
97	Equipment	617	B	EQUIPMENT	BACKHOE	3/15/17	95,710.00	0.00	0.00	0.00	3,190.33	3,190.33	92,519.67	S/L	10.00
98	Equipment	618	B	EQUIPMENT	LOADER, FRONT END, BACKHO	8/03/16	37,316.00	0.00	0.00	0.00	3,420.63	3,420.63	33,895.37	S/L	10.00
99	Equipment	621	B	EQUIPMENT	John Deere Z915E	5/17/17	6,819.93	0.00	0.00	0.00	71.04	71.04	6,748.89	S/L	8.00
100	Equipment	622	B	EQUIPMENT	John Deere Z915E	5/17/17	6,819.93	0.00	0.00	0.00	71.04	71.04	6,748.89	S/L	8.00
103	Land	599	B	LAND	Land	1/01/30	199,922.00	0.00	0.00	0.00	0.00	0.00	199,922.00	Memo	0.00
104	Land	600	B	LAND	Land	1/01/30	12,969.00	0.00	0.00	0.00	0.00	0.00	12,969.00	Memo	0.00
172	Plant and distribution sy	408	B	LINES	Infrastructure- Water & Sewer Lines	6/30/87	207,448.20	0.00	0.00	92,819.76	3,191.51	96,011.27	111,436.93	S/L	65.00
173	Plant and distribution sy	409	B	LINES	Infrastructure- Lambs Creek Project	6/30/87	6,535.00	0.00	0.00	2,923.99	100.54	3,024.53	3,510.47	S/L	65.00
174	Plant and distribution sy	410	B	LINES	Infrastructure- Water & Sewer Lines	6/30/87	57,533.05	0.00	0.00	25,742.34	885.12	26,627.46	30,905.59	S/L	65.00
181	Plant and distribution sy	417	B	LINES	Infrastructure- Motel Utilities Projec	6/30/88	81,099.08	0.00	0.00	35,038.53	1,247.66	36,286.19	44,811.89	S/L	65.00
194	Plant and distribution sy	430	B	LINES	Infrastructure- Forest Gate Utilities	7/01/93	810,639.83	0.00	0.00	372,894.33	16,212.80	389,107.13	421,532.70	S/L	50.00
206	Plant and distribution sy	442	B	LINES	Infrastructure- Annexed Utilities Ca	5/20/98	1,060,625.34	0.00	0.00	385,360.54	21,212.51	406,573.05	654,052.29	S/L	50.00
230	Plant and distribution sy	466	B	LINES	Infrastructure- Pisgah Forest Annex	7/01/02	1,883,536.87	0.00	0.00	527,390.32	37,670.74	565,061.06	1,318,475.81	S/L	50.00
118	Plant and distribution sy	354	B	OTHER	Infrastructure- Pre-1975 Water & Se	1/01/75	1,232,293.38	0.00	0.00	1,022,803.51	24,645.87	1,047,449.38	184,844.00	S/L	50.00
155	Plant and distribution sy	391	B	OTHER	Building- Paved Parking Area	1/01/85	3,225.00	0.00	0.00	3,225.00	0.00	3,225.00	0.00	S/L	10.00
177	Plant and distribution sy	413	B	OTHER	Building- Landscaping	4/01/88	849.00	0.00	0.00	849.00	0.00	849.00	0.00	S/L	10.00
192	Plant and distribution sy	428	B	OTHER	Building- Utility Shed	1/24/91	11,229.11	0.00	0.00	11,229.11	0.00	11,229.11	0.00	S/L	15.00
204	Plant and distribution sy	440	B	OTHER	Infrastructure- Design for Lead & C	6/30/97	11,833.10	0.00	0.00	11,833.10	0.00	11,833.10	0.00	S/L	10.00
207	Plant and distribution sy	443	B	OTHER	Building- Utility	8/20/98	2,800.00	0.00	0.00	2,800.00	0.00	2,800.00	0.00	S/L	15.00
222	Plant and distribution sy	458	B	OTHER	Infrastructure- Three NEMA Enclos	1/20/00	581.77	0.00	0.00	581.77	0.00	581.77	0.00	S/L	5.00
224	Plant and distribution sy	460	B	OTHER	Building- Masonry Sound Walls	4/06/00	4,800.00	0.00	0.00	4,800.00	0.00	4,800.00	0.00	S/L	15.00
231	Plant and distribution sy	467	B	OTHER	Infrastructure- GEO Database-Maps	11/14/02	16,130.00	0.00	0.00	14,696.22	1,075.33	15,771.55	358.45	S/L	15.00
232	Plant and distribution sy	468	B	OTHER	Infrastructure- Electrical Labor & M	1/15/03	9,175.00	0.00	0.00	1,848.70	136.94	1,985.64	7,189.36	S/L	67.00
247	Plant and distribution sy	483	B	OTHER	S. FRENCH BROAD STORMWAT	6/30/13	51,113.00	0.00	0.00	3,151.97	1,022.26	4,174.23	46,938.77	S/L	50.00
253	Plant and distribution sy	489	B	OTHER	Building- Public Works Old Duke E	12/09/14	291,737.80	0.00	0.00	9,238.37	5,834.76	15,073.13	276,664.67	S/L	50.00
255	Vehicle	491	B	VEHICLES	TRUCK PICK-UP	5/27/81	6,431.45	0.00	0.00	6,431.45	0.00	6,431.45	0.00	S/L	8.00
256	Vehicle	492	B	VEHICLES	TRUCK PICK-UP	9/24/82	6,764.00	0.00	0.00	6,764.00	0.00	6,764.00	0.00	S/L	8.00
257	Vehicle	493	B	VEHICLES	TRUCK PICK-UP	5/14/87	13,340.43	0.00	0.00	13,340.43	0.00	13,340.43	0.00	S/L	8.00
258	Vehicle	494	B	VEHICLES	TRUCK DUMP	1/01/92	23,925.43	0.00	0.00	23,925.43	0.00	23,925.43	0.00	S/L	8.00
259	Vehicle	495	B	VEHICLES	TRUCK PICK-UP	3/17/94	9,415.10	0.00	0.00	9,415.10	0.00	9,415.10	0.00	S/L	8.00
260	Vehicle	496	B	VEHICLES	TRUCK PICK-UP	3/17/94	13,126.28	0.00	0.00	13,126.28	0.00	13,126.28	0.00	S/L	8.00
261	Vehicle	497	B	VEHICLES	TRUCK PICK-UP	2/01/96	16,715.00	0.00	0.00	16,715.00	0.00	16,715.00	0.00	S/L	8.00
262	Vehicle	498	B	VEHICLES	TRUCK UTILITY BED	6/25/98	22,954.00	0.00	0.00	22,954.00	0.00	22,954.00	0.00	S/L	8.00
263	Vehicle	499	B	VEHICLES	TRUCK UTILITY BED	6/25/98	22,954.00	0.00	0.00	22,954.00	0.00	22,954.00	0.00	S/L	8.00
264	Vehicle	500	B	VEHICLES	TRUCK PICK-UP	5/28/99	18,935.00	0.00	0.00	18,935.00	0.00	18,935.00	0.00	S/L	8.00
265	Vehicle	501	B	VEHICLES	TRUCK DUMP	6/08/00	44,820.00	0.00	0.00	44,820.00	0.00	44,820.00	0.00	S/L	8.00
266	Vehicle	502	B	VEHICLES	TRUCK DUMP	6/28/01	42,292.00	0.00	0.00	42,292.00	0.00	42,292.00	0.00	S/L	8.00
267	Vehicle	503	B	VEHICLES	TRUCK DUMP	6/28/01	38,990.00	0.00	0.00	38,990.00	0.00	38,990.00	0.00	S/L	8.00
268	Vehicle	504	B	VEHICLES	TRUCK PICK-UP	6/30/02	16,350.72	0.00	0.00	16,350.72	0.00	16,350.72	0.00	S/L	8.00
269	Vehicle	505	B	VEHICLES	TRUCK PICK-UP	9/30/04	12,530.00	0.00	0.00	12,530.00	0.00	12,530.00	0.00	S/L	8.00
270	Vehicle	506	B	VEHICLES	VEHICLE ALL TERRAIN ATV	10/21/04	12,550.00	0.00	0.00	12,550.00	0.00	12,550.00	0.00	S/L	8.00
271	Vehicle	507	B	VEHICLES	TRUCK DUMP	2/10/05	25,288.00	0.00	0.00						

CAPITAL IMPROVEMENTS PLAN



Confidential & Proprietary

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City of Brevard, NC
Enterprise Fund Budget
Fiscal Year 2017-2018

EXPENDITURES

8140 Water Distribution System

8140.7300 Capital Outlay – Other Improvements

Budgeted Amount \$ -0-

8140.7400 Capital Outlay Equipment (>\$5,000)

Valve Insertion Equipment Package

Budgeted Amount \$ 80,000

8140 – Water Distribution System Departmental TOTAL \$ 592,559

DRAFT

**City of Brevard, NC
Enterprise Fund Budget
Fiscal Year 2017-2018**

EXPENDITURES

8280 Sewer Collections Division

8280.5300 Dues and Subscriptions

NC AWWA Membership Operator Certification Fees NC Waterworks Operators Association CDL License Subscriptions, Books, Manuals
--

Budgeted Amount \$ 2,400

8280.5400 Insurance and Bonds

This line item covers the cost of a prorated portion of the property/general liability coverage as well as the applicable worker's compensation insurance.

Budgeted Amount \$ 13,700

8280.7300 Capital Outlay – Other Improvements

Budgeted Amount \$ 420,000

8280.7400 Capital Outlay – Equipment (>\$5,000)

Camera Truck Retrofit – Replace all equipment including generator, computer, software, and training
--

Budgeted Amount \$ 105,000

8280 – Sewer Collections Division Departmental TOTAL \$ 1,242,597

City of Brevard, NC
Enterprise Fund Budget
Fiscal Year 2017-2018

EXPENDITURES

8120 Water Treatment Facility

8120.7300 Capital Outlay – Other Improvement

Budgeted Amount \$ -0-

8120.7400 Capital Outlay – Equipment (>\$5,000)

Budgeted Amount \$ -0-

8120 – Water Treatment Facility Departmental TOTAL \$ 792,300

DRAFT

**City of Brevard, NC
Enterprise Fund Budget
Fiscal Year 2017-2018**

EXPENDITURES

8220 Wastewater Treatment Facility

8220.5400 Insurance and Bonds

This line item covers the cost of a prorated portion of the property/general liability coverage as well as the applicable worker's compensation insurance.

Budgeted Amount \$ 12,050

8220.7300 Capital Outlay – Other Improvements

Replace Facility Entry Gate	8,500
Metal Storage Building	35,000
Replace Supernatant Return Pump Station	200,000

Budgeted Amount \$ 243,500

8220.7400 Capital Outlay – Equipment (>\$5,000)

Budgeted Amount \$ -0-

8220 – Wastewater Treatment Facility Dept. TOTAL \$ 1,647,142

WATER AND SEWER LINE DATA

DRAFT



Confidential & Proprietary

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BREVARD WATER SYSTEM
VALUE OF WATER LINES

INSTALL YEAR	DIAMETER	LENGTH	Rounded																		Current							
			0.75		1	1.25	1.5	2	2.5	3	4	6	8	10	12	14	16	18	24	36	42	Remaining	Remaining	Remaining	Value			
			\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$35.00	\$35.00	\$45.00	\$55.00	\$65.00	\$80.00	\$95.00	\$105.00	\$180.00	\$255.00	\$345.00	\$525.00	Unit cost	Total cost	Life	Age	life	life	life	
1977	6	11,093.42	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45.00	\$499,203.90	75	40	47%	35	40	\$232,961.82
1977	0.75	106,530	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$2,663,250.00	75	40	47%	35	40	\$1,242,850.00
1977	1	2,607.53	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$65,188.25	75	40	47%	35	40	\$30,421.18
1977	1.5	1,061.22	\$0	\$0	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$26,530.50	75	40	47%	35	40	\$12,380.90
1977	2	34,468.15	\$0	\$0	\$0	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$861,703.75	75	40	47%	35	40	\$402,128.42
1977	2.5	1,994.60	\$0	\$0	\$0	\$0	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25.00	\$49,865.00	75	40	47%	35	40	\$23,270.33
1977	3	72.8	\$0	\$0	\$0	\$0	\$0	\$0	\$35	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35.00	\$2,548.00	75	40	47%	35	40	\$1,189.07
1977	4	17,015.70	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35.00	\$595,549.50	75	40	47%	35	40	\$277,923.10
1977	6	234,997.05	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45.00	\$10,574,867.25	75	40	47%	35	40	\$4,934,938.05
1977	8	49,642.08	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55.00	\$2,730,314.40	75	40	47%	35	40	\$1,274,146.72
1977	10	34,381.37	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65.00	\$2,234,789.05	75	40	47%	35	40	\$1,042,901.56
1977	12	25,900.08	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80	\$0	\$0	\$0	\$0	\$0	\$0	\$80.00	\$2,072,006.40	75	40	47%	35	40	\$966,936.32
1977	14	11,826.24	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$95	\$0	\$0	\$0	\$0	\$0	\$95.00	\$1,123,492.80	75	40	47%	35	40	\$524,296.64
1977	18	17,659.54	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$180	\$0	\$0	\$0	\$180.00	\$3,178,717.20	75	40	47%	35	40	\$1,483,401.36
\$12,449,745.47																												

BREVARD SEWER SYSTEM
VALUE OF SEWER GRAVITY AND FORCE MAINS

INSTALL YEAR	DIAMETER	LENGTH	0.75	1	1.25	1.5	2	2.5	3	4	6	8	10	12	14	18	20	21	24	27	30	42	Rounded							
																							Unit cost	Total cost	Life	Age	Remaining	Remaining	Remaining	Current
			\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$85.00	\$115.00	\$135.00	\$160.00	\$195.00	\$210.00	\$235.00	\$265.00	\$285.00	\$525.00	life	life	life	Value			
1977	8	1,074.75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$80,606.25	75	40	47%	35	40	\$37,616.25
1977	6	1,514.58	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$113,593.50	75	40	47%	35	40	\$53,010.30
1977	8	409.73	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$30,729.75	75	40	47%	35	40	\$14,340.55
1977	8	12,947.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$971,025.00	75	40	47%	35	40	\$453,145.00
1977	8	288,659	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$21,649,425.00	75	40	47%	35	40	\$10,103,065.00
1977	12	637	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115.00	\$73,255.00	75	40	47%	35	40	\$34,185.67
1977	18	655	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160	\$0	\$0	\$0	\$0	\$0	\$0	\$160.00	\$104,800.00	75	40	47%	35	40	\$48,906.67
1977	24	1,892.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$235	\$0	\$0	\$0	\$235.00	\$444,620.00	75	40	47%	35	40	\$207,489.33
1977	4	764.13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$57,309.75	75	40	47%	35	40	\$26,744.55
1977	4	1,431.34	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$107,350.50	75	40	47%	35	40	\$50,096.90
1977	14	1,200.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$135	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$135.00	\$162,000.00	75	40	47%	35	40	\$75,600.00
1977	6	4,216.90	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$316,267.50	75	40	47%	35	40	\$147,591.50
1977	4	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$0.00	75	40	47%	35	40	\$0.00
1977	2	0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$0.00	75	40	47%	35	40	\$0.00
1977	4	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$0.00	75	40	47%	35	40	\$0.00
1977	4	7,748.21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$581,115.75	75	40	47%	35	40	\$271,187.35
1977	2	325.04	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$24,378.00	75	40	47%	35	40	\$11,376.40
1977	8	2,279.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$170,925.00	75	40	47%	35	40	\$79,765.00
1977	2	138.85	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$10,413.75	75	40	47%	35	40	\$4,859.75
1977	6	388.57	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$29,142.75	75	40	47%	35	40	\$13,599.95
1977	20	12,416.71	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$195	\$0	\$0	\$0	\$0	\$0	\$195.00	\$2,421,258.45	75	40	47%	35	40	\$1,129,920.61
1977	2	1,676.70	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75.00	\$125,752.50	75	40	47%	35	40	\$58,684.50

PUMP STATIONS INSURANCE RECORDS

DRAFT



Confidential & Proprietary

Page 14

Water Distribution Facilities											
Type	Address	Capacity (gal)	Type	Previous Total Insured Value	Building Value	Engineering etc. Cost	Total Building Value	Equipment Property	Engineering etc. Cost	Total Equipment	Total Insured Value
Reservoirs											
Burrell Mtn.	526 Burrell Road	100,000	Welded Steel	\$143,294	\$0	\$0	\$0	\$185,000	\$33,300	\$218,300	\$218,300
Main Reservoir #1	25 Reservoir Road	1,000,000	Concrete	\$798,116	\$0	\$0	\$0	\$1,000,000	\$180,000	\$1,180,000	\$1,180,000
Main Reservoir #2	25 Reservoir Road	1,000,000	Concrete	\$798,116	\$0	\$0	\$0	\$1,000,000	\$180,000	\$1,180,000	\$1,180,000
Deer Lake	518 Stone Drive	79,000	Bolted Steel	\$143,294	\$0	\$0	\$0	\$145,000	\$26,100	\$171,100	\$171,100
Wal-Mart	100 Forest Gate Center	244,000	Welded Steel	\$453,275	\$0	\$0	\$0	\$425,000	\$76,500	\$501,500	\$501,500
Straus Park	18 Elk Mtn Trail	100,000	Welded Steel	\$143,138	\$0	\$0	\$0	\$185,000	\$33,300	\$218,300	\$218,300
Hydro-Pneumatic Pump Stations											
Deer Lake #2	300 White Squirrel Lane	20 gpm*	2-300 gal	\$63,062	\$20,000	\$3,600	\$23,600	\$20,000	\$3,600	\$23,600	\$47,200
Eagle Point	200 Eagle Point Drive	20 gpm*	1,000 gal	\$83,045	\$30,000	\$5,400	\$35,400	\$60,000	\$10,800	\$70,800	\$106,200
Straus Park #3	18 Elk Mtn Trail	26 gpm	2-100 gal	\$36,305	\$15,000	\$2,700	\$17,700	\$20,000	\$3,600	\$23,600	\$41,300
Pump Stations											
Deer Lake #1	Deer Lake Road & Stone Drive	100 gpm		\$35,037	\$30,000	\$5,400	\$35,400	\$35,000	\$6,300	\$41,300	\$76,700
Straus Park #1	Pine Mtn & Stone Creek	150 gpm		\$90,523	\$60,000	\$10,800	\$70,800	\$45,000	\$8,100	\$53,100	\$123,900
Straus Park #2	Pine Mtn & Elk Mtn	150 gpm		\$90,523	\$60,000	\$10,800	\$70,800	\$45,000	\$8,100	\$53,100	\$123,900
Burrell Mtn.	25 Reservoir Road	84 gpm		\$27,441	\$30,000	\$5,400	\$35,400	\$35,000	\$6,300	\$41,300	\$76,700
Other											
Underground Controls	25 Reservoir Road			\$13,816	\$6,000	\$1,080	\$7,080	\$12,000	\$2,160	\$14,160	\$21,240

Note: Cost Data obtained from R.S. Means Construction Cost Data and Supplier for Specific Industries

Wastewater Collection Facilities										
Type	Address	Capacity (gpm)	Previous Total Insured	Building Value	Engineering etc. Cost	Total Building Value	Equipment Property	Engineering etc. Cost	Total Equipment	Total Insured Value
Lift Stations										
Neely Road (With Generator)	501 Neely Road	2900	\$136,277	\$125,000	\$22,500	\$147,500	\$275,000	\$49,500	\$324,500	\$472,000
Gallimore Road (With Generator)	Gallimore Road & Placid Street	1950	\$103,732	\$125,000	\$22,500	\$147,500	\$250,000	\$45,000	\$295,000	\$442,500
Wilson Road	101 Wilson Road	1050	\$106,577	\$100,000	\$18,000	\$118,000	\$150,000	\$27,000	\$177,000	\$295,000
Deerlake	Deerlake Road		\$39,757	\$0	\$0	\$0	\$75,000	\$13,500	\$88,500	\$88,500
Bedford Place	213 Osbourne Road		\$93,181	\$0	\$0	\$0	\$100,000	\$18,000	\$118,000	\$118,000
Lowe's	119 Ecusta Road		\$97,995	\$0	\$0	\$0	\$100,000	\$18,000	\$118,000	\$118,000
Camp Keystone	630 Cashier Valley Road		\$24,278	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Fish Camp	663 Deavor Road		\$69,335	\$0	\$0	\$0	\$75,000	\$13,500	\$88,500	\$88,500
Ballpark	962 Ecusta Road		\$39,233	\$0	\$0	\$0	\$75,000	\$13,500	\$88,500	\$88,500
Racquet Club	871 Country Club Drive		\$26,162	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Camp Illahee	401 Illahee Road		\$26,168	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Allison Creek	700 Highway 64		\$28,781	\$0	\$0	\$0	\$75,000	\$13,500	\$88,500	\$88,500
Transylvania County	100 Old Highway 64		\$12,133	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Old Hickory House	844 Country Club Road		\$13,183	\$0	\$0	\$0	\$25,000	\$4,500	\$29,500	\$29,500
Other Wastewater Equipment										
Neely Road Pit Grinder	501 Neely Road		\$44,659	\$20,000	\$3,600	\$23,600	\$40,000	\$7,200	\$47,200	\$70,800
Neely Road Wet Well	501 Neely Road		\$36,200	\$10,000	\$1,800	\$11,800	\$20,000	\$3,600	\$23,600	\$35,400
Portable Generator #1 (20kw)	3226 Wilson Road			\$0	\$0	\$0	\$20,000	\$3,600	\$23,600	\$23,600
Portable Generator #2 (20kw)	3226 Wilson Road			\$0	\$0	\$0	\$20,000	\$3,600	\$23,600	\$23,600

Note: Cost Data obtained from R.S. Means Construction Cost Data and Supplier for Specific Industries

GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 2017

SESSION LAW 2017-138
HOUSE BILL 436

AN ACT TO PROVIDE FOR UNIFORM AUTHORITY TO IMPLEMENT SYSTEM
DEVELOPMENT FEES FOR PUBLIC WATER AND SEWER SYSTEMS IN NORTH
CAROLINA AND TO CLARIFY THE APPLICABLE STATUTE OF LIMITATIONS.

