

**CITY OF PALMETTO
CITY COMMISSION WORKSHOP MEETING
August 20, 2012
4:30 PM**

Elected Officials Present

Shirley Groover Bryant, Mayor
Brian Williams, Vice Mayor, Commissioner, Ward 3
Tamara Cornwell, Commissioner-at-Large 2—(Entered the meeting at 4:36 p.m.)
Charles Smith, Commissioner, Ward 1
Tambra Varnadore, Commissioner, Ward 2
Alan Zirkelbach, Commissioner-at-Large 1

Staff Present

Mark Barnebey, City Attorney
Jim Freeman, City Clerk
Allen Tusing, Public Works Director
Karen Simpson, Finance Director
Amber Foley, Assistant City Clerk

Mayor Bryant called the meeting to order at 4:30 pm

1. TELEMETRY METER PRESENTATION

Mr. Freeman explained that staff has been working very closely over the last few months with Adam Corwin from Utility Metering Solutions (UMS) and Jeff Kimbrough with Sunstate Meter, the current vendor of the existing utility meters. This utility meter project will be a partnership between the City, UMS, and Sunstate Meter. Sunstate Meter will provide the water meters and UMS will provide the installation.

Adam Corwin gave a presentation on the Feasibility of Expedited Approach to Completing Neptune AMR Deployment for the City of Palmetto. This presentation is attached to and made a part of these minutes.

Mr. Corwin discussed a graph regarding a case study with Gulfport, MS that showed a 50 percent reduction in their non-revenue water. This graph is attached to and made a part of these minutes.

Jeff Kimbrough discussed the various meters the City uses. He proposed to convert all City meters with the R900i technology. These meters will keep a rolling history of backflow days, no flow days, and continuous leak days. It will also keep a 96 day history of hourly and daily readings.

Mr. Kimbrough explained that the battery technology on these meters is a twenty-year sealed lithium battery with a twenty-year warranty. The meters are also designed to work if they are submerged underwater.

Sunstate Meter has a compatibility guarantee. This means that any technology that comes out in the future will retrofit to the current meters and technology. Sunstate Meter also offers a 20 percent discount to do a total change out to the meters in the City.

Commissioner Varnadore requested information be provided to Commission on the savings the City of Sarasota has experienced with the new meters that were installed there.

Mr. Freeman stated that the accuracy of the new meters will provide an estimated 2-5 percent increase in revenue on billable water. He also explained that another benefit of going to this type of system would be that any issues with meters that the City is not aware of would be easily identified.

Commissioner Williams asked how much the labor would be to install this type of system. Mr. Corwin stated it would be approximately \$1.1 million for material and \$187,609 for labor.

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Mayor Bryant stated she was very pleased with the presentation tonight and is very supportive of this project.

Mayor Bryant asked Mr. Freeman to get facts from other municipalities that have these meters and email that information to Commission.

2. DISCUSSION: FY 2013-2017 CAPITAL IMPROVEMENT PROGRAM (CIP)

Mr. Freeman informed Commission that the CIP plan being presented to them is a five-year plan consisting of years 2013-2017. The total funding over five years is approximately \$13 million with the total funding for the current year of approximately \$5.4 million. Attachment A shows a description of the projects with a breakdown of the upcoming year and funding sources, and Attachment B shows the fund balance for 2013.

Allen Tusing discussed the list of CIP projects. This list is attached to and made a part of these minutes.

Discussion: 23rd Street Realignment and 10th Avenue Extension projects. The consensus of Commission was to remove the 23rd Street Realignment and the 10th Avenue Extension projects from the 2013-2017 CIP plan.

Commissioner Varnadore questioned the 13th Avenue 7th to 8th Street Road Improvement projects. Mr. Tusing explained that a public hearing would have to be held before the City can make improvements to those roads. The total project cost would be \$188,965 with the City paying \$62,988 and the property owners paying \$125,977. Discussion ensued regarding how much this project would cost each homeowner. Mayor Bryant asked Mr. Tusing to gather more information regarding the cost to each homeowner.

Concerning the cost of City Wide Enterprise Software, Mrs. Simpson stated the City is exploring the option of using the General Government Impact Fees. She stated the City could also do a capital lease for a five or seven year time frame. The interest rate on that would be around 2 percent. It would be divided between the General Fund and Water and Sewer, because the new software would include the utility billing system.

Mr. Tusing discussed the new public works facility building. He explained that the current metal building will be replaced with a hurricane proof building to house staff and family and City equipment during a hurricane. Commissioner Cornwell asked Mr. Tusing to verify the elevation of the new building for flooding reasons.

Discussion ensued regarding the unfunded projects total of \$1.1 million. Mayor Bryant requested information be provided as to the total amount of the 13th Street Drainage Project.

Mr. Freeman will take the comments from today and provide answers to Commission. He will bring this and the telemetry meter project back to another workshop and then put it on a 7:00 p.m. agenda.

Consensus of Commission was that the CIP would remain the same with minor changes made on the telemetry meter and 13th Avenue projects.

Mayor Bryant adjourned the meeting at 5:57 p.m.

Minutes approved: September 10, 2012

James R. Freeman

James R. Freeman, City Clerk