The General Assembly of North Carolina enacts:

SECTION 1. Chapter 162A of the General Statutes is amended by adding a new Article to read:

"Article 8.

"System Development Fees.

"§ 162A-200. Short title.

This Article shall be known and may be cited as the "Public Water and Sewer System Development Fee Act."

"§ 162A-201. Definitions.

The following definitions apply in this Article:

- (1) Capital improvement. – A planned facility or expansion of capacity of an existing facility other than a capital rehabilitation project necessitated by and attributable to new development.
- (2) Capital rehabilitation project. – Any repair, maintenance, modernization, upgrade, update, replacement, or correction of deficiencies of a facility, including any expansion or other undertaking to increase the preexisting level of service for existing development.
- (3) Existing development. – Land subdivisions, structures, and land uses in existence at the start of the written analysis process required by G.S. 162A-205, no more than one year prior to the adoption of a system development fee.
- (4) Facility. – A water supply, treatment, storage, or distribution facility, or a wastewater collection, treatment, or disposal facility, including for reuse or reclamation of water, owned or operated, or to be owned or operated, by a local governmental unit and land associated with such facility.
- (5) Local governmental unit. – Any political subdivision of the State that owns or operates a facility, including those owned or operated pursuant to local act of the General Assembly or pursuant to Part 2 of Article 2 of Chapter 130A, Article 15 of Chapter 153A, Article 16 of Chapter 160A, or Articles 1, 4, 5, 5A, or 6 of Chapter 162A of the General Statutes.
- (6) New development. – Any of the following occurring after the date a local government begins the written analysis process required by G.S. 162A-205, no more than one year prior to the adoption of a system development fee, which increases the capacity necessary to serve that development:
 - a. The subdivision of land.



- b. The construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure which increases the number of service units.
 - c. Any use or extension of the use of land which increases the number of service units.
- (7) Service. – Water or sewer service, or water and sewer service, provided by a local governmental unit.
- (8) Service unit. – A unit of measure, typically an equivalent residential unit, calculated in accordance with generally accepted engineering or planning standards.
- (9) System development fee. – A charge or assessment for service imposed with respect to new development to fund costs of capital improvements necessitated by and attributable to such new development, to recoup costs of existing facilities which serve such new development, or a combination of those costs, as provided in this Article. The term includes amortized charges, lump-sum charges, and any other fee that functions as described by this definition regardless of terminology. The term does not include any of the following:
 - a. A charge or fee to pay the administrative, plan review, or inspection costs associated with permits required for development.
 - b. Tap or hookup charges for the purpose of reimbursing the local governmental unit for the actual cost of connecting the service unit to the system.
 - c. Availability charges.
 - d. Dedication of capital improvements on-site, adjacent, or ancillary to a development absent a written agreement providing for credit or reimbursement to the developer pursuant to G.S. 153A-280, 153A-451, 160A-320, 160A-499 or Part 3A of Article 18, Chapter 153A or Part 3D of Article 19, Chapter 160A of the General Statutes.
 - e. Reimbursement to the local governmental unit for its expenses in constructing or providing for water or sewer utility capital improvements adjacent or ancillary to the development if the owner or developer has agreed to be financially responsible for such expenses; however, such reimbursement shall be credited to any system development fee charged as set forth in G.S. 162A-207(c).
- (10) System development fee analysis. – An analysis meeting the requirements of G.S. 162A-205.

"§ 162A-202. Reserved.

"§ 162A-203. Authorization of system development fee.

(a) A local governmental unit may adopt a system development fee for water or sewer service only in accordance with the conditions and limitations of this Article.

(b) A system development fee adopted by a local governmental unit under any lawful authority other than this Article and in effect on October 1, 2017, shall be conformed to the requirements of this Article not later than July 1, 2018.

"§ 162A-204. Reserved.

"§ 162A-205. Supporting analysis.

A system development fee shall be calculated based on a written analysis, which may constitute or be included in a capital improvements plan, that:

- (1) Is prepared by a financial professional or a licensed professional engineer qualified by experience and training or education to employ generally accepted accounting, engineering, and planning methodologies to calculate system development fees for public water and sewer systems.
- (2) Documents in reasonable detail the facts and data used in the analysis and their sufficiency and reliability.
- (3) Employs generally accepted accounting, engineering, and planning methodologies, including the buy-in, incremental cost or marginal cost, and combined cost methods for each service, setting forth appropriate analysis as to the consideration and selection of a method appropriate to the circumstances and adapted as necessary to satisfy all requirements of this Article.
- (4) Documents and demonstrates the reliable application of the methodologies to the facts and data, including all reasoning, analysis, and interim calculations underlying each identifiable component of the system development fee and the aggregate thereof.
- (5) Identifies all assumptions and limiting conditions affecting the analysis and demonstrates that they do not materially undermine the reliability of conclusions reached.
- (6) Calculates a final system development fee per service unit of new development and includes an equivalency or conversion table for use in determining the fees applicable for various categories of demand.
- (7) Covers a planning horizon of not less than 10 years nor more than 20 years.
- (8) Is adopted by resolution or ordinance of the local governmental unit in accordance with G.S. 162A-209.

"§ 162A-206. Reserved.

"§ 162A-207. Minimum requirements.

(a) Maximum. – A system development fee shall not exceed that calculated based on the system development fee analysis.

(b) Revenue Credit. – In applying the incremental cost or marginal cost, or the combined cost, method to calculate a system development fee with respect to water or sewer capital improvements, the system development fee analysis must include as part of that methodology a credit against the projected aggregate cost of water or sewer capital improvements. That credit shall be determined based upon generally accepted calculations and shall reflect a deduction of either the outstanding debt principal or the present value of projected water and sewer revenues received by the local governmental unit for the capital improvements necessitated by and attributable to such new development, anticipated over the course of the planning horizon. In no case shall the credit be less than twenty-five percent (25%) of the aggregate cost of capital improvements.

(c) Construction or Contributions Credit. – In calculating the system development fee with respect to new development, the local governmental unit shall credit the value of costs in excess of the development's proportionate share of connecting facilities required to be oversized for use of others outside of the development. No credit shall be applied, however, for water or sewer capital improvements on-site or to connect new development to water or sewer facilities.

"§ 162A-208. Reserved.

"§ 162A-209. Adoption and periodic review.

(a) For not less than 45 days prior to considering the adoption of a system development fee analysis, the local governmental unit shall post the analysis on its Web site and solicit and furnish a means to submit written comments, which shall be considered by the preparer of the analysis for possible modifications or revisions.

(b) After expiration of the period for posting, the governing body of the local governmental unit shall conduct a public hearing prior to considering adoption of the analysis with any modifications or revisions.

(c) The local governmental unit shall publish the system development fee in its annual budget or rate plan or ordinance. The local governmental unit shall update the system development fee analysis at least every five years.

"§ 162A-210. Reserved.

"§ 162A-211. Use and administration of revenue.

(a) Revenue from system development fees calculated using the incremental cost method or marginal cost method, exclusively or as part of the combined cost method, shall be expended only to pay:

- (1) Costs of constructing capital improvements including, and limited to, any of the following:
 - a. Construction contract prices.
 - b. Surveying and engineering fees.
 - c. Land acquisition cost.
 - d. Principal and interest on bonds, notes, or other obligations issued by or on behalf of the local governmental unit to finance any costs for an item listed in sub-subdivisions a. through c. of this subdivision.
- (2) Professional fees incurred by the local governmental unit for preparation of the system development fee analysis.
- (3) If no capital improvements are planned for construction within five years or the foregoing costs are otherwise paid or provided for, then principal and interest on bonds, notes, or other obligations issued by or on behalf of a local governmental unit to finance the construction or acquisition of existing capital improvements.

(b) Revenue from system development fees calculated using the buy-in method may be expended for previously completed capital improvements for which capacity exists and for capital rehabilitation projects. The basis for the buy-in calculation for previously completed capital improvements shall be determined by using a generally accepted method of valuing the actual or replacement costs of the capital improvement for which the buy-in fee is being collected less depreciation, debt credits, grants, and other generally accepted valuation adjustments.

(c) A local governmental unit may pledge a system development fee as security for the payment of debt service on a bond, note, or other obligation subject to compliance with the foregoing limitations.

(d) System development fee revenues shall be accounted for by means of a capital reserve fund established pursuant to Part 2 of Article 3 of Chapter 159 of the General Statutes and limited as to expenditure of funds in accordance with this section.

"§ 162A-212. Reserved.

"§ 162A-213. Time for collection of system development fees.

For new development involving the subdivision of land, the system development fee shall be collected by a local governmental unit either at the time of plat recordation or when water or sewer service for the subdivision or other development is committed by the local governmental unit. For all other new development, the local governmental unit shall collect the system development fee at the time of application for connection of the individual unit of development to the service or facilities.

"§ 162A-214. Reserved.

"§ 162A-215. Narrow construction.

Notwithstanding G.S. 153A-4 and G.S. 160A-4, in any judicial action interpreting this Article, all powers conferred by this Article shall be narrowly construed to ensure that system development fees do not unduly burden new development."

SECTION 2. G.S. 130A-64 reads as rewritten:

"§ 130A-64. Service charges and rates.

(a) A sanitary district board shall apply service charges and rates based upon the exact benefits derived. These service charges and rates shall be sufficient to provide funds for the maintenance, adequate depreciation and operation of the work of the district. If reasonable, the service charges and rates may include an amount sufficient to pay the principal and interest maturing on the outstanding bonds and, to the extent not otherwise provided for, bond anticipation notes of the district. Any surplus from operating revenues shall be set aside as a separate fund to be applied to the payment of interest on or to the retirement of bonds or bond anticipation notes. The sanitary district board may modify and adjust these service charges and rates.

(b) The district board may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 3. G.S. 153A-277 reads as rewritten:

"§ 153A-277. Authority to fix and enforce rates.

(a) A county may establish and revise from time to time schedules of rents, rates, fees, charges, and penalties for the use of or the services furnished or to be furnished by a public enterprise. Schedules of rents, rates, fees, charges, and penalties may vary for the same class of service in different areas of the county and may vary according to classes of service, and different schedules may be adopted for services provided outside of the county. A county may include a fee relating to subsurface discharge wastewater management systems and services on the property tax bill for the real property where the system for which the fee is imposed is located.

...

(a2) A county may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes.

...."

SECTION 4.(a) G.S. 160A-314 reads as rewritten:

"§ 160A-314. Authority to fix and enforce rates.

(a) A city may establish and revise from time to time schedules of rents, rates, fees, charges, and penalties for the use of or the services furnished or to be furnished by any public enterprise. Schedules of rents, rates, fees, charges, and penalties may vary according to classes of service, and different schedules may be adopted for services provided outside the corporate limits of the city.

...

(e) A city may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 4.(b) G.S. 160A-317 is amended by adding a new subsection to read:

"(a4) System Development Fees. – A city may require system development fees only in accordance with Article 8 of Chapter 162A of the General Statutes."

SECTION 5.(a) G.S. 162A-6(a) is amended by adding a new subdivision to read:

"(9a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 5.(b) G.S. 162A-9 is amended by adding a new subsection to read:

"(a5) An authority may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 6.(a) G.S. 162A-36(a) is amended by adding a new subdivision to read:

"(8a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 6.(b) G.S. 162A-49 reads as rewritten:

"§ 162A-49. Rates and charges for services.

(a) The district board may fix, and may revise from time to time, rents, rates, fees and other charges for the use of land for the services furnished or to be furnished by any water system or sewerage system or both. Such rents, rates, fees and charges shall not be subject to supervision or regulation by any bureau, board, commission, or other agency of the State or of any political subdivision. Any such rents, rates, fees and charges pledged to the payment of revenue bonds of the district shall be fixed and revised so that the revenues of the water system or sewerage system or both, together with any other available funds, shall be sufficient at all times to pay the cost of maintaining, repairing and operating the water system or the sewerage system or both, the revenues of which are pledged to the payment of such revenue bonds, including reserves for such purposes, and to pay the interest on and the principal of such revenue bonds as the same shall become due and payable and to provide reserves therefor. If any such rents, rates, fees and charges are pledged to the payment of any general obligation bonds issued under this Article, such rents, rates, fees and charges shall be fixed and revised so as to comply with the requirements of such pledge. The district board may provide methods for collection of such rents, rates, fees and charges and measures for enforcement of collection thereof, including penalties and the denial or discontinuance of service.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 7.(a) G.S. 162A-69 is amended by adding a new subdivision to read:

"(8a) To impose and require system development fees only in accordance with Article 8 of this Chapter."

SECTION 7.(b) G.S. 162A-72 reads as rewritten:

"§ 162A-72. Rates and charges for services.

(a) The district board may fix, and may revise from time to time, rents, rates, fees and other charges for the use of and for the services furnished or to be furnished by any sewerage system. Such rents, rates, fees and charges shall not be subject to supervision or regulation by any bureau, board, commission, or other agency of the State or of any political subdivision. Any such rents, rates, fees and charges pledged to the payment of revenue bonds of the district shall be fixed and revised so that the revenues of the sewerage system, together with any other available funds, shall be sufficient at all times to pay the cost of maintaining, repairing and operating the sewerage system the revenues of which are pledged to the payment of such revenue bonds, including reserves for such purposes, and to pay the interest on and the principal of such revenue bonds as the same shall become due and payable and to provide reserves therefor. If any such rents, rates, fees and charges are pledged to the payment of any general obligation bonds issued under this Article, such rents, rates, fees and charges shall be fixed and revised so as to comply with the requirements of such pledge. The district board may provide methods for collection of such rents, rates, fees and charges and measures for enforcement of collection thereof, including penalties and the denial or discontinuance of service.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 8. G.S. 162A-85.13 is amended by adding a new subsection to read:

"(a1) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 9. G.S. 162A-88 reads as rewritten:

"§ 162A-88. District is a municipal corporation.

(a) The inhabitants of a county water and sewer district created pursuant to this Article are a body corporate and politic by the name specified by the board of commissioners. Under that name they are vested with all the property and rights of property belonging to the corporation; have perpetual succession; may sue and be sued; may contract and be contracted with; may acquire and hold any property, real and personal, devised, sold, or in any manner conveyed, dedicated to, or otherwise acquired by them, and from time to time may hold, invest, sell, or dispose of the same; may have a common seal and alter and renew it at will; may establish, revise and collect rates, fees or other charges and penalties for the use of or the services furnished or to be furnished by any sanitary sewer system, water system or sanitary sewer and water system of the district; and may exercise those powers conferred on them by this Article.

(b) The district board may require system development fees only in accordance with Article 8 of this Chapter."

SECTION 10.(a) G.S. 1-52(15) reads as rewritten:

"(15) For the recovery of taxes paid as provided in ~~G.S. 105-381~~G.S. 105-381 or for the recovery of an unlawful fee, charge, or exaction collected by a county, municipality, or other unit of local government for water or sewer service or water and sewer service."

SECTION 10.(b) This section is to clarify and not alter G.S. 1-52.

SECTION 11. Sections 1 through 9 of this act become effective October 1, 2017, and apply to system development fees imposed on or after that date. Section 10 of this act, being a clarifying amendment, has retroactive effect and applies to claims accrued or pending prior to and after the date that section becomes law. Nothing in this act provides retroactive authority for any system development fee, or any similar fee for water or sewer services to be furnished, collected by a local governmental unit prior to October 1, 2017. The remainder of this act is effective when it becomes law and applies to claims accrued or pending prior to and after that date.

In the General Assembly read three times and ratified this the 29th day of June, 2017.

s/ Daniel J. Forest
President of the Senate

s/ Tim Moore
Speaker of the House of Representatives

s/ Roy Cooper
Governor

Approved 4:13 p.m. this 20th day of July, 2017

Coates' Canons Blog: System Development Fees are the New Impact Fees

By Kara Millonzi

Article: <https://canons.sog.unc.edu/system-development-fees-new-impact-fees/>

This entry was posted on August 15, 2017 and is filed under Finance & Tax, Public Enterprise / Utility Finance

As detailed [here](#), in 2016, the North Carolina Supreme Court held that municipalities (and by analogy counties) lack the statutory authority to impose certain upfront charges for water and sewer services. Upfront charges are charges imposed on new or existing development before a property parcel is actually connected (or under contract to connect) to a local government's water or sewer system. Local government utilities across the state impose a wide variety of upfront charges, some that are assessed only on developers as a condition of securing development approvals, and others that are imposed on both new and existing property owners. The purposes of these fees range from reimbursing the utility for past investments, to reserving capacity, to covering the costs of extending infrastructure, to establishing a reserve for future maintenance or expansion of the system. In [Quality Built Homes Inc. v. Town of Carthage, No. 315PA15, N.C. \(Aug. 19, 2016\)](#), the supreme court invalidated certain types of upfront charges. Questions remained, however, as to whether government utilities have authority to impose other types of upfront charges pursuant to their general rate-making authority. As detailed in this [post](#), local government utilities were left to make difficult decisions about who to charge, when to charge, and how to calculate the amount of the charge.

A new law, the [Public Water and Sewer System Development Fee Act, S.L. 2017-138](#), clarifies a local government utility's authority to assess upfront charges for water and sewer. The new law grants local government utilities specific authority to assess one type of upfront charge—a system development fee—albeit with significant limitations. It also preserves the authority of local government utilities to impose certain other upfront fees. At the same time, however, it prohibits local government utilities from assessing many of the types of fees that have become routine in recent years. Local government utility providers will need to act soon to bring their fee schedules into compliance.

This post sets out the basic contours of the new law. It discusses who must comply, who can be assessed and when, what the processes are for calculating and adopting the fee schedule, and how a local unit must administer the fee proceeds. It also lists the other types of allowable water and sewer charges. Finally, it identifies a few drafting quirks that may cause some implementation issues. The General Assembly has specified that the new law's provisions be narrowly construed by the courts. To that end, local officials should carefully follow the statutory requirements and proceed cautiously when interpreting any statutory ambiguities. (Future posts will flesh out the details for the calculation requirements and deal with potential liability issues for past fees that were assessed unlawfully.)

Who Must Comply with the New Law?

The new law applies to all local government entities that own or operate water and/or wastewater supply, treatment, storage, or distribution facilities (including facilities for the reuse or reclamation of water). In other words, it applies to municipalities, counties, sanitary districts, water and sewer authorities, county water and sewer districts, metropolitan water districts, metropolitan sewerage districts, metropolitan water and sewerage districts, and any joint agencies formed by two or more of these entities. It also applies to any local government entities created by local act of the general assembly, including Fayetteville Public Works, and Greenville Utilities Commission. For the remainder of the blog post, I will refer to these local government entities collectively as "local governments," "local units," or "local utilities."

Note that the new law only applies to fees assessed for water and wastewater systems owned or operated by these government entities. It does not apply to any other public enterprise activities (such as solid waste, stormwater, electric, or natural gas). And it does not apply to local governments that purchase water or wastewater services from other government entities.

What is the New Law?

The new law grants a local utility the authority to assess a *system development fee* on new development within its territorial boundaries to fund certain capital costs attributable to that new development. Although the name suggests a single fee, the new law actually authorizes a fee schedule. The fee schedule will comprise multiples or derivatives of a base service unit fee. With a few notable exceptions, the new law also likely prohibits local units from assessing other types of upfront charges on new development (in the absence of local act authority). The law very specifically defines what constitutes new development, how to calculate the fee/fee schedule, what capital projects may be funded with the fee, and what process must be used to assess the fee.

New Development (aka Who Can be Assessed)

A local unit may assess a system development fee on the owner(s) of new development within the local unit's territorial jurisdiction. The fee may not be assessed on existing development.

New development is defined as any of the following that occurs after the beginning of the fee adoption process, but no more than 1 year before the local unit adopts the fee:

1. subdivision of land;
2. construction, or any change to an existing structure, that causes an increase in the need for service; or
3. any use or extension of the use of land which increases the need for service.

The authority is thus triggered whenever a parcel of land within the local utility's territorial jurisdiction is divided into smaller tracts that can be developed independently of one another.

The authority is also triggered when there is a change to land or structures within the local utility's territorial jurisdiction that increases the need for service. Examples include construction of new structures that require water and/or wastewater services, as well as changes to existing structures or land that require more or larger meters and/or more water and/or wastewater system capacity to serve the property.

The statute further defines new development temporally. A local unit may assess a system development fee on any new development (as defined above) that occurs after the fee is enacted by the unit. It also may apply the fee retroactively to new development that occurred after the commencement of the fee adoption process and no more than one year before the unit adopts the fee. The beginning of the fee adoption process is triggered when the local government begins the written analysis of the fee. (As detailed below, before enacting a fee a local government must obtain a written analysis from a financial professional or licensed professional engineer detailing how the fee is calculated.) Although the statute is not entirely clear as to when the written analysis is deemed to begin, a reasonable interpretation is the date that local government executes a contract with the professional to perform the analysis. (To be safe, a local unit may want to specify in the contract that its execution marks the beginning of the written analysis.)

Note that this section sets out **who** can be charged. It does not address **when** a local unit may assess the fee. That will be discussed below.

Currently, many local utilities assess upfront charges on existing development, as well as new development. Under the new law, there is no authority for a local government to assess a system development fee on existing development, which is development that exists before the written fee analysis begins or development that occurs after the written fee analysis begins, but more than 1 year before the local government adopts the fee. (Note that the law includes a limited definition of "existing development" but it does not actually authorize a local government to assess a system development fee on this development.) As discussed below, a local unit likely has authority to assess other types of upfront charges on existing development.

Adopting the Fee

A unit must follow several procedural steps to adopt a system development fee schedule. Note that although a local unit may not assess a system development fee before October 1, 2017, it may begin the process before this date.

- **Step 1: Professional Analysis.** The local unit contracts with a financial professional or licensed professional engineer to perform an analysis as to how to calculate the system development fee schedule (according to the statutory parameters). The professional must be “qualified by experience and training or education to employ generally accepted accounting, engineering, and planning methodologies to calculate system development fees for public water and sewer systems.” The law seems to envision that a local unit will contract with an outside professional (as opposed to an employee of the unit) to perform the analysis, but it is not clear that this is a legal requirement. Whether the utility contracts with an outside professional or uses an in-house expert, at a minimum, the unit should document that the individual or firm meets the statutory qualifications and should clearly define the scope of work.
- **Step 2: Public Input.** The local unit posts the professional's written analysis, and proposed system development fee schedule, on the unit's website and solicits written comments from the public. (As noted below, the fee schedule will include the service unit rate, as well as a conversion table that applies some multiple or derivative of the service unit rate to the various categories of demand.) The law requires the local unit to “furnish the means” for providing the comments. The unit could allow for electronic comments or provide a downloadable form. The analysis must be posted for at least 45 days before the unit “consider[s] the adoption of [the] system development fee analysis....”
- **Step 3: Professional Analysis Reconsidered.** The local unit submits any comments the unit receives from the public to the professional for consideration of possible modifications or revisions.
- **Step 4: Public Hearing.** The local unit holds a public hearing on the proposed system development fee schedule, including any modifications or revisions stemming from the public comment period. Note that the new law does not specify notice requirements for the public hearing. It is likely implied that the unit must publish notice, at least on its website, if not elsewhere, for a reasonable period of time before the hearing. The unit may want to announce the public hearing at the time it posts the original analysis for public comment.
- **Step 5: Adopt Resolution or Ordinance.** The unit's governing board adopts a final system development fee schedule by resolution or ordinance.
- **Step 6: Notice of System Development Fee Schedule.** The local unit publishes the system development fee schedule in its annual budget ordinance or incorporates it into its water or wastewater fee ordinance(s). Note that a unit likely can comply with steps 5 and 6 by adopting the system development fee as part of its budget ordinance or water/wastewater rate ordinance to begin with.
- **Step 7: Periodic Updates.** A local unit updates the system development fee analysis periodically, at least once every five years.

Calculating the Fee

As stated above, the local unit must contract (or employ) a qualified financial or engineering professional to aid it in setting the system development fee schedule. A local unit may not adopt a higher rate/fee schedule than that calculated using the professional analysis. In preparing the written analysis, the financial or engineering professional must do all of the following:

- Consider and select an appropriate, generally accepted accounting, engineering, and planning methodology to calculate the fee. Possible methodologies include the buy-in, incremental cost or marginal cost, and combined cost methods. (Although the new law seems to suggest that other methods may be appropriate, it does not provide a means for expending proceeds if the fee schedule is calculated using another method.)
 - *Buy-in Method.* Under this method, new development bears a proportional share of the capital costs previously incurred by the unit that allow for sufficient capacity to serve the new development.
 - *Incremental/Marginal Cost.* This method requires new development to pay the proportional share of new capital costs that are attributable to the new development.
 - *Combined Cost.* This method uses a combination of the buy-in and incremental/marginal cost methods.
- Document the facts and data used in the analysis with sufficient detail to demonstrate their sufficiency and reliability.
- Document the analysis performed to select an appropriate methodology, and demonstrate the application of the methodology to the facts and data (including all interim calculations).

-
- Identify all assumptions and limiting conditions affecting the analysis and demonstrate that they do not materially undermine the reliability of the conclusions.
 - Calculate a final system development fee per service unit of new development. A service unit is defined by the new law as “a unit of measure, typically an equivalent residential unit, calculated in accordance with generally accepted engineering or planning standards.”
 - Incorporate a credit calculation for the value of costs of the capital improvement that exceed the new development’s proportionate share of connecting facilities required to be oversized for the use by others outside the new development. The credit will not be applied to on-site capital improvements or to costs to connect the new development to water or sewer facilities.
 - Depending on the chosen methodology, incorporate a revenue or valuation credit to avoid double-dipping by the unit (*ie.* Raising revenue from different sources to cover the same costs.).
 - Include an equivalency or conversion table that can be used to determine the fees applicable for the various categories of demand. This will become the fee schedule.
 - Cover a planning horizon of between 10 and 20 years.

When Fee Assessed

When a local unit may assess the system development fee depends on the nature of the new development. If the new development involves a subdivision of land, the local unit must collect the fee either when the plat is recorded or when the local unit otherwise legally commits to provide the water and/or service to the development. That commitment should trigger the local utility to reserve sufficient capacity (and possibly make other infrastructure changes, expansions, etc.) to serve the future new development.

If the new development involves construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure, or any use or extension of the use of land, which increases the number of service units, the local unit must collect the fee when the developer/property owner applies for connection of an individual unit of development. This timing makes sense if the new development involves a new structure. If, however, the new development involves changes to an existing structure that require increased water or sewer capacity, the directive is less clear. A local unit likely may charge the fee when a new meter is installed or when additional capacity is otherwise triggered. To facilitate this process, a unit may want to convert its existing customer base into service units and then require that a customer reapply for service whenever there is a change to the property that results in an increase in service units.

How Fee Proceeds May be Expended

The law places certain restrictions on how a local utility may spend system development fee revenue. The restrictions differ depending on the methodology used to calculate the fee schedule.

If the local unit uses the *incremental/marginal cost* method either by itself or as part of a *combined method*, the fee proceeds may only be used to:

- Pay the costs of a new facility or the expansion of capacity of an existing facility that is necessitated by and attributable to the new development. Costs are limited to the following: construction costs, surveying and engineering fees, land acquisition costs, principal and interest on bonds, notes, or other obligations issued by or on behalf of the local unit (hereinafter “borrowings”) to finance construction, land acquisition or surveying and engineering costs.
- Pay for professional fees incurred by the local unit for the preparation of the system development fee analysis.

If no capital improvements are planned for construction within 5 years, or the costs are otherwise paid for through other means, the new law states that the local unit may use the proceeds “to pay the principal and interest on [borrowings] to finance the construction or acquisition of existing capital improvements.” However, because a “capital improvement” is defined as a “planned facility or expansion of capacity of an existing facility other than a capital rehabilitation project necessitated by and attributable to new development,” it is unclear what constitutes an “existing capital improvement.”

The new law is even less clear on how the proceeds may be spent if the unit employs the buy-in method. In fact, that section of the law (codified as G.S. 162A-211(b)), actually reads as if it is defining how to calculate a fee using the buy-in

method, rather than specifying how to use the proceeds. It provides that “revenue from [the buy-in method] may be expended for previously completed capital improvement for which capacity exists and for capital rehabilitation projects.” It goes on to require that the basis of the buy-in calculation include a valuation adjustment. It makes no sense for revenue to be “expended” for a project that is already completed, unless it is used to make debt service payments. Nor should the valuation adjustment impact how the funds are spent. The statute does allow proceeds to be expended on capital rehabilitation projects. But that term is defined so narrowly (because it is limited to projects that benefit development that occurred within one year before the unit adopted the system development fee) that it may not be useful to most local units. Because the whole purpose behind the buy-in method is to reimburse the government for certain past investments, it may be reasonable for a unit to treat the proceeds of a system development fee calculated using this method as unrestricted revenue in the water and/or wastewater fund.

Administering the Fee

A unit must segregate any system development fee proceeds for budgeting purposes by including them in a capital reserve fund (CRF). Note that a capital reserve fund is not a “fund” for accounting purposes. It is essentially a statutory savings account that provides an alternative to fund balance. (In other words, instead of allowing the proceeds to accumulate as fund balance, a CRF allows a unit to demonstrate to its citizens how it intends to expend the revenues in the future.) The unit must adopt a resolution or ordinance establishing the CRF and appropriate money for specific capital projects, in accordance with the process set out in G.S. 159-18. (Click [here](#) and [here](#) for more information on how to establish a CRF.) When the unit needs to expend the funds for an authorized purpose, the board must first transfer the monies from the CRF to either the annual budget ordinance or a project ordinance.

Exclusive Authority (Kind of)

As stated above, local units across the state currently assess a variety of upfront charges for water and sewer services and refer to these charges by an even wider variety names. Common labels include impact fees, capacity fees, development fees, facility fees, capital recovery fees, and capital reserve fees. The new law grants authority for a specific charge and assigns it the label of “system development fee.” A unit may choose a different name for the fee, but it must structure and enact the fee exactly as provided in the new law.

The new law generally preempts other types of upfront charges for water and sewer services. In that respect, it provides the exclusive authority for these charges. A unit must cease assessing impact fees, capacity fees, and other similar charges that do not comply with the new law’s provisions. The law carves out a few notable exceptions, though.

First, it preserves a local government’s authority to assess regulatory fees (including plan review and inspection fees), tap or hookup charges (to cover the direct costs of connecting the service unit to the system), contractual charges (negotiated payments for infrastructure expansions), and availability fees (charges in lieu of mandating connection), even though these are types of upfront charges. A future post will walk through the full array of allowable charges for water and sewer services.

Second, although the new law does not allow a local utility to assess a system development fee on the owner(s) of existing development within its territorial jurisdiction, or on the owner(s) of new or existing development outside its territorial jurisdiction, it does clarify that every local utility may use its regular utility rate-making authority to assess charges for “services to be furnished.” Water and sewer authorities and county water and sewer districts already had this authority, and it has been interpreted by the courts to allow a utility to assess upfront charges akin to impact fees, as long as the unit has a concrete plan to serve the properties for which the charges are assessed. (See this [post](#) for more information on the contours of this authority.) Local units, thus, have a good deal of flexibility in setting upfront charges for existing development within their territorial jurisdiction or for existing or new development outside their territorial jurisdictions.

When Does New Law Go into Effect?

The new law takes effect on October 1, 2017. That means that local governments are authorized to begin implementing the new system development fee schedule as of that date.

The law also purportedly grants local governments a grace period of sorts to convert existing upfront charges to the new system development fee. The grace period only applies, however, to “system development fees” that were lawfully

imposed under other provisions of law. The new law, however, specifically defines a system development fee as a charge assessed on new development to fund capital improvements necessitated by and attributable to that new development or to recoup the costs of existing facilities that serve the new development. Thus, the grace period only extends to fees that were calculated to cover these exact costs. It does not apply to any fees or charges that were calculated to include past, current, or future capital purposes that were not directly necessitated and attributable to the new development. If a local unit does have a system development fee in effect on October 1, 2017, that fits within these parameters and has been lawfully adopted pursuant to another law, the unit has until July 1, 2018, to make the fee conform with the new law's requirements. That essentially means that the local unit has until this time to prepare the professional analysis and follow the other statutory procedures to enact the system development fee schedule.

Links

- canons.sog.unc.edu/updated-municipalities-counties-not-authorized-charge-certain-impact-aka-capacity-system-development-fees/
- appellate.nccourts.org/opinions/?c=1&pdf=34625
- ced.sog.unc.edu/upfront-charges-for-local-government-water-and-sewer-capital/
- www.ncleg.net/Sessions/2017/Bills/House/PDF/H436v6.pdf
- canons.sog.unc.edu/financing-capital-projects-part-i-saving-through-fund-balance-and-capital-reserve-funds/
- canons.sog.unc.edu/capital-reserve-funds-revisited/
- canons.sog.unc.edu/water-and-sewer-districts-impact-fee-powers/



Transylvania County Building Department

City 04/01/2018 thru 04/30/2018

	Permits Issued	Construction Value	Permit Fees	Misc. Sales Fees	Credit Card Fees	Total of All Fees
Residential						
New House						
Additions/Alterations	13	288,300	2,758.00	0.00	200.00	2,958.00
Elec/Plumb/Mech	19		150.00	0.00	1,275.00	1,425.00
Mobile Home						
Commercial						
New Commercial						
Additions/Alterations	3	228,500	300.00	0.00	1,570.00	1,870.00
Elec/Plumb/Mech	12		175.00	0.00	675.00	850.00
Miscellaneous						
Signs						
HRF/County			0.00	7.00	0.00	7.00
HRF/State			0.00	63.00	0.00	63.00
Other			75.00	0.00	150.00	225.00
Totals:	47	516,800	3,458.00	70.00	3,870.00	7,398.00
Less HRF Refundable to State:						(63.00)
Less Cancelled Permits:						0.00
Total Fees Collected:						7,335.00

Mike Owen - Building Director



Transylvania County Building Department

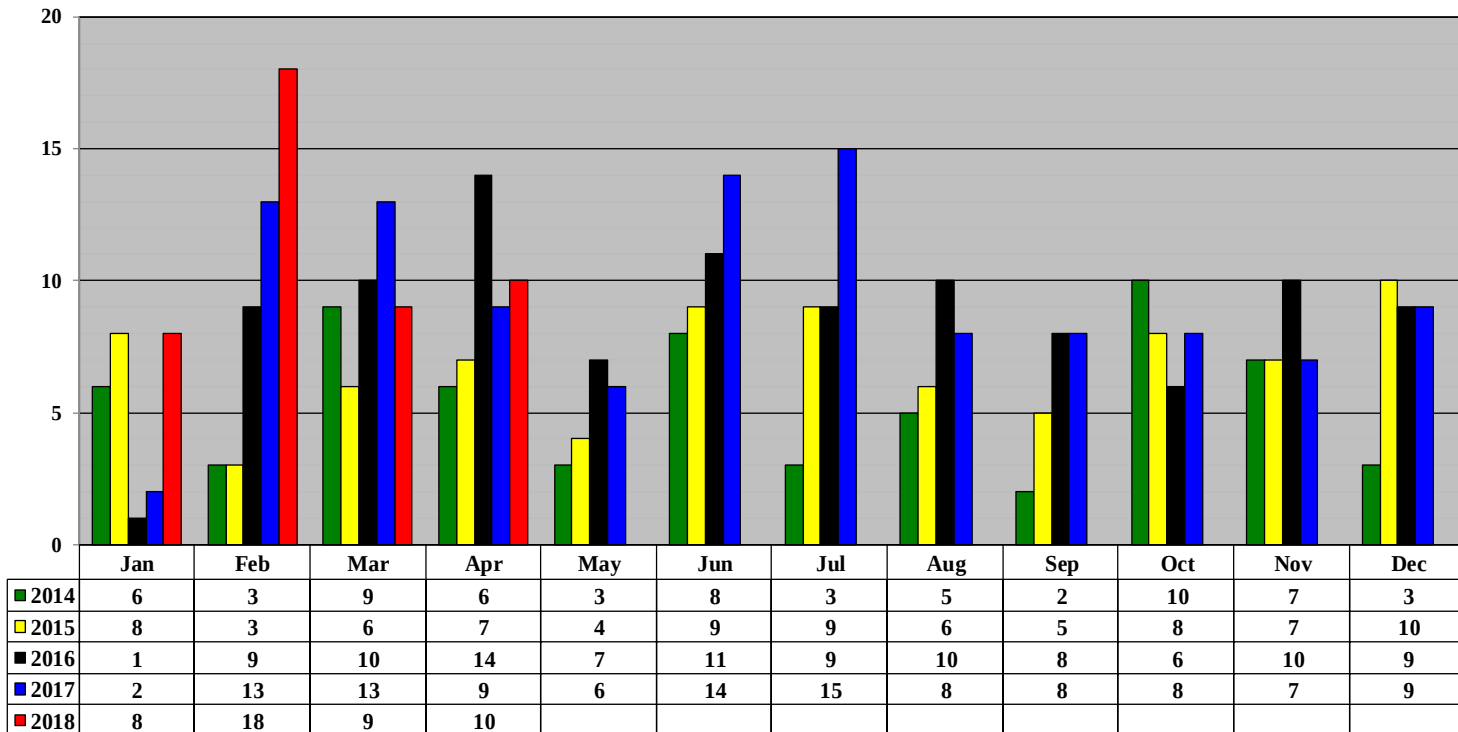
County 04/01/2018 thru 04/30/2018

	Permits Issued	Construction Value	Permit Fees	Misc. Sales Fees	Credit Card Fees	Total of All Fees
Residential						
New House	10	3,128,785	7,786.00	0.00	898.00	8,684.00
Additions/Alterations	24	1,329,499	5,499.00	0.00	1,470.00	6,969.00
Elec/Plumb/Mech	55		600.00	0.00	3,750.00	4,350.00
Mobile Home	2	33,626	150.00	0.00	150.00	300.00
Commercial						
New Commercial						
Additions/Alterations	2	1,560,000	10,920.00	0.00	0.00	10,920.00
Elec/Plumb/Mech	14		575.00	0.00	750.00	1,325.00
Miscellaneous						
Signs						
HRF/County			0.00	20.00	3.00	23.00
HRF/State			0.00	180.00	27.00	207.00
Other			1,779.00	0.00	1,213.00	2,992.00
Totals:	107	6,051,910	27,309.00	200.00	8,261.00	35,770.00
Less HRF Refundable to State:						(207.00)
Less Cancelled Permits:						0.00
Total Fees Collected:						35,563.00

Mike Owen - Building Director



Single Family Residential Permits 2014 - 2018



Jan \$ 2,339,742

Apr \$ 3,128,785

July \$

Oct \$

2018 Year-To-Date

Year End Totals

Feb \$ 7,003,850

May \$

Aug \$

Nov \$

\$15,343,211

2014 \$27,234,617

2015 \$31,917,639

2016 \$39,648,514

Mar \$ 2,870,834

June \$

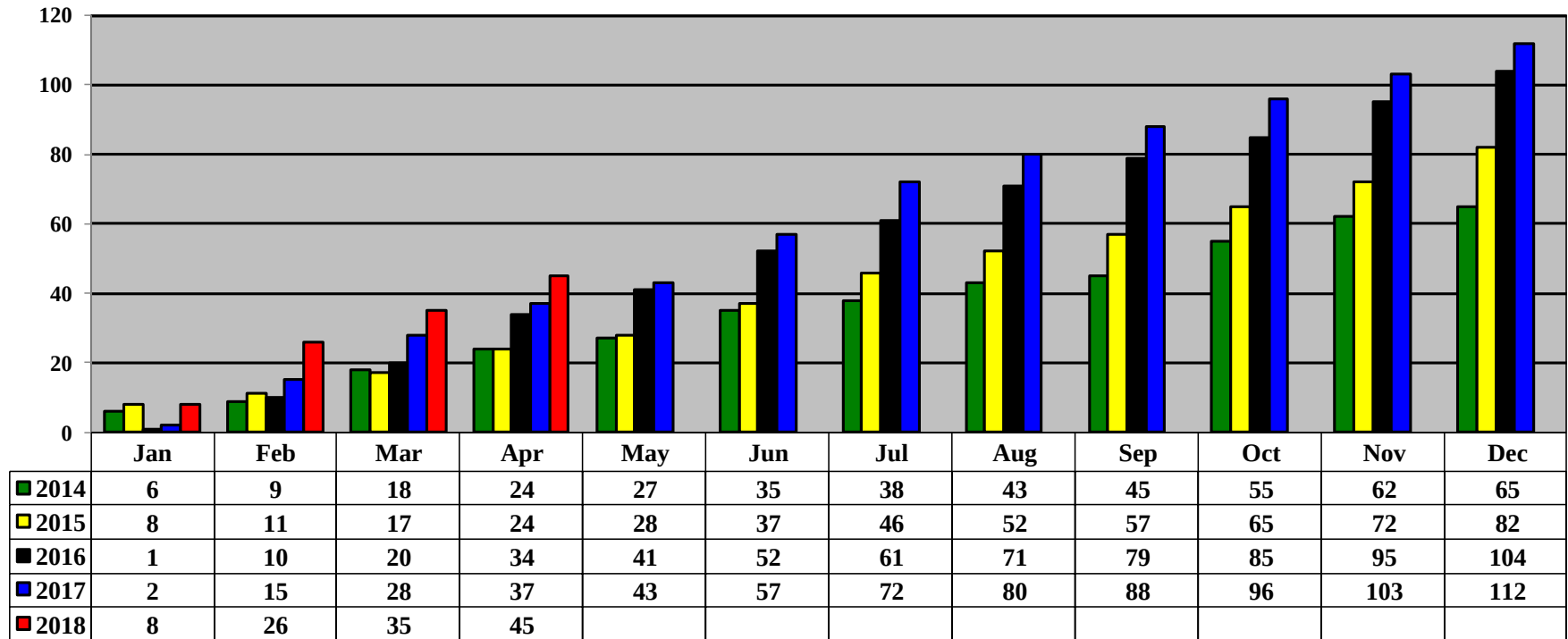
Sept \$

Dec \$

2017 \$39,911,798

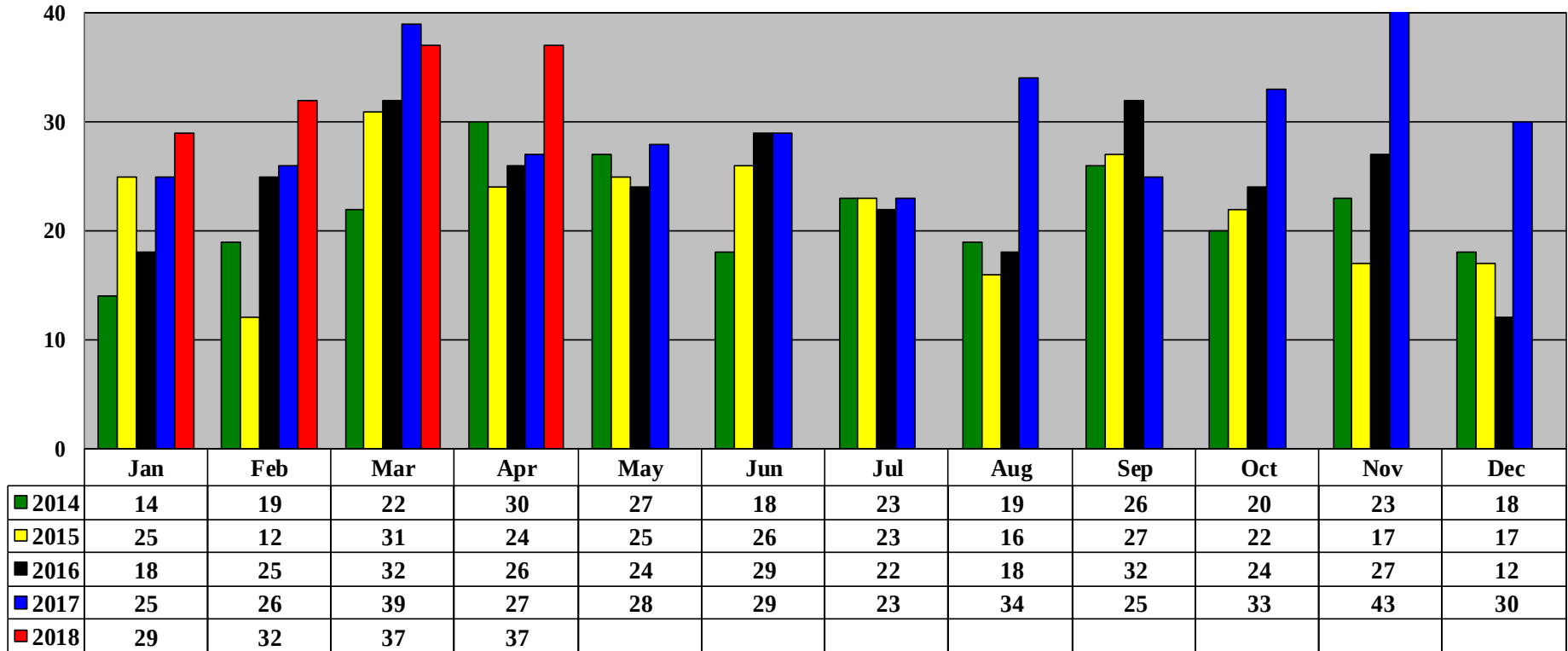


Single Family Residential Permits (Cumulative) 2014 - 2018





Residential Additions and Alternations 2014 - 2018



Jan \$1,207,149

Apr \$ 1,617,799

Jul \$

Oct \$

2018 Year-To-Date

Year End Totals

Feb \$2,123,188

May \$

Aug \$

Nov \$

\$6,483,945

2014 \$ 12,771,723

2015 \$ 14,101,402

2016 \$ 19,291,660

2017 \$ 19,560,553

Mar \$1,535,809

June \$

Sept \$

Dec \$

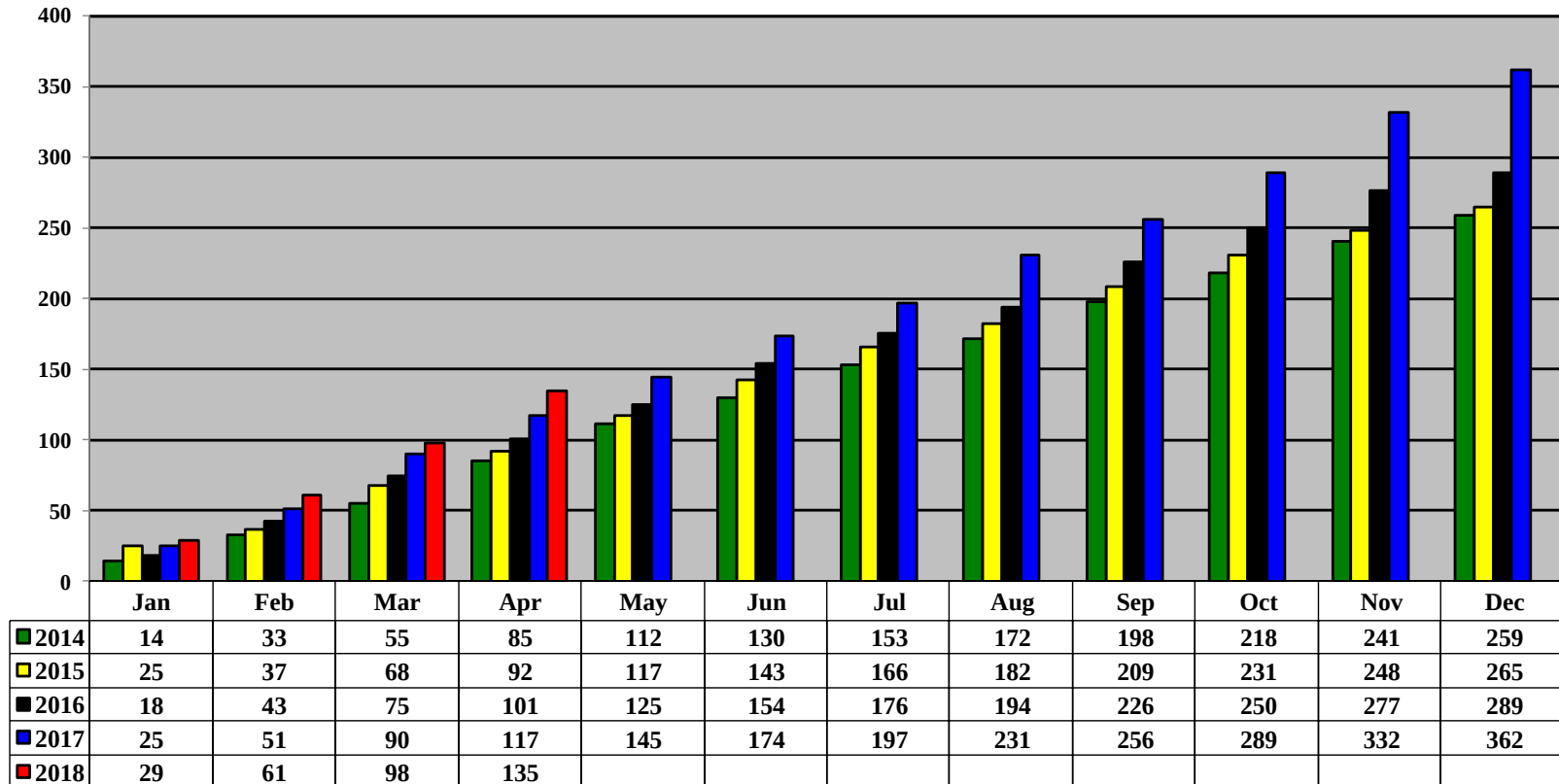
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Agenda Packet-Brevard City Council Meeting

May 2018

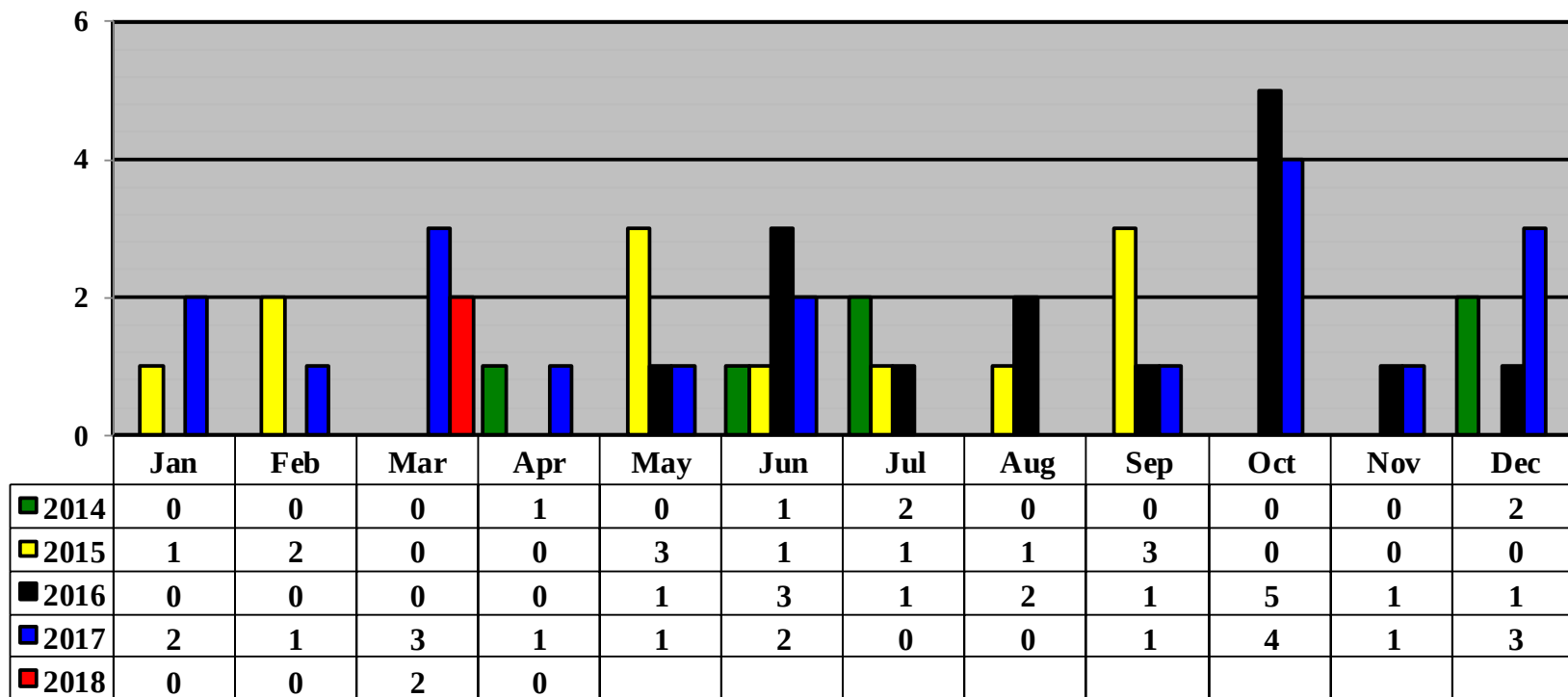


Residential Additions and Alterations (Cumulative) 2014 - 2018





New Commercial Permits 2014 – 2018



Jan \$ 0

Apr \$ 0

Jul \$

Oct \$

2018 Year-To-Date

Year End Totals

Feb \$ 0

May \$

Aug \$

Nov \$

\$1,900,000

Mar \$ 1,900,000

June \$

Sept \$

Dec \$

2014 \$ 13,588,500

2015 \$ 12,102,119

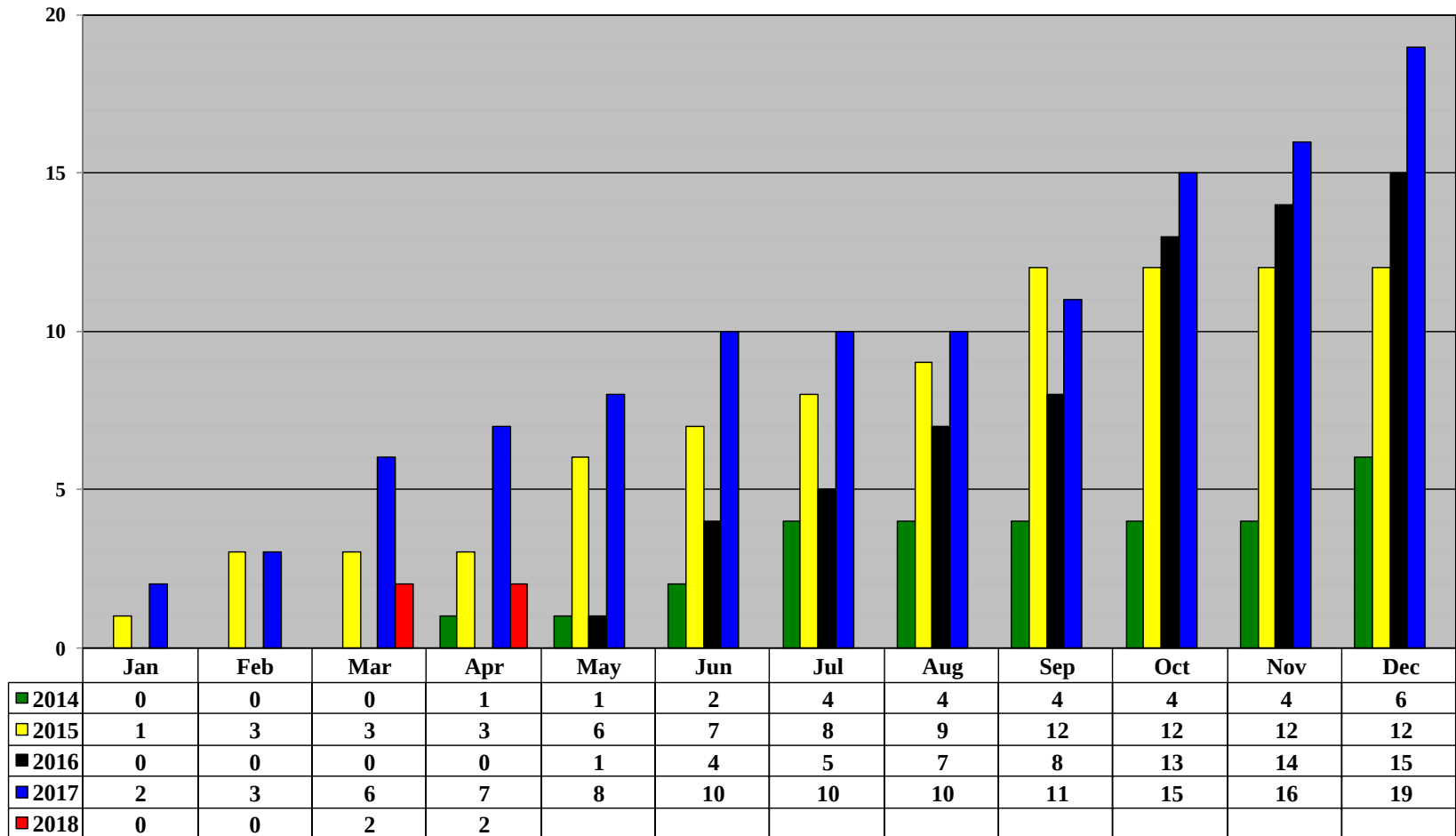
2016 \$ 11,316,412

2017 \$ 15,140,266

2018 \$

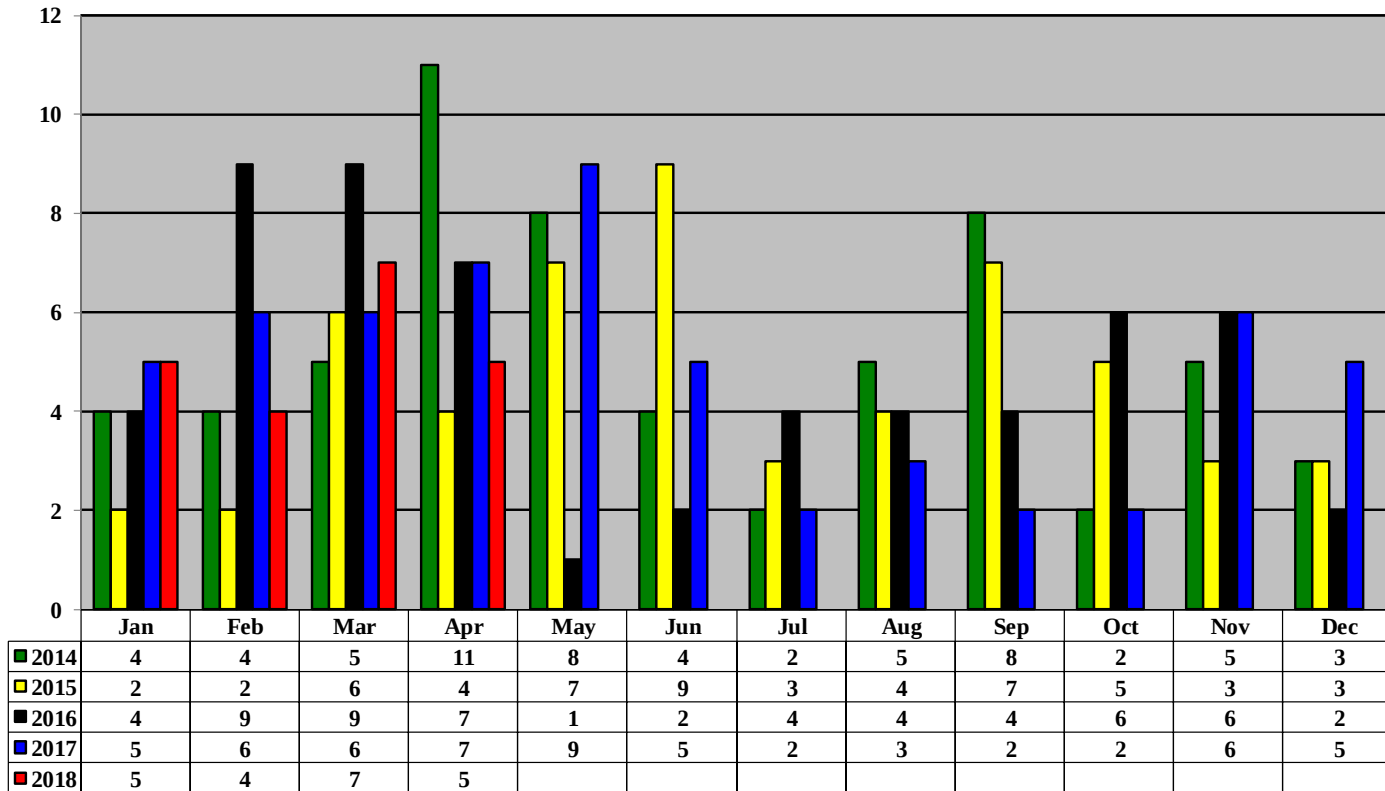


New Commercial Permits (Cumulative) 2014 - 2018





Commercial Additions and Alterations 2014 - 2018



Jan \$ 601,839

Apr \$ 1,788,500

Jul \$

Oct \$

2018 Year-To-Date

Year End Totals

Feb \$ 84,500

May \$

Aug \$

Nov \$

\$ 3,045,409

2014 \$ 4,578,024

2015 \$ 6,068,189

2016 \$ 22,440,963

2017 \$ 6,026,593

2018 \$

Mar \$ 570,570

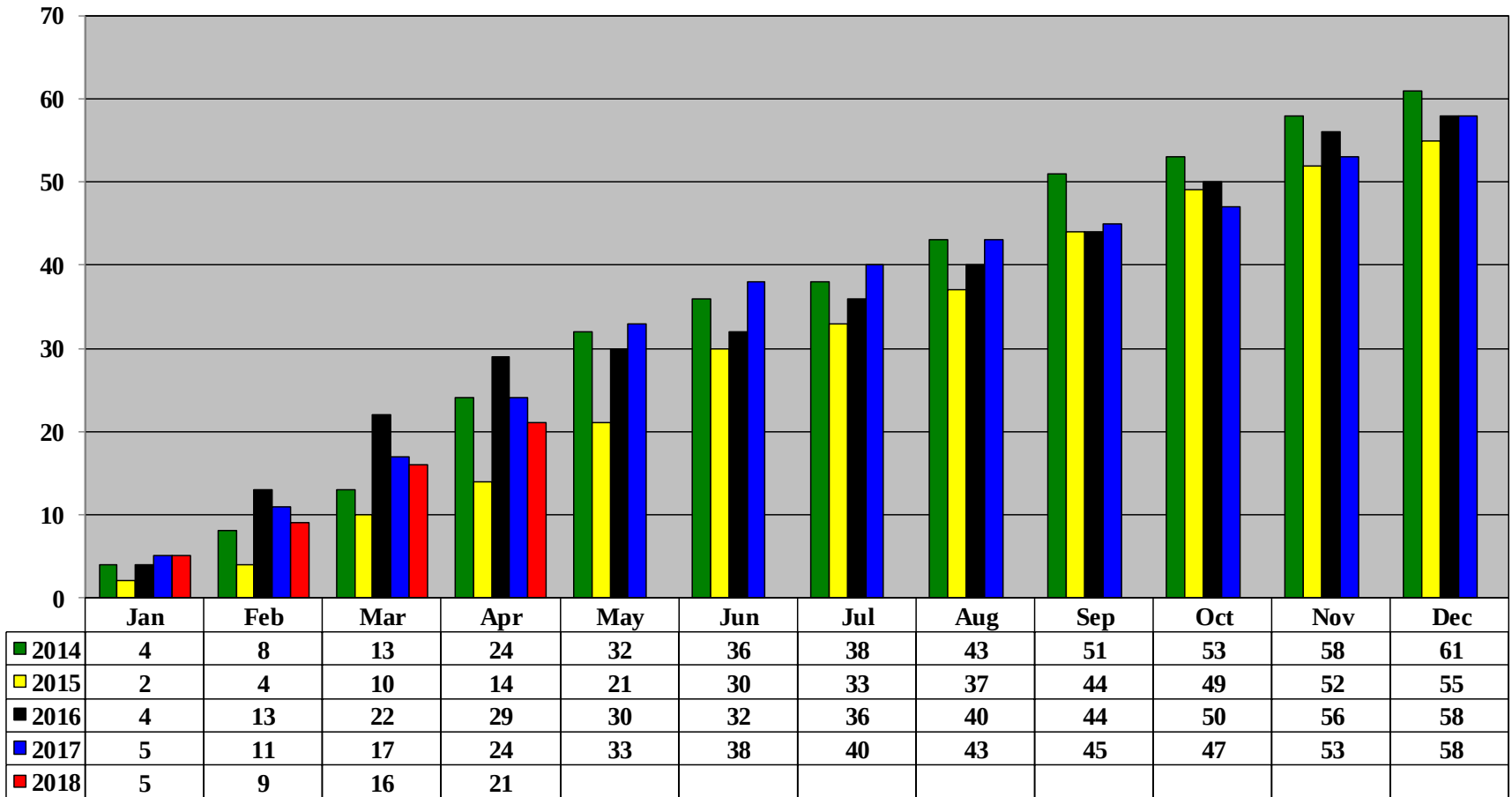
June \$

Sept \$

Dec \$

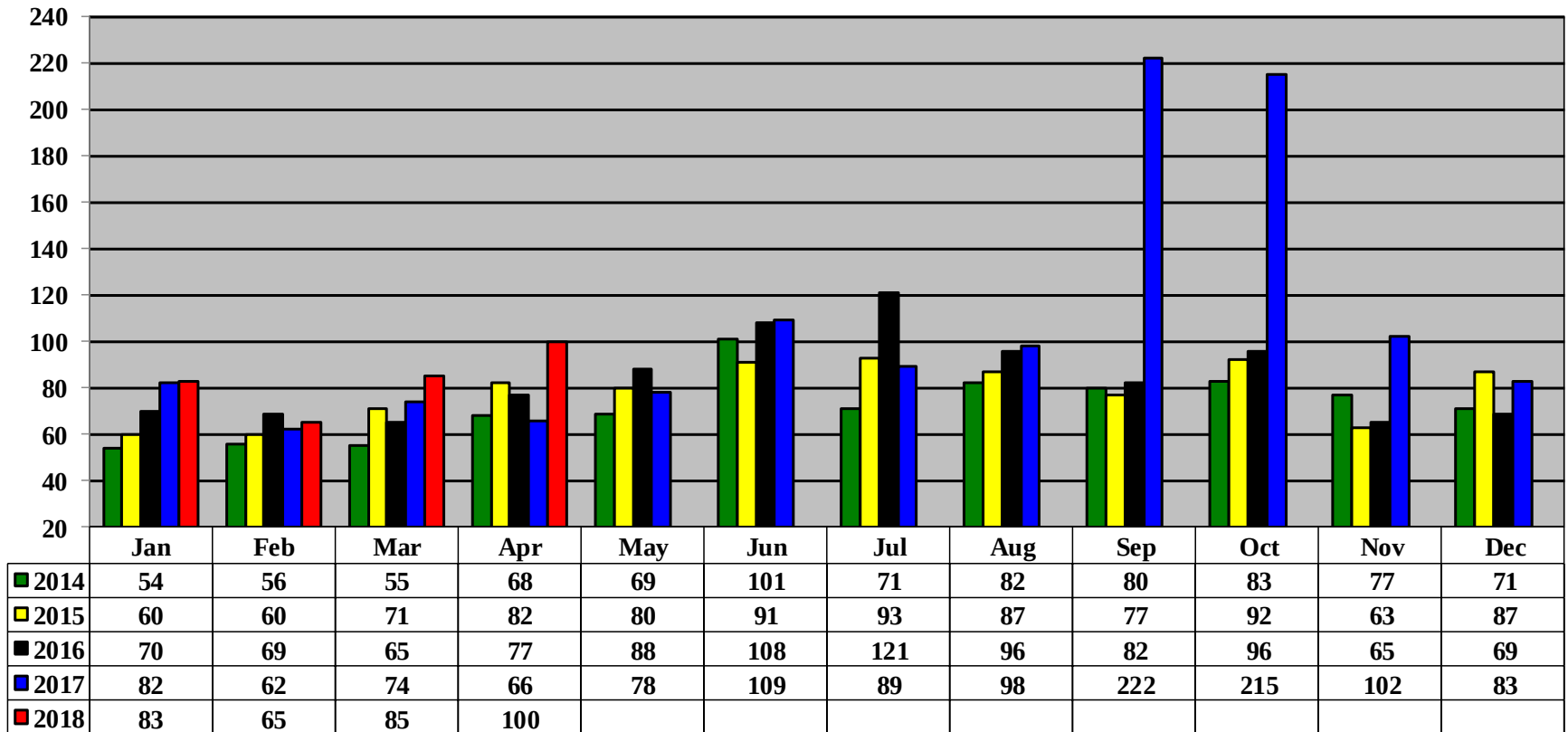


Commercial Additions and Alterations (Cumulative) 2014 - 2018





Single Trade Permits 2014 - 2018



Unfinished Business

New Business

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **Bracken Preserve Trail Development**

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director
Parks, Trails & Recreation Committee

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

In 2006 the City of Brevard adopted the *Bracken Mountain Master Plan*. Which was eventually approved by the North Carolina Clean Water Management Trust Fund (NCCWMTF). This lead to a grant in the amount of \$1,037,000 in exchange for a conservation easement to protect the property from development.

Discussion

In 2012 the City opened the first phase of trails within the Bracken Preserve. All of these trails were depicted generally on the map of trail priorities (Attachment A) in the 2006 plan. Both the existing trails (completed in 2012) and the additional trails proposed; Ridge Trail, Downhill Trail, and Climbing Trail area all depicted on Attachment B.

The Ridge Trail is shown as trail H in Attachment A. This trail will be built generally following the ridgeline to the north and west sides of the property.

The Downhill trail follows an existing road bed and will disturb very little ground outside of what was once a road.

The climbing trail near the parking lot will require additional right-of-way or property acquisition. This will ease the ascent immediately out of the parking lot. Currently this portion of trail is uncomfortably steep and very challenging.

It should be noted Staff has had multiple conversations with the Parks, Trails & Recreation Committee (PTRC) regarding this concept. Specifically a volunteer effort to ease the burden on the city's finances and garner more community support and ownership of the project. Under this approach professional trail builders will donate time to help design and construct portions of these new trails and volunteers will help with some of the less sophisticated work like clearing trail corridors of felled trees.

Additionally, there is potential for outside financial support from nonprofits and private citizens who support mountain biking and outdoor recreation.

Policy Analysis

The Bracken Preserve is specifically addressed in the City's 2015 Comprehensive Plan within the Livable Communities element:

Objective 4.3: *Creation of new opportunities for citizens and visitors to experience recreation and nature.*

POLICY 4.3.D: *Construct additional trails within Bracken Preserve in accordance with the Bracken Mountain Master Plan.*

Woods and water are an important component of the high quality of life our residents and visitor enjoy. Mountain biking, hiking, and outdoor amenities are a key component in this.

According to a study conducted by North Carolina State's *Non-Motorized Volume Data Program*, in 2016 the city's greenway saw an average of 132 pedestrians and 68 bicyclists per day. In 2017 that number increased to 168 pedestrians and 72 bicycles.

Recommendations

In March the PTRC voted unanimously to recommend City Council adopt a resolution supporting these new trails.

Fiscal Impact

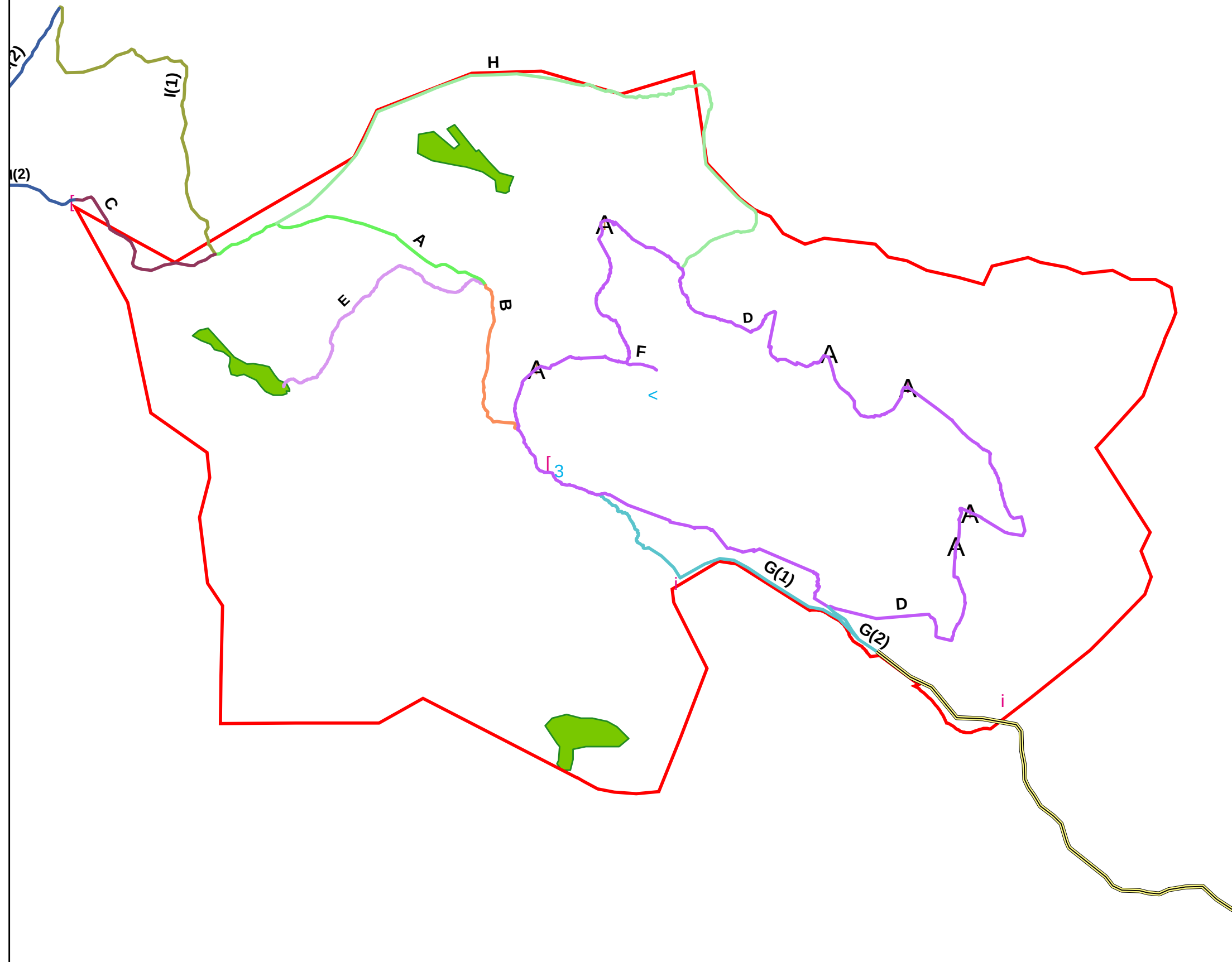
Depending on final layout and design, physical structures may be necessary in at least one location to avoid user conflicts. It is likely the design and materials will be an expense to the city but the actual construction can likely be completed by volunteers. The same is true for the trails. Some material, fuel, and support costs are likely. However, most of the design and construction can be done with the assistance of volunteers and funding partners.

Attachments

- A. 2006 Master Plan Trail Priorities
- B. 2018 Additional Trail Proposals
- C. Resolution of Support

Appendix 15

Bracken Mountain Master Plan Trail Use Detail & Construction Prioritization



Legend

- Property Access
- Bracken Mountain Property
- Critical Habitat Zone

Future Trails

Construction Priority, Use

- 1, Potential Property Access Road Connector
- 2, Hiking Trail
- 3, Hiking / Biking Trail
- 4, Hiking / Biking Trail
- 5, Hiking Trail
- 5, Potential Connector to Pisgah National Forest Hiking / Biking
- 5, Potential Connector to Pisgah National Forest Hiking Only
- 6, Hiking Trail
- 7, Hiking Trail

Type of crossing

- Boardwalk
- Bridge
- Reroute
- Possible Parking
- Picnic Site (rest area)
- Overlook
- Primitive Campsite

2

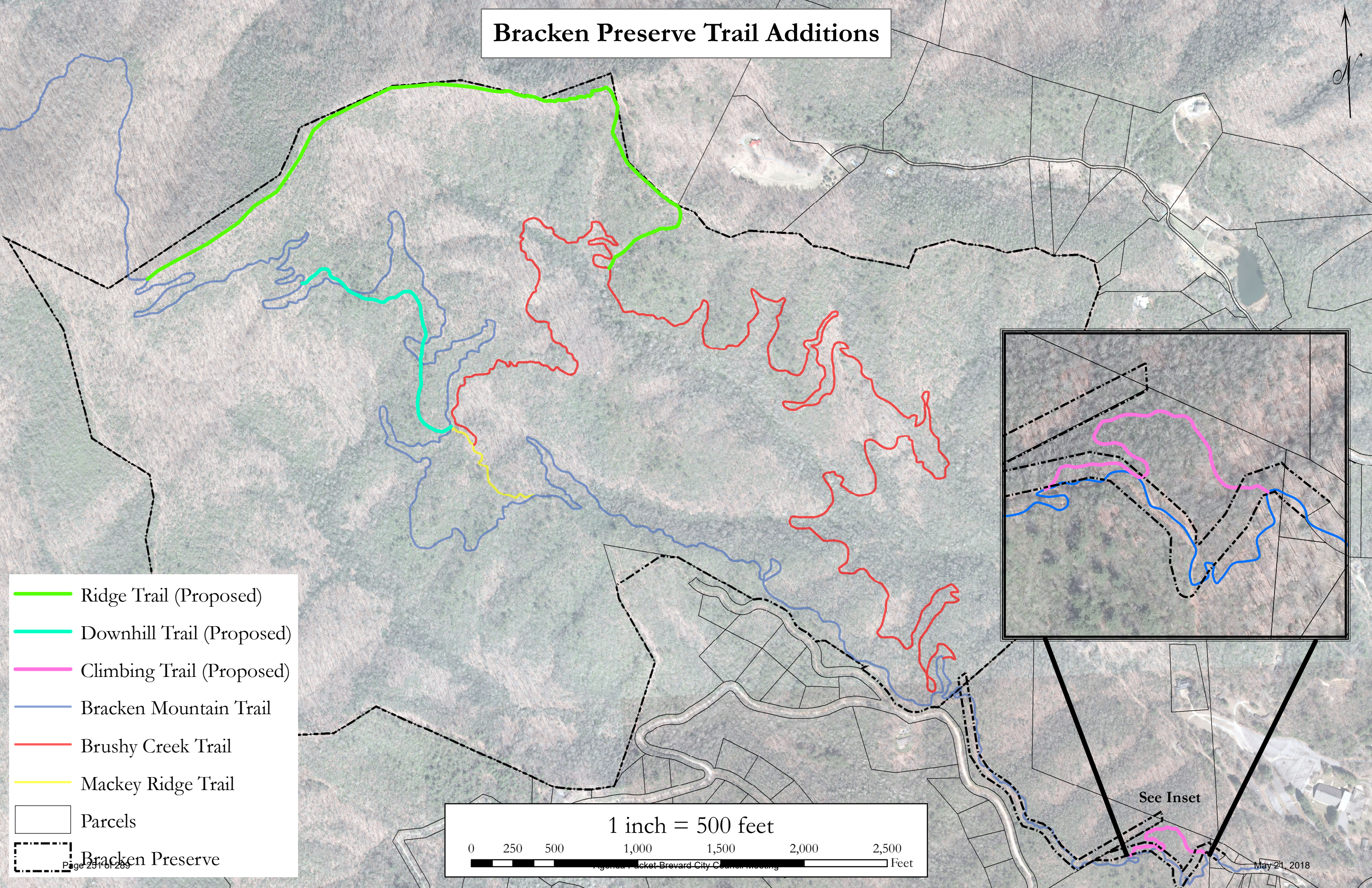
0 250 500 1,000 Feet

City of Brevard, NC

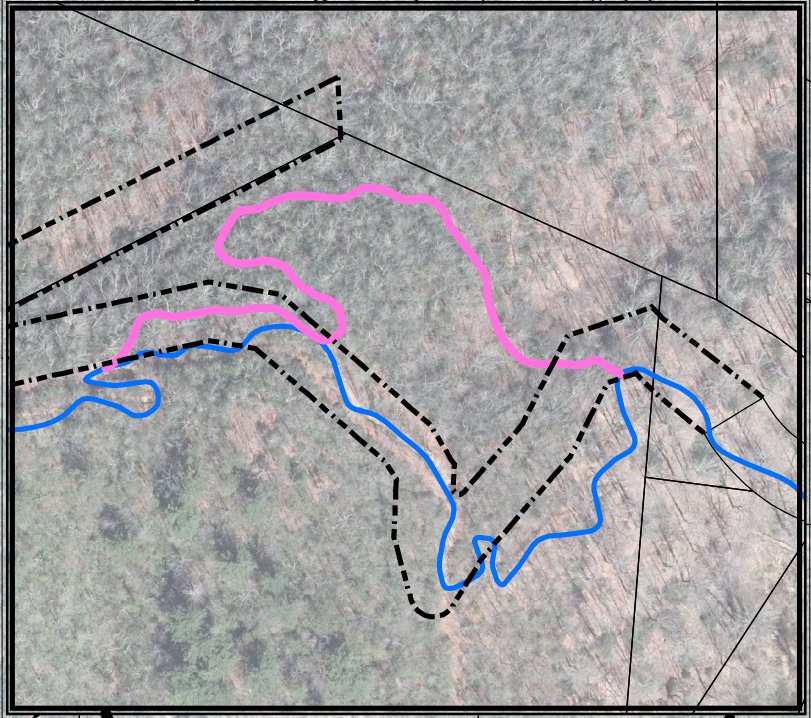
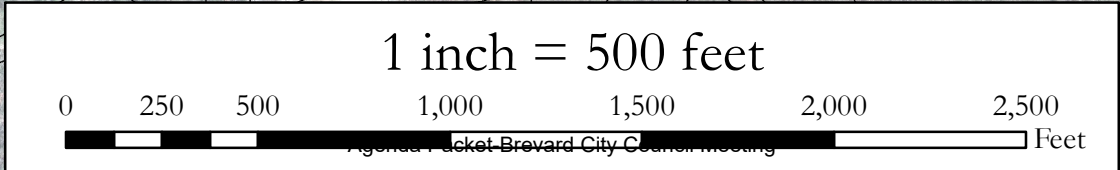


Planning Department

Bracken Preserve Trail Additions



- Ridge Trail (Proposed)
- Downhill Trail (Proposed)
- Climbing Trail (Proposed)
- Bracken Mountain Trail
- Brushy Creek Trail
- Mackey Ridge Trail
- Parcels
- Bracken Preserve



See Inset

May 21, 2018

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **Demolition Ordinance for Unsafe Nonresidential Structure – 46 W. Main Street; PIN 8586-51-0108**

City Council will consider an ordinance ordering the inspector to cause the demolition and removal of an unsafe structure.

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director

Prepared by: Paul Ray, CZO, Senior Code Enforcement Officer

Approved by: Jim Fatland, CFPO, City Manager

Background

On July 16, 2015, the Fire Marshal placarded the referenced building as “Unsafe to Enter” as a message to first responders and the general public. On February 18, 2016, the City Planning Department received a complaint from the Fire Marshal regarding the structure and he asked for some assistance in getting the hazard abated. Following repeated and unsuccessful attempts to work with the owner and correct the violation, Staff proposes that Council demolish this structure.

Discussion

The Senior Code Enforcement Officer, Paul Ray, currently holds a Standard Level I Building Certificate from the State of North Carolina, and is qualified to perform building inspections on residential and small commercial buildings up to 20,000 square feet in size. Upon examining the exterior of the building, he determined that it suffered significant structural damage, such as a partially collapsed roof and flooring system caused by years of neglect resulting in rot and decay from water infiltration.

A meeting was held at City Hall on March 22, 2016, with the property owners, George and Dodie Porter. Also in attendance was Paul Ray (Senior Code Enforcement Officer), Mike Owen (County Building Official) Daniel Cobb (Planning Director) Josh Freeman (Special Projects Director), Gerald Grose (Fire Marshal), Heath Seymour (Heart of Brevard Executive Director). The hazardous condition of the building was discussed and the complaint was conveyed to the property owners. The Porter’s plan for stabilizing and remodeling the building was discussed, and it was determined that a qualified design professional would be required for this project starting with demolition plans. Following the meeting, the Planning Department sent a letter to George and Dodie Porter, dated May 13, 2016, reiterating the immediate concern over public safety and welfare and requesting immediate progress toward remediation with the submittal of a site plan with emphasis on building stabilization, demolition or repair.

A Hearing was held on Monday, February 20, 2017, at 2:00 p.m., in the Brevard Planning Department. Present at the hearing was the Director of the Planning Department; Daniel Cobb,

Senior Code Enforcement Officer; Paul Ray, and the property owners, George and Dodie Porter. The dilapidated condition of the building was stipulated by both parties, and a demolition plan was discussed with regards to applying for permits and the timing of such demolition. Other details were discussed such as the complicated nature of demolishing a building physically connected to other buildings on each side, the possibility of a sidewalk closures, staging of materials and notification to adjoining property owners so as not to interfere with their business operations. The Porter's promised to handle all of those details and they hired Domokur Architects to help design the demolition plans.

An Order to Repair or Demolish was issued to the property owner on February 22, 2017 to 6th Lane Realty. Inc, in care of George and Doty Porter, to repair or demolish the building in 60 days, or by April 24, 2017. More specifically, the following four items were included in the Order:

1. That the building, located at 46 West Main Street, Brevard NC 28712, parcel identification number, 8586-51-0108-000, shall be repaired or demolished by the property owner within sixty (60) days, or by April 24, 2017.
2. That all required permits, from the City of Brevard Planning Department and the Transylvania County Inspections Department, be obtained by the property owner prior to starting work.
3. That all work pass final inspections.
4. That failure to repair or demolish the building at 46 West Main Street, Brevard NC 28712, parcel identification number, 8586-51-0108-000, by April 24, 2017, will result in the City of Brevard Planning Department bringing an Ordinance before the City Council for consideration, at a regularly scheduled meeting, to demolish the building and place a lien against the property

The Order concluded that based on the findings of facts the Code Enforcement Official determined that proper notification had been given to the property owner, pursuant to NCGS Sec. 160A-439(b); including notification of a hearing, held pursuant to NCGS Sec. 160A-439(c); and the owner had been notified of the possible lien implications pursuant to Section 18-166 (a) and (b) of the Code of Ordinances if the City incurs any cost by taking corrective action. Stipulated was the sever condition of the building and the cost of repairing it to a functional condition compared to its value. It was also understood that the condition of the building is a violation of the City's Nonresidential Building or Structure Code, and the North Carolina State Building Code.

It was determined in the Findings of Facts that the cost of repairing the building would exceed 50% of its value. The building was assessed for the 2018 tax year at \$38,050. Section 18-160(4) states that if the code enforcement officer determines that the cost of repair, alteration, or improvement of the building or structure would exceed 50 percent of its then current value,

then the code enforcement officer shall issue an order that the owner remove or demolish the nonresidential building or structure or repair, alter or improve the nonresidential building or structure to bring it into compliance with the minimum standards established by the code.

As of April 6, 2018, George Porter claims he is ready to demolish the building and has engineered demolition plans from a design professional.

Policy Analysis

A basic tenant of local government regulation and land use management is to protect the health, safety, and general welfare of a community. The reduction and removal of underutilized, dilapidated, and dangerous buildings has visible and tangible connections with the City's commitment to maintaining and improving upon the high quality of life the City's residents enjoy. The latest update to the City's Comprehensive Plan captures this connection through several policies within the "Livable Communities" element:

- **POLICY 4.1.A:** *Evaluate and amend development ordinances to facilitate infill development on vacant and under-developed parcels, as well as revitalization of developed parcels.*
- **POLICY 4.1.C:** *Create a comprehensive inventory of dilapidated, distressed, underutilized, or abandoned structures, and vacant parcels for targeted infill and adaptive reuse.*
- **POLICY 4.2.F:** *Combat deteriorating property conditions through proactive code enforcement efforts.*

Recommendations

Staff recommends City Council approve ordinance No. 2018-XX ordering the Senior Code Enforcement Officer to cause the demolition of the unsafe nonresidential building at 46 W. Main Street, by using the engineered demolition plans and hiring a demolition contractor to perform the work.

Fiscal Impact

To be determined. The demolition of this structure requires the work of a professional with experience working in busy urban environments on older structures.

Attachments

- A. Hearing Notice
- B. Order to Repair or Demolish
- C. Letter from City Attorney
- D. Ordinance Authorizing Demolition



The City of Brevard North Carolina

HEARING NOTICE

January 25, 2017

SUBJECT: Dilapidated Building

LOCATION: 46 West Main Street, Brevard NC 28712

PARCEL #: 8586-51-0108-000

OWNER: 6th Lane Realty, INC., 1106 Rosman Highway, Brevard NC 28712

HEARING DATE & TIME: Monday, February 20, 2017, 2:00 p.m.

LOCATION: City Hall, Planning Department - 95 W. Main Street, Brevard NC 28712

COMPLAINT

The Code Enforcement Officer for the City of Brevard has declared the aforementioned building unsafe and in violation of the Maintenance Standards outlined in Article VI – Nonresidential Building or Structure Code, Section 18-157 of the City of Brevard's Code of Ordinances.

BASIS FOR CHARGES:

A preliminary investigation began on February 18, 2016, when the Fire Marshal, Gerald Grose, reported the building vacant and dilapidated with structural damage to the roof, floor and walls rendering it unsafe to enter. The Fire Marshal placarded the building as unsafe with a warning not to enter, and he observed the conditions cited in the Inspection Report.

INSPECTION REPORT:

Sec. 18-157. – Maintenance standards for nonresidential buildings and structures.

(1) Interior walls, vertical studs, partitions, supporting members, sills, joists, rafters, or other basic structural members that list, lean, or buckle to such an extent as to render the building unsafe, that are rotted, deteriorated or damaged, and that have holes or cracks which might admit rodents.

(2) Exterior walls that are not structurally sound or free from defects and damages or capable of bearing imposed loads safely.

(3) Floors or roofs which have improperly distributed loads, which are overloaded, or which have insufficient strength to be reasonably safe for the purpose used. Floors or roofs shall have adequate supporting members and strength to be reasonably safe for the purpose used. Roofs shall be kept structurally sound and shall be maintained in such a manner so as to prevent rain or other objects from penetrating into the interior of the building.

(4) Damage by fire, wind, or other causes rendering the building unsafe.

(5) Dilapidation, decay, unsanitary conditions, or disrepair, dangerous to the health and safety of the occupants or members of the general public.

(9) Buildings and structures that have cracked or broken glass, loose shingles, loose wood, crumbling stone or brick, loose or broken plastic, other dangerous objects or similar hazardous conditions. Exterior surfaces shall be maintained in such material or treated in such a manner as to prevent deterioration and shall be repaired or replaced with like or similar material according to its original use.

(12) Exterior porches, landings, balconies, stairs, or fire escapes which are not structurally sound. All exterior porches, landings, balconies, stairs, and fire escapes shall be provided with banisters or railings properly designed and maintained to minimize the hazard of falling, and the same shall be kept sound, in good repair, and free of defects.

(16) All exterior surfaces that may cause unsafe conditions due to a lack of maintenance. Exterior surfaces shall be painted or sealed to protect the underlying surface from deterioration. All exterior surfaces that have been painted shall be maintained generally free of peeling and flaking. Where 50 percent or more of the aggregate of any painted surface shall have peeling or flaking or previous paint worn away, the entire surface shall be repainted in order to prevent further deterioration.

(18) All openings originally designed as windows, doors, loading docks, or other means of egress or ingress which have been temporarily closed by boarding or other manner in a non-secure manner so as to allow unauthorized admittance. If an opening is temporarily closed by boarding to secure the building or structure, the boarding shall be trim fit, sealed to prevent water intrusion, and painted or stained to properly conform with the other exterior portions of the building and shall be maintained in a state that secures the building or structure from any unauthorized admittance from humans, animals, or birds.

HEARING:

A hearing will be held before the Code Enforcement Officer and the Planning Director at the place and time set forth in this notice, which is not less than ten (10) not more than thirty (30) days after the serving of said complaint. The owner, or any party with interest, shall have the right to

file an answer to this complaint and to appear in person and provide testimony. Any person desiring to do so may attend such hearing and give evidence relevant to the matter being heard. The rules of evidence prevailing in courts of law or equity shall not be controlling in this hearing before the Code Enforcement Officer.

PROCEDURE AFTER HEARING:

After the hearing, the Code Enforcement Officer will state, in writing, his determination as to the fitness and condition of the building relative to making one of the following determinations:

(1) If the Code Enforcement Officer determines that the nonresidential building or structure has been maintained, in that the property meets the minimum standards of the code, the Code Enforcement Officer shall state that determination in writing and shall issue and cause to be served upon the owner thereof a copy of said determination.

(2) If the Code Enforcement Officer determines that the nonresidential building or structure has not been properly maintained, so that the safety or health of its occupants or members of the general public is jeopardized, the Code Enforcement Officer shall state in writing findings of fact in support of that determination and shall issue and cause to be served upon the owner thereof an Order to repair, alter, and improve the building to bring into compliance with the Ordinance, or to vacate and close the building or demolish the building within a specified amount of time.

FAILURE TO COMPLY WITH ORDER

If the owner fails to comply with the Order to either repair, alter or improve the building or to vacate and close or demolish the building, the Code Enforcement Officer shall submit to the City Council an Ordinance ordering the Code Enforcement Officer to cause such nonresidential building or structure to be repaired, altered, improved or demolished. The Ordinance submitted to the City Council for consideration will reflect the scope of work necessary to abate the hazard in the safest most economical manner. Typically, if an estimate for repairs, alterations or improvements exceed 50% of the building's value, an Ordinance for demolition will be recommended.

Please call me at, (828) 885-5626, if you have any questions. The Planning Department is committed to helping you successfully navigate through this process and make the best use of your property. Please do not hesitate to ask for assistance.

Sincerely,



Paul C. Ray
Senior Code Enforcement Officer
Brevard Planning Department
(828) 885-5626
paul.ray@cityofbrevard.com



The City of Brevard North Carolina

February 23, 2017

George and Dodie Porter
6th Lane Realty, Inc.
1106 Rosman Highway
Brevard, NC 28712

Dear Mr. and Mrs. Porter:

Please find the enclosed "Order to Repair or Demolish," which is the product of the Hearing we conducted earlier this week. I wanted to assure you that the aforementioned document is required by law and not the result of distrust or the desire to carry out an inherently adversarial process. The building is dilapidated and the city would be remiss in its duties if we did not acknowledge that fact and formally ensure its certainty for correction.

The Planning Department looks forward to working with you to achieve your development goals and will assist you in any way possible. Please call me anytime with questions you may have about the demolition process or the redevelopment of your property.

Thank you in advance for your cooperation.

Sincerely,

Paul C. Ray
Senior Code Enforcement Officer
Brevard Planning Department
95 W. Main Street
Brevard, NC 28712
(828) 885-5630



The City of *Brevard* North Carolina

ORDER TO REPAIR OR DEMOLISH

In the matter of:

6th LANE REALTY, INC.	) REPAIR
1106 ROSMAN HIGHWAY	) ORDER
BREVARD, NC 28712	)

ORDER

PREMISES: 46 WEST MAIN STREET, BREVARD NC 28712; PIN 8586-51-0108-000

OWNER: 6th LANE REALTY, INC.

OWNER'S MAILING ADDRESS: 1106 ROSMAN HIGHWAY, BREVARD NC 28712

PROCEDURAL HISTORY

The City of Brevard's Planning Department has complied with all Sections of the State Code, pursuant to 160A-439, and Chapter 18, Article VI of the City of Brevard's Code of Ordinance.

An investigation of the above referenced premises commenced on February 18, 2016, when the Fire Marshal, Gerald Grose, reported the building vacant and dilapidated with structural damage to the roof, floor and walls rendering it unsafe to enter. The Fire Marshal placard the building as unsafe with a warning not to enter.

The Senior Code Enforcement Officer, Paul Ray, currently holds a Standard Level I Building Certificate from the State of North Carolina, and is qualified to perform building inspections on residential and small commercial buildings up to 20,000 square feet in size. Upon examining the exterior of the building, he determined that it suffered significant structural damage due to years of rot and decay resulting in water infiltration and continued decline.

A meeting was held at City Hall on March 22, 2016, with the property owners, George and Dodie Porter; also in attendance was Paul Ray (Senior Code Enforcement Officer), Mike Owen (County Building Official) Daniel Cobb (Planning Director) Josh Freeman (Special Projects Director), Gerald Grose (Fire Marshal), Heath Seymour (Heart of Brevard Executive Director). The hazardous condition of the building was discussed and the complaint was

verbally conveyed to the Porters. The Porter's plan for stabilizing the building and remodeling was also discussed, but not in great detail without construction drawings from a qualified design professional.

The City of Brevard Planning Department sent a letter to George and Dodie Porter, dated May 13, 2016, reiterating the immediate concern over public safety and welfare and requesting further progress toward redevelopment by the submittal of a site plan. The emphasis was placed on building stabilization and establishing a timeline for the stages of repair. No response was received.

A Hearing was scheduled for Monday, February 20, 2017, at 2:00 p.m. in the Planning Department, located at 95 W. Main Street, Brevard, NC 28712. A Hearing Notice was sent on January 25, 2017, by First Class Mail and by Certified US Mail, Return Receipt Requested; USPS tracking number, 7015 0920 0002 1415 9132, which was addressed to the property owner, 6th Lane Realty, Inc., to the mailing address listed on the tax roll.

HEARING SUMMARY

A hearing was conducted on Monday, February 20, 2017, at 2:00 p.m., in the Brevard Planning Department. Present at the hearing was the Director of the Planning Department; Daniel Cobb, Senior Code Enforcement Officer; Paul Ray, and the property owners, George and Dodie Porter.

The dilapidated condition of the building was stipulated by both parties, and a demolition plan was discussed with regards to applying for permits, the timing of demolition, possible sidewalk closures and the submittal of demolition plans by a qualified architect or engineer due to the connection and/or proximity of other viable structures downtown. The Porter's testified to hiring Domokur Architects to design their demolition plans and Melanie Spreen, an employee of that firm, later confirmed that she would provide those plans. Additionally, the Porter's confirmed their demolition contractor was available to begin deconstructing the building within 30 days.

FINDINGS OF FACT

- 1) 6th Lane Realty, Inc., is the owner of property, 46 West Main Street, Brevard, NC – PIN 8586-51-0108-000, listed with the Transylvania County Tax Office.
- 2) An Inspection of the subject building was undertaken pursuant to NCGS Sec. 160A-439(b).
- 3) The building has significant structural damage to the roof, walls and flooring system and the cost of repairing the building to a habitable condition would exceed 50% of its current tax value of \$38,050.
- 4) The building is dilapidated and vacant and therefore a public nuisance as defined by Article VI; Nonresidential Building or Structure Code.

CONCLUSIONS

Based on the above FINDINGS OF FACT, the undersigned Code Enforcement Official concludes that the owner has been duly notified of the building's dilapidated condition. The building is in violation of the City of Brevard's Nonresidential Building or Structure Code, and the North Carolina State Building Code. The owner has been given notice of the inspection, pursuant to NCGS Sec. 160A-439(b); has been given notice of a hearing, held pursuant to NCGS Sec. 160A-439(c); and has been notified of the possible lien implications if the City incurs any cost by taking corrective action.

The undersigned code enforcement official concludes that repairing the building to a habitable condition would not be fiscally prudent for the City, and that demolition shall be Staff's recommendation to the City Council.

DISPOSITION

IT IS HEREBY ORDERED AS FOLLOWS:

- 1) That the building, located at 46 West Main Street, Brevard NC 28712, parcel identification number, 8586-51-0108-000, shall be repaired or demolished by the property owner within sixty (60) days, or by **April 24, 2017**.
- 2) That all required permits, from the City of Brevard Planning Department and the Transylvania County Inspections Department, be obtained by the property owner prior to starting work.
- 3) That all work pass final inspections.
- 4) That failure to repair or demolish the building at 46 West Main Street, Brevard NC 28712, parcel identification number, 8586-51-0108-000, by **April 24, 2017**, will result in the City of Brevard Planning Department bringing an Ordinance before the City Council for consideration, at a regularly scheduled meeting, to demolish the building and place a lien against the property

This ORDER has been issued in accordance with the North Carolina General Statutes and the City of Brevard's Code of Ordinance.


Paul C. Ray 02/22/2017
Senior Code Enforcement Officer
Brevard Planning Department
(828) 885-5626
paul.ray@cityofbrevard.com

RAMSEY & PRATT, P.A.

ATTORNEYS AT LAW

GAYLE E. RAMSEY
MICHAEL K. PRATT

35 NORTH GASTON STREET
BREVARD, NORTH CAROLINA 28712

RALPH H. RAMSEY, JR.
(1900-1984)
JOHN K. SMART, JR.
(1935-1995)
CECIL J. HILL
(1919-2002)

HANNAH L. CAMENZIND

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January 31, 2018

Mr. and Mrs. George Porter
6th Lane Realty, Inc.
1106 Rosman Highway
Brevard, NC 28712

Re: Demolition of building located at 46 West Main Street

Dear Mr. and Mrs. Porter:

The above referenced matter has been handed over to me for action in my capacity as City Attorney for the City of Brevard. After reviewing the file, it is apparent that the building must be demolished. For that reason, I am hereby confirming to you that:

- As you know, an Order was entered following a hearing on February 20, 2017, giving you until April 24, 2017, to repair or demolish the above referenced building.
- You have not repaired or demolished the building.

I am also notifying you of the following:

- I will present an Ordinance to City Council on February 19 directing the Code Enforcement Officer to take appropriate action to demolish the building and directing the City Clerk to file a Lien against the property and all other property owned by the same owner, for the cost of demolition plus related costs incurred by the City.

Mr. and Mrs. George Porter
6th Lane Realty, Inc.
January 31, 2018

- If the costs stated in the Lien are not paid to the City within thirty (30) days of the filing of the Lien, the property may be sold to satisfy the Lien.

Please govern yourselves accordingly.

Sincerely yours,

A handwritten signature in black ink, appearing to read "M. Pratt", with a stylized, cursive script.

Michael K. Pratt
City Attorney

MKP/mp
cc: Mr. Paul C. Ray
Mr. Jim Fatland
Hon. Jimmy Harris

ORDINANCE NO. 2018-___

**AN ORDINANCE ORDERING THE DEMOLITION OF
AN UNSAFE NON-RESIDENTIAL BUILDING
AT 46 WEST MAIN STREET**

WHEREAS, the Senior Code Enforcement Officer has investigated hazard pursuant to NCGS 160A-439(a) & (b) and determined that the non-residential building located at 46 West Main Street, Brevard, NC 28712 has not been properly maintained to protect the safety of the general public, has suffered significant structural damage due to rot and decay resulting in prolonged water infiltration and partially collapsed roof and flooring system,

WHEREAS, the structure is both dangerous and constitutes a public nuisance as defined by City Ordinance, Chapter 18, Article VI of the City of Brevard's Code of Ordinance; and,

WHEREAS, the owner has been served notice of the complaint and hearing pursuant to NCGS Sec. 160A-439(h) and was heard pursuant to NCGS 160A-439(c); and,

WHEREAS, the owner was ordered to repair or demolish the building pursuant to NCGS 160A-439(d) and has failed to take action; and,

WHEREAS, it is the desire of this Council, in accordance with NCGS 160A-439(f)(2), to cause the building to be demolished and removed.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

SECTION 1: That the Senior Code Enforcement Officer is hereby ordered to proceed with, arrange for, and initiate all reasonable measures, to solicit bids for demolition and removal of the unsafe structure located at 46 West Main Street, Brevard, NC 28712 based on the finding of this Council that it is necessary for the City of Brevard to cause such demolition to protect the health, safety and general welfare of the citizens.

SECTION 2: That the City Manager is hereby authorized to enter an agreement with or contract for the service of a demolition contractor, as necessary to secure the services of such a demolition contractor recommended by the Senior Code Enforcement Officer, to provide for and proceed with the razing and removal of the unsafe structure located at 46 West Main Street, Brevard, NC 28712.

SECTION 03. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 21st day of May, 2018

Jimmy Harris
Mayor

ATTEST:

Jill Murray,
City Clerk

APPROVED AS TO FORM:

Michael K. Pratt
City Attorney

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **Bicycle-Friendly Master Plan**

City Council will hear an update on the ongoing bicycle-friendly efforts, specifically the creation of the Bicycle-Friendly Community Implementation Plan.

Speaker: Aaron Bland, AICP, Planner and Assistant Zoning Administrator

From: Daniel Cobb, AICP, Planning Director

Prepared by: Aaron Bland, AICP, Planner and Assistant Zoning Administrator

Approved by: Jim Fatland, CPFO, City Manager

Background

During City Council's retreat in January of 2016 Council directed Staff to explore the possibility of securing a Bicycle Friendly Community designation from the League of American Bicyclists (the League).

Throughout the calendar year 2016 Staff worked with the Planning Board, City Council, and the Parks, Trails and Recreation Committee to complete a number of activities to aid in the City's application, which was submitted in February of 2017. In May of 2017 the City received notification that the League had awarded the City an Honorable Mention designation.

Since then, Staff and the Parks and Trails Committee have explored action items that the City can undertake before reapplying for certification. These discussions have led to the creation of a Bicycle-Friendly Community Implementation Plan.

Discussion

The Bicycle-Friendly Community Implementation Plan is intended to be to be an actionable plan for the City of Brevard's goal of achieving the highest practical level of certification under the Bicycle Friendly America program.

The actions and implementation steps outlined in the plan are to help guide Staff and the Parks and Trails Committee (which acts as the City's Bicycle Advisory Committee) prioritize Staff time and tax-payer money to most efficiently achieve, and maintain, certification.

The plan recognizes that the City is continually striving to improve and that once certification is achieved the job is not done. The plan is intended to be updated after each application to reprioritize efforts based on feedback from the League and what works in Brevard, so the City can work towards reaching higher certification levels.

Policy Analysis

The 2015 Comprehensive Plan specifically states becoming a certified bicycle-friendly community in *Part 3: Environmental Health*:

POLICY 3.2.E: Become a certified Bicycle Friendly Community by the League of American

Additionally, the city recently update its prioritization maps for pedestrian infrastructure projects. Many of these, following their implementation, will aid in furthering the goals of the city overall as well as those of League.

Recommendation

Staff continues to work with the Parks and Trails committee and other departments to finalize this plan. A complete version will be available for review and adoption at City Council's regular June meeting.

While not required by law, it has been the practice of the City to hold a public hearing prior to the adoption of a new plan or policy. Staff recommends and respectfully requests a public hearing be scheduled for June 18, 2018. Following this hearing staff recommends that Council adopt the Bicycle-Friendly Community Implementation Plan as official policy of the City.

Fiscal Impact

Many of the action items outlined in the plan will have implementation, and possibly maintenance, costs associated with them. Previously, Staff outlined a budget of \$5,000 that would provide enough funding for many of the items needed to achieve the Bronze level of certification. Staff again requests that this money be included in the FY18-19 budget.

STAFF REPORT

City Council, Monday, May 21, 2018

Title: **NCDOT SPOT 5.0 Planning Priorities**

Council will hear recommendations from the Transylvania County Transportation Advisory Committee on the SPOT 5.0 Regional Tier project rankings.

Speaker: Daniel Cobb, AICP, Planning Director

From: Daniel Cobb, AICP, Planning Director

Prepared by: Daniel Cobb, AICP, Planning Director

Approved by: Jim Fatland, CFPO, City Manager

Background

NCDOT uses a transparent, systematic, and data-driven process for prioritizing the major transportation in the state and making investment decisions. Projects are evaluated based on their merit through an analysis of the existing and future conditions, the benefits the project is expected to provide, the project's multi-modal characteristics and how the project fits in with local priorities. Each of the Department's six modes of transportation (highway, ferry, rail, public transportation, bicycle & pedestrian, and aviation) uses a data-driven approach for ranking projects. The outcome of the Strategic Prioritization Process serves as input to the Draft State Transportation Improvement Program (STIP).

Discussion

Every two years the Land-of-Sky RPO submits projects on behalf of the City into NCDOT's statewide prioritization program. This program is managed through the State's Strategic Planning Office of Transportation (SPOT). As stated above, the outcome of this process are priorities that make their way into the STIP.

There are three tiers of funding; statewide, regional, and division. NCDOT dictates what is funded at the statewide level, local input is not considered in that tier. Both the regional and division level projects receive scores from the SPOT office as well as locally (through the RPO). The Transylvania County Transportation Advisory Committee (TAC) met on August 1, 2017 and recommended the following 10 projects for funding. These projects are ranked from highest priority (1) to lowest (10).

1. NC 280 – Convert 4-lane to divided highway with 17.5' median.
2. US 64 – Widen existing highway to 4-lane divided from Clement Road to NC 215
3. SR 1546 (Neely Road) – Upgrade roadway to 20' in width, add sidewalks
4. US 64 / Country Club intersection – Intersection improvements
5. SR 1512 (Ecusta Road) – Upgrade roadway with complete street standards
6. US 178 – Widen and realign, include climbing lanes
7. SR 1504 (Old 64) – Upgrade roadway with complete street standards
8. West Loop – Construct two-lane in new location

9. SR 1116 (North Country Club Road) – Upgrade roadway to 26' with curb and gutter
10. SR 1533 (Everett Farm Road) – Upgrade roadway to 22' with paved shoulders

These projects were submitted to the State in September 2017. They have since been scored by SPOT based on the quantitative data (safety, congestion, etc.), those scores were provided in April 2018. The results of these scores is shown on the attached spreadsheet (bottom six rows of Attachment A). Of the 10 priorities listed above, six were selected and are listed below in order of priority (1) being the highest and (6) the lowest. It should be noted these are part of the *regional* tier of funding. During fall 2018 the TAC will rank the remaining projects in the *division* tier (i.e. West Loop or Neely Road).

1. NC 280 – Convert 4-lane to divided highway with 17.5' median
2. US 64 / Country Club intersection – Intersection improvements
3. US 178 – Widen and realign, include climbing lanes
4. US 64 – Widen existing highway to 4-lane divided from Clement Road to NC 215
5. US 64 – Widen existing highway from Indian Creek Road to Flat Creek Valley Road
6. NC 215 – Construct two lanes on new route from US 64 and Cherryfield road to Macedonia Church Road

Policy Analysis

All of these projects stem from the 2007 Transylvania County Comprehensive Transportation Plan (revised 2011) and are exclusively road projects. There are other planning processes at the state and local level to address pedestrian projects like bike lanes, multiuse paths, and sidewalks.

As part of the local prioritization process for the regional projects listed above, the RPO compiled a survey to gather feedback. The survey was distributed electronically throughout the five-county region of the RPO which includes Madison, Haywood, Buncombe, Henderson, and Transylvania County's. There were 2,490 responses collected, of which 910 came from Transylvania County. This equates to approximately 37% of the responses. A copy of these results is included as Attachment B.

Recommendations

The TAC met on May 8, 2018 and recommended approval of the six projects listed above in that order.

Staff recommends City Council adopt Resolution 2018-____ supporting these rankings.

The RPO will submit final scores back to SPOT in June. Updated scores will be available for review and prioritization this fall.

Fiscal Impact

None at this time. As these projects progress there will be opportunities for local design input. If the City desires betterments above and beyond the normal design standards there may be a cost associated with those.

The City at a later date will consider municipal agreements with a cost-share arrangement. Eighty percent of this cost will come from NCDOT, 20% will come from the City. These funds are typically used for infrastructure such as sidewalks.

Attachments

- A. SPOT Regional Scores
- B. RPO Survey
- C. Resolution of Support

SPOT ID	Funding Tier	MODE	ROUTE PROJECT NAME	FROM	TO	PROJECT DESCRIPTION	FUNDING REGION	DIVISION (S)	MPO/RPO(S)	COUNTY(s)	TOTAL PROJECT COST	COST TO NCDOT	TOTAL QUANTITATIVE (SPOT) SCORE Regional Impact	SPOT Safety Score	LOSRPO Safety Points Applied Regional Impact	LOSRPO Local Priority Regional Impact	LOSRPO Local Priority Points Applied Regional Impact	LOSRPO Multi Modal Regional Impact	TOTAL LOSRPO SCORE Regional Impact	PRELIMINARY LOCAL INPUT POINT ASSIGNMENT Regional Impact	DEVIATION NOTES	FINAL LOCAL INPUT POINT ASSIGNMENT Regional Impact
H090857-A	Regional Impact	HWY	NC 209	SR 1501 (Silvers Cove Road)	SR 1334 (Max Patch Road)	Modernize Roadway, update to NCDOT standards	G	14	Land-of-Sky RPO	Haywood	454,000,000	454,000,000	14.40	55.12	7.5	4	11	5	37.90			
H141279	Regional Impact	HWY	US 276 (Jonathan Creek)	US 19	I-40	Upgrade roadway to current NCDOT standards. Construct or upgrade turn lanes at various crossovers. Install paved shoulders on the median side with rumble strips and install wide outside shoulders.	G	14	Land-of-Sky RPO, French Broad River MPO	Haywood	45,400,000	45,400,000	31.60	61.90	10.0	1	15	5	61.60			
H171587	Regional Impact	HWY	US 25, US 70	Approximately 1760' North of SR 1584 (Tillery Branch Road)	SR 1727 (Monticello Road)	Convert existing four-lane divided roadway to superstreet	G	13	French Broad River MPO, Land-of-Sky RPO	Buncombe, Madison	35,000,000	35,000,000	30.79	60.34	10.0	2	15	0	55.79			
H090092-A	Regional Impact	HWY	NC 208	US 25-70	NC 212	Upgrade Two Lane Roadway to NCDOT standards.	G	13	Land-of-Sky RPO	Madison	46,000,000	46,000,000	11.92	36.21	5.0	4	11	5	32.92			
H090092-B	Regional Impact	HWY	NC 208	NC 212	Tennessee State Line	Upgrade Two Lane Roadway to NCDOT standards.	G	13	Land-of-Sky RPO	Madison	76,000,000	76,000,000	13.52	52.05	7.5	3	11	5	37.02			
H111159-B	Regional Impact	HWY	US 70, US 25	Ingles gas station driveway approximately 325 feet SE of SR 1392 (Skyway Drive)	US 25/70 Business (North Main Street)	Modernize Roadway, to include curb and gutter, bike and ped accommodations	G	13	Land-of-Sky RPO	Madison	13,800,000	13,800,000	27.11	43.65	5.0	1	15	5	52.11			
H090162	Regional Impact	HWY	NC 215 (Balsam Grove Sunburst)	US 64 at Cherryfield	SR 1326 (Macedonia Church Road) South of Balsam Grove	Construct Two Lanes on New Location	G	14	Land-of-Sky RPO	Transylvania	87,979,400	87,979,400	12.00	40.76	5.0	6	7	5	29.00			
H090858	Regional Impact	HWY	US 178	SR 1156 (Main Street) in Rosman	SR 1133 (Middlefork Road)	Modernize roadway, Widen, Realign, and add Climbing Lanes	G	14	Land-of-Sky RPO	Transylvania	14,083,000	14,083,000	25.11	64.12	10.0	3	11	5	51.11			
H129079-D	Regional Impact	HWY	US 64	Indian Creek (East end of R-2409C)	East of the east intersection with Flat Creek Valley Road (SR 1147)	Widen, Realign, and Climbing Lanes	G	14	Land-of-Sky RPO	Transylvania	21,000,000	2,100,000	23.12	65.06	10.0	4	11	5	49.12			
H170251	Regional Impact	HWY	NC 280 (Asheville Highway)	Northern termini of R-5799	North Transylvania Fire Department	Convert existing 4 lane undivided roadway to 4 lane divided with a 17.5' median	G	14	Land-of-Sky RPO	Transylvania	30,800,000	30,800,000	28.62	46.52	7.5	1	15	5	56.12			
H170394	Regional Impact	HWY	US 64 (South Broad Street)	US 64 Business (South Caldwell Street), SR 1116 (North Country Club Road)		Improve Intersect alignment	G	14	Land-of-Sky RPO	Transylvania	5,000,000	5,000,000	37.18	40.85	5.0	2	15	5	62.18			
H170396	Regional Impact	HWY	US 64 (Rosman Highway)	SR 1337 (Clement Road)	Park n Ride Lot approx. 800 feet past US 178	Widen existing roadway to 4 lane divided. Consider addition of shared use path within right of way	G	14	Land-of-Sky RPO	Transylvania	36,000,000	36,000,000	20.01	18.90	2.5	5	7	5	34.51			

Survey Data on P 5.0 Projects in Transylvania County

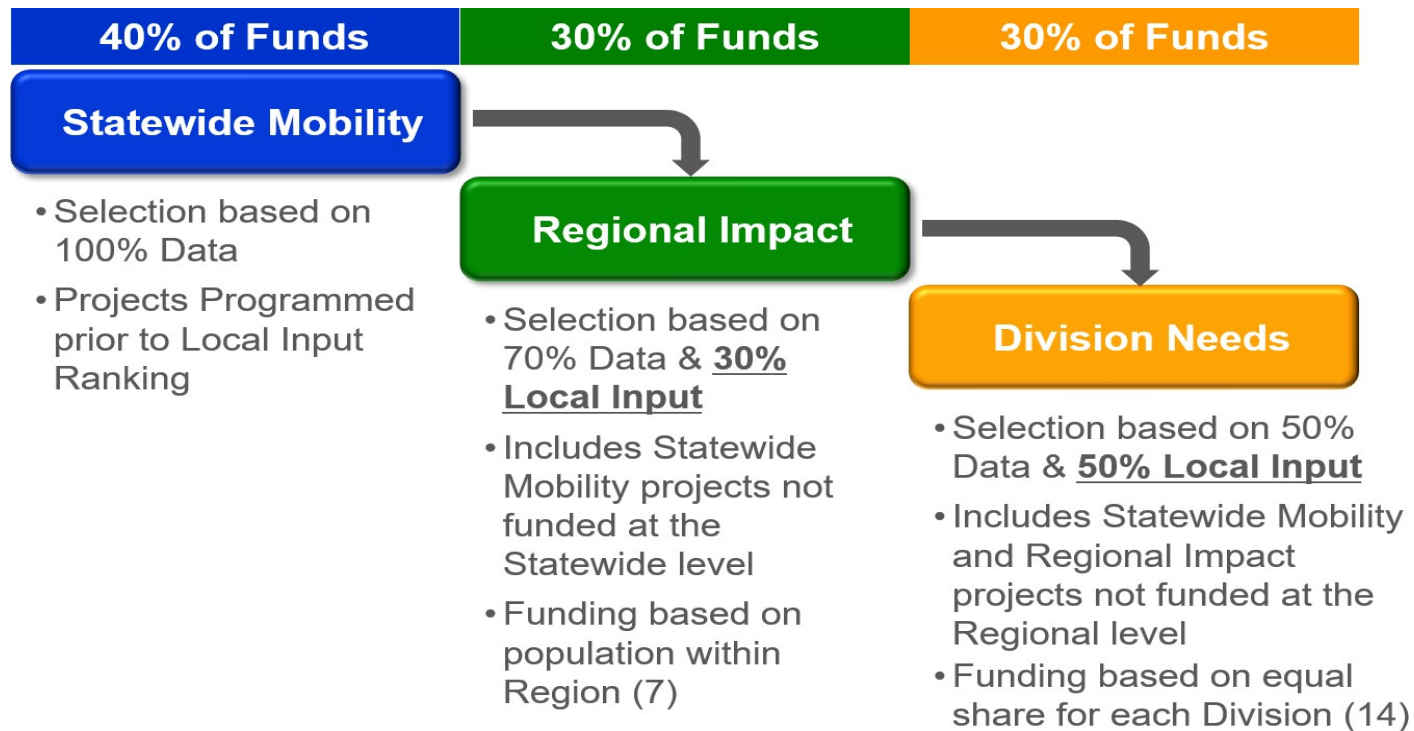
LAND OF SKY RPO

05/01/2018

INTRODUCTION

The Strategic Transportation Investments (STI) law governs the process in which the State of North Carolina prioritizes transportation projects. The law was passed in 2013 with the intent of creating a data-driven, collaborative process between NCDOT, planning organizations, local governments, and the public to efficiently utilize funding for transportation improvements across the state.

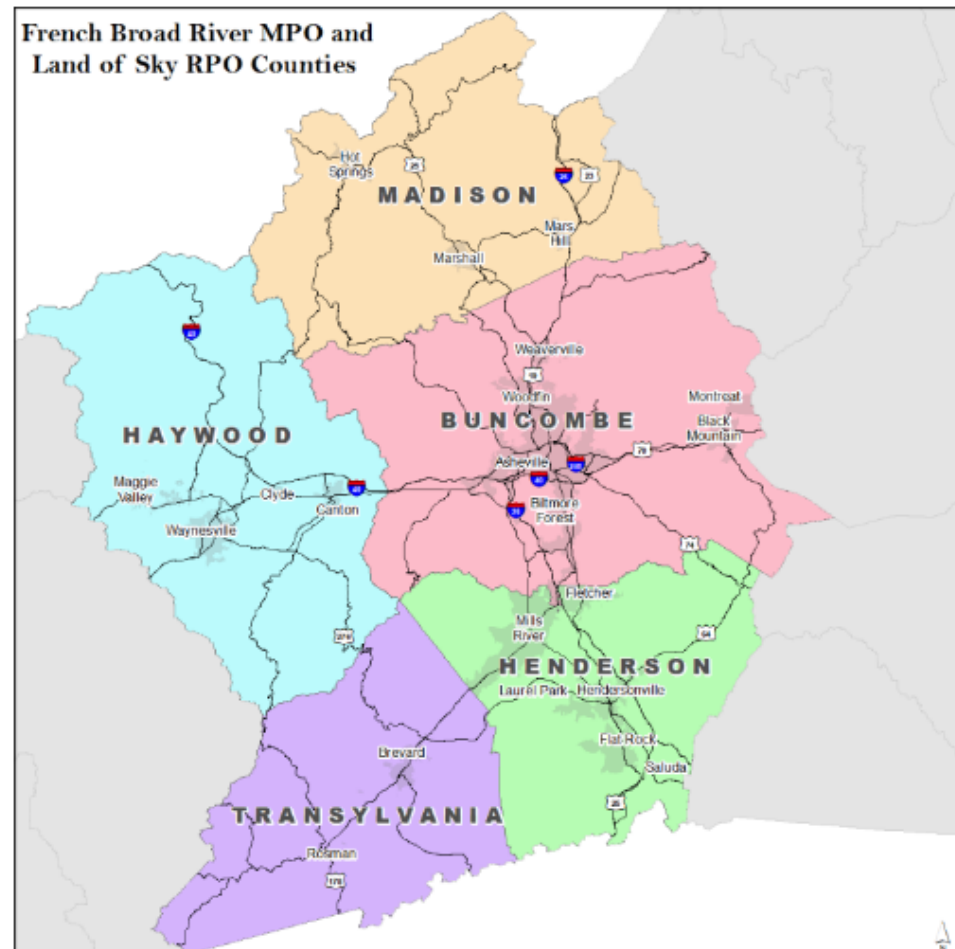
As part of the prioritization process, projects are solicited from planning organizations and NCDOT Divisions. Projects submitted into the prioritization process are placed into three different funding categories based on facility and project types: Statewide Mobility, Regional Impact, and Division Needs. Project scoring for the Statewide Mobility funding category is based solely on quantitative data developed by the Prioritization Workgroup. Metropolitan Planning Organizations (MPOs), Rural Planning Organizations (RPOs), and Division Engineers assign local input points to projects in the Regional Impact and Division Needs funding categories. These points are applied in the calculation of the final project scores for Prioritization 5.0 to determine which projects are funded at the Regional Impact and Division Needs funding categories



SURVEY BACKGROUND

The Land of Sky RPO and French Broad River MPO opened a public survey on all highway, bike/ped, and transit projects in the RPO and MPO planning area being considered for funding in the North Carolina prioritization process (P5.0). The survey attempted to be simple and user-friendly while also generating information that could be useful for decision makers considering applying local input points as part of the P 5.0 process.

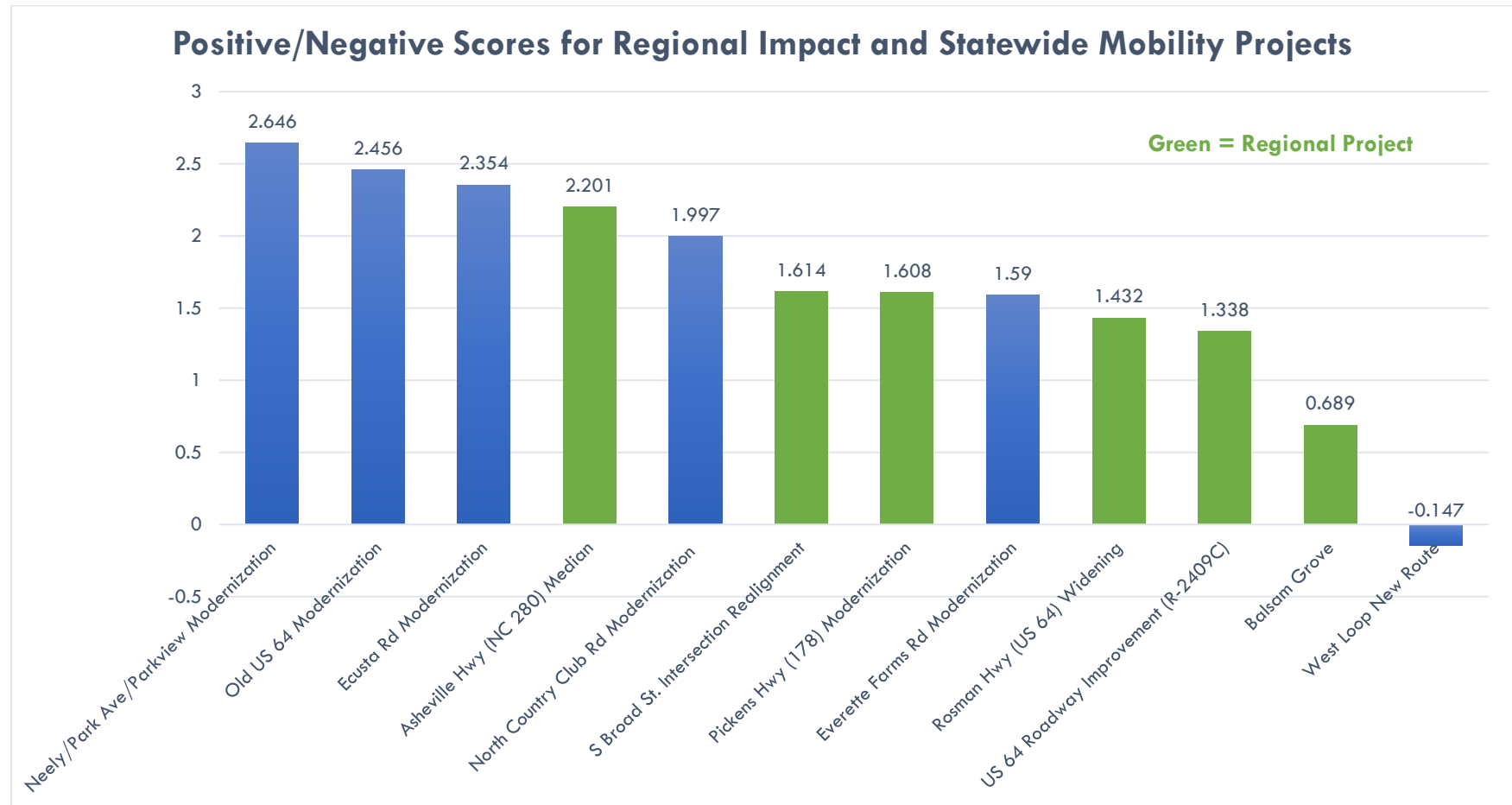
The survey was developed through Survey Monkey and could be accessed through the organizations websites. The survey was developed for each county. Users were then asked if they wanted to evaluate roadway or non-highway projects. For Buncombe and Henderson counties, a “short” option was developed that asked users to rank projects based on their perceived need for the projects. Users could still use the “deep dive” option which allowed both positive and negative responses. For all other counties, users would rank each individual project.



As of the survey closing on April 30, 2018, the Transylvania County section of the RPO’s survey collected **910** responses. The results in this packet provide a general overview and will be updated in-depth for the RPO TCC and TAC at a later date, but the results aim to be indicative of the public’s perceived need for the projects being considered.

PROJECTS AS RANKED

The scoring allowed users to go project-by-project to give both positive and negative responses. Users could rate a project from a “5” (most positive) to “-5” (most negative). The results are averaged below from most to least positively received (left-to-right).



OPEN-ENDED COMMENTS SUMMARY

The survey received **149** open-ended comments as of the survey closing. While each comment is unique, there are a few general trends among comments and they are summarized below.

- 0 26 - Oppose West Loop
- 0 22 - Support for Greenways/multi-use paths
- 0 10 - Overall support for projects
- 0 9 - Support for sidewalks and/or bike lanes
- 0 9 – Support for Ecusta Trail
- 0 6 - Support for Multimodal/Complete Streets
- 0 5 – Disapprove of new roadway projects
- 0 5 – Maintain our current roadways
- 0 5 – Support for projects in rural or under-represented areas of the county
- 0 4 – Disapproval of bike lanes and/or multi-use paths
- 0 4 – Railroad Avenue Improvements
- 0 4 – Disapprove of Survey and Map
- 0 2 – Support of West Loop/Bypass alternatives
- 0 2 – NC 215 high priority project
- 0 1 – NC 280 high priority project
- 0 1 – Everett Road high priority
- 0 1 – Support Bridge near Sycamore Flats
- 0 1 – Support for Parkview/Neely Rd Improvements

RESOLUTION NO. 2018-_____

**A RESOLUTION SUPPORTING SPOT 5.0
REGIONAL PROJECT FUNDING PRIORITIES**

WHEREAS, the Strategic Transportation Investments Law governs the process in which the State of North Carolina prioritizes funding for transportation projects; and,

WHEREAS, the City of Brevard adopted the Transylvania County Comprehensive Transportation Plan in 2007; and,

WHEREAS, based on the 2007 Comprehensive Transportation Plan and local input the Transylvania County Transportation Advisory Committee has used the scores received from North Carolina Department of Transportation to prioritize the road projects that have a regional impact; and,

WHEREAS, the Brevard City Council has reviewed these rankings, and agrees and supports them as shown below;

1. NC 280 – Convert 4-lane to divided highway with 17.5’ median (H170251)
2. US 64 / Country Club intersection – Intersection improvements (H170394)
3. US 178 – Widen and realign, include climbing lanes (H090858)
4. US 64 – Widen existing highway to 4-lane divided from Clement Road to NC 215 (H170396)
5. US 64 – Widen existing highway from Indian Creek Road to Flat Creek Valley Road (H129079-D)
6. NC 215 – Construct two lanes on new route from US 64 and Cherryfield road to Macedonia Church Road (H090162)

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

Section 1. The Brevard City Council does hereby approve the proposed prioritization of regional road projects as presented by the Transylvania County Transportation Advisory Committee.

Section 2. This Resolution shall become effective upon its adoption and approval.

Adopted and approved this the 21st day of May, 2018.

Jimmy Harris, Mayor

ATTEST:

Jilly Murray
City Clerk

APPROVED AS TO FORM:

Michael K. Pratt
City Attorney



CITY of BREVARD

The mission of the City of Brevard is to promote a high quality of life, support economic prosperity, and cultivate community while honoring its heritage and culture.

Office of City Clerk
(828) 885-5614

STAFF REPORT

Date: May 16, 2018

Title: French Broad Community Center-Revised Use Policy

Prepared By: Jill Murray, Deputy City Clerk

Approved By: Jim Fatland, City Manager/Finance Director

Background: City Council established a Use Policy for the French Broad Community Center on November 17, 1980. Since adoption, the Policy was revised in January 1982, January 1984, and February 1987. The current Policy states *"The FBCC is available for use by any non-profit civic, professional, social, recreational, community oriented clubs and organizations in the City of Brevard, provided that the membership thereof is not restricted on the grounds of race, color, religion or national origin."*

The City of Brevard maintains the Center by providing electricity and water, as well as, cleaning it each day (i.e. taking out the trash, cleaning bathrooms, sweeping and mopping). When a group wants to use the Center, they are charged a ten dollar (\$10) key deposit and fifty dollar (\$50) security deposit, however, both are refundable when the key is returned.

Discussion: The French Broad Community Center was given to the City to allow citizens to use it as a public benefit. Staff is recommending revisions to the existing policy as follows:

- Groups using the French Broad Community Center are strictly prohibited from charging fees or holding fundraisers.
- Reservations that begin at 9am on any given day, shall not begin any earlier than 9am, to allow the cleaning crew time to clean and empty trash receptacles.

Fiscal Impact: Adoption of this new Use Policy will further clarify terms with non-profit organizations.

Recommendation: Staff recommends Council adopt the French Broad Community Center Revised Use Policy.



FRENCH BROAD COMMUNITY CENTER

Use Policy and Rental Agreement

Applicant Information

Applicant Name/Contact Person

Name of Organization

Mailing Address

Daytime Phone

Evening Phone

Email Address

Event Information

Date(s) Requested

Time(s) Requested

Continuous Reservation

Yes []

No []

Type of Event

ASSUMPTION OF LIABILITY

For and in consideration of the use of the French Broad Community Center, our organization agrees to indemnify and hold harmless the City of Brevard, a local government entity, from and against any and all loss, damage, claim, demand, liability, or expense by reason of any damage or injury to property or person which may be claimed to have arisen as a result of or in connection with our organization's occupancy or use of said premises. Furthermore, I and/or our organization hereby agrees to reimburse the City of Brevard for any and all costs to repair any and all damage that may be caused directly or indirectly to the facility during the time period of occupancy and/or use of said premises.

Failure to follow the rules and regulations as described in attached Use Policy and Rental Agreement will result in forfeiture of deposit. Applicant will be responsible for all cost associated with damage incurred to the facility and grounds in excess of the security deposit.

I, the above applicant, have read and understand the rules and regulations stated within the Usage Policy:

Signature of Applicant

Date

FRENCH BROAD COMMUNITY CENTER USE POLICY AND RENTAL AGREEMENT

281 East French Broad Street, Brevard, NC

The FBCC is available for use by any non-profit civic, professional, social, recreational, community oriented clubs and organizations in the City of Brevard, provided that the membership thereof is not restricted on the grounds of race, color, religion or national origin. **Groups using this facility are strictly prohibited from charging fees or holding fundraisers.**

The FBCC is managed and maintained by the **City of Brevard Public Works Department**. The City Clerk is responsible for use scheduling and related administration. The City Manager includes in the budget each year the proposed fees and/or charges for use of the FBCC.

The following restrictions will apply in both approving the use of FBCC by any group and in the actual use thereof:

Reservations

1. Reservations shall be made at least seven (7) days prior to scheduled meeting or event.
2. The FBCC is available for reservations Monday through Saturday on both a first come, first serve basis, or, on a continuing basis.
3. The FBCC is only available for use on Sunday when it has not been reserved the previous Saturday. Upon written request, the City Manager is authorized to waive this provision to approve use of the FBCC on a Sunday following a Saturday of use when he determines a waiver is warranted.
4. **Reservation is for the hours specified on application that has been approved by the City of Brevard. Please make sure that you request enough time for setup and cleanup. Reservations that begin at 9am on any given day, shall not begin any earlier than 9am, to allow the cleaning crew time to clean and empty trash receptacles.**
5. All activities at the French Broad Community Center shall be restricted to the period 7:00 A.M. to 11:00 PM.
6. There is a 7-day cancellation policy. Any user or group wishing to cancel their reservation must do so in writing to the City Clerk. There will be a full refund of both the key and security deposit if cancellation is done at least seven (7) days before scheduled use.

Continuing Reservations

1. A group may reserve a continuing reservation for one or two days per week at no cost. The period of a continuing reservation may be granted for up to one year and will be reviewed periodically by the City Manager and City Clerk. Continuing reservations are not permanent.
2. Upon written request, the City Manager is authorized to negotiate a rental rate for a group desiring to use the FBCC for more than two days in a 7-day period.

Deposits – Key, Use and Forfeit of Deposit(s)

1. A refundable key deposit of ten dollars (\$10) shall be made when a reservation is scheduled.
2. A refundable security deposit of fifty dollars (\$50) shall be made at the time of the reservation.
3. Key deposit will be refunded, upon request, following use provided the FBCC key was returned immediately after the reserved time.

4. Security deposit will be refunded, upon request, following use provided the FBCC was left neat and clean, trash was placed into dumpster, lights were turned off and both doors were locked.
5. Security deposit will be forfeited when a group fails to cancel their reservation at least seven (7) days prior to their reserved time.

Key to FBCC

1. Key is picked up at the Brevard Police Department Dispatch office located at 114 West Jordan Street, Brevard.
2. Group representative will be required to show ID before obtaining the key.
3. Key may be picked up 30 to 45 minutes prior to scheduled reservation and must be returned immediately following scheduled reservation.

Parking

1. Ten (10) paved off-street parking spaces are provided at the FBCC.
2. Keep all vehicles off of the adjoining property owner's lawns.
3. On-street parking on French Broad, Appletree or Franklin Streets shall not be permitted incidental to the use of the FBCC.
4. There shall be no parking in the driveways or in any manner so as to interfere with the use of private drives.

Prohibited

1. Groups using this facility are strictly prohibited from charging fees or holding fundraisers.
2. Fire Regulations – Maximum occupancy is 90 people.
3. No fireworks of any kind may be set off in or outside of the FBCC.
4. The FBCC is a no smoking facility. Smoking is not allowed inside the building, but is allowed outside.
5. The consumption of alcoholic beverages inside or upon the FBCC premises is prohibited.
6. Illegal drugs or substances are not allowed in or on the premises of the FBCC.
7. Weapons are not allowed in or on the FBCC premises.
8. Animals of any kind are not permitted inside any part of the FBCC. Exception: Animals trained as assistance for legally blind or handicapped individuals.
9. No use shall be permitted at the FBCC which are prejudicial to the rights and privileges of adjacent and nearby property owners and residents due to the sounds or activities generated there from.

Using FBCC

1. No use shall be approved which involves the keeping of items of furniture, equipment and/or materials which by their presence in the FBCC will interfere with the use thereof by other groups.
2. The City of Brevard will not be responsible for any stolen goods.
3. The tables and chairs may be re-arranged to fit your group needs, but must be returned to their original places at the end of your event. Do not remove tables or chairs from the FBCC.
4. No decorations of any kind, i.e., plaques, pictures, or any other objects shall be fastened to the walls, ceilings, windows or lighting fixtures by use of nails, tacks, screws, tape, etc. No use of confetti, silly string, etc., will be permitted. Any fixtures, furniture, displays or decorations provided by the user(s) must be removed from the building immediately following the use of same, so the building will be ready for the next group. Failure to remove items shall be cause of revocation of security deposit.

Clean Up

1. All groups or users are expected to leave the premises in substantially the same condition in which they found it.
2. Inside trash receptacles and liners, broom and dustpan are provided for your use.
3. Paper products are provided for the restrooms.
4. All equipment used is to be returned to its original location and in good condition.
5. All tables, chairs, kitchen counter, sink, and floors are to be free of trash, debris, food and spills.
6. At the end of your event, all trash must be removed and deposited into the dumpster located either in front or behind the FBCC.
7. Turn out lights.
8. Lock both the front and back door.
9. Return key to Brevard Police Department Dispatch immediately following reserved time.

The City Council reserves the right to waive or modify any or all provisions hereof.

I, the applicant or group representative, have read and understood the above French Broad Community Center Use Policy and Rental Agreement.

Signature of Applicant	Date

Key Deposit - \$10	Security Deposit - \$50
Date Paid:	Date Paid:
Receipt Number:	Receipt Number:

FBCC Use Policy Adopted by City Council: November 17, 1980

Policy Revised:

January 18, 1982

January 3, 1984

February 2, 1987

June 20, 2016

May 16, 2018

STAFF REPORT
May 21, 2018 Council Meeting

Date: May 16, 2018

Title: **Board Appointments**
Council will consider making a reappointment to the Brevard ABC Board

Prepared by: Jill Murray, City Clerk

Background / Discussion:

ABC Board – Tim Robinson was appointed to the ABC Board on May 18, 2015, with the term expiring in July, 2018. He is a member in good standing and desires to continue to serve. If reappointed, his term will expire in July 2021.

Fiscal Impact: None

Policy Impact: None

Staff Recommendation: Council consider the reappointment of Tim Robinson to the ABC Board.



CITY OF BREVARD

Board/Committee Appointment Application

The City Council invites all citizens of the City to participate in governmental decisions by serving as a member on an advisory board or committee. Boards and committees include:

- ABC Board of Directors • Board of Adjustment • Brevard Housing Authority Board of Directors
- Community Appearance Commission • City Council Downtown Master Plan Committee
- City Council Parks, Trails and Recreation Committee • City Council Public Works & Utilities Committee
- Dangerous Dog Review Board • Personnel Board • Planning and Zoning Board
- Terrell Scruggs Scholarship Committee • Western Carolina Community Action Board

Name of Board or Committee Interested In: ABC Board
** List only one per Appointment Application form.*

Date 4-20-18

Name Tim Robinson

Home Address 60 N. Laurel LN Brevard NC.

Phone (home) 828-883-2436 (work) 828-553-9664

Occupation General Contractor E-Mail tcrobinson1@comp.rrm.net

May you be contacted at work? yes Do you live within the corporate City Limits? yes

Please list other appointed positions you presently hold in Brevard or Transylvania County Government:

ABC Board - chairman

Educational background, special qualifications (i.e., civic memberships, related work experience, etc.). (Use back of sheet if additional space is needed.)

Based on your qualifications and experiences, briefly describe why your services on this board/committee would be beneficial to the City of Brevard:

would like to continue with planning + implementation of projects now in front of the board

*Please note: Upon appointment to a board/committee, the information contained in this application becomes a matter of public record per North Carolina General Statutes 132-1 and may be published or released. Your application will be kept on file for a period of two years and then destroyed. You may reapply after that time period.

Tim Robinson
Signature of Applicant

Please return this application to:

City of Brevard Attn: Desiree D. Perry, City Clerk
95 W Main Street, Brevard, NC 28712
Phone: 828-885-5614 - Fax: 828-883-2853 - Email: dperry@cityofbrevard.com

Remarks / Future Agenda Considerations

Closed Session(s)

North Carolina General Statute 143-318.11 Closed Sessions.

(a) Permitted Purposes. – It is the Policy of the State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required.