
UTILITY ADVISORY COMMITTEE

CITY OF LAKE CITY

March 31, 2021 at 2:00 PM

Venue: City Hall

AGENDA

Due to the COVID-19 social distancing requirements, the City of Lake City will have limited seating available in the Council Chambers. The Council Chambers are located on the 2nd Floor of City Hall at 205 North Marion Avenue, Lake City, FL 32055. All persons entering City Hall are strongly encouraged to wear a mask for the duration of the time they are at City Hall. The meeting will also be available via communications media technology.

CMT instructions are located at the end of this Agenda

Call to Order

Roll Call

Minutes

1. January 14, 2021

Approval of Agenda

Persons Wishing to Address Committee

Citizens are encouraged to participate in City of Lake City meetings. The City of Lake City encourages civility in public discourse and requests that speakers direct their comments to the Chair. Those attendees wishing to share a document and or comments in writing for inclusion into the public record must email the item to submissions@lcfla.com no later than noon on the day of the meeting. Citizens may also provide input to individual council members via office visits, phone calls, letters and e-mail that will become public record.

New Business

2. Master Planning

3. Pre-Order Materials for SR-47/I-75 Sewer Improvement Project
4. Fort White Water Improvements
5. Natural Gas Improvement Planning
6. Wastewater Plant at North Florida Mega Industrial Park
7. Status of Projects

Future Agenda Items

Adjournment

Zoom CMT Information

Place: Due to the COVID-19 social distancing requirements, this meeting will also be available via communications media technology.

Members of the public may attend the meetings **online** at: <https://us02web.zoom.us/j/85143910809> or

Telephonic by toll number (no cost to the city), audio only at: 1-346-248-7799

Meeting ID: 851 4391 0809#

Then it will ask for Participant id, just press #.

Telephonic by toll-free number (cost per minute, billed to the city, zero cost to the caller), audio only at: 1-888-788-0099

Meeting ID: 851 4391 0809#

Then it will ask for Participant id, just press #.

Public Participation

The public may participate at the appropriate time via: (i) video conference by utilizing the software chat function or raise hand function to request to speak; or (2) telephonically by dialing *9 to raise hand. The Chair will allow for sufficient time for all participants to be heard.

Those attendees wishing to share a document must email the item to **submissions@lcfla.com** no later than noon on the day of the meeting.

Instructions for meeting attendance and participation are also available at www.lcfla.com under the calendar entry for the corresponding City Council Regular Session Meeting.

To receive a copy of the agenda packet with supporting documentation, please contact the City Clerk's Office at **clerk@lcfla.com** or **386-719-5826**.

Contingency Information

Contingency Plan Meeting: This will be activated and held if the City experiences connection or web conferencing failure. Any meeting taking place via the contingency plan will be held and/or reconvened via a conference call utilizing the information provided below.

The public may attend the contingency plan meeting as follows:

1-844-992-4726 (toll free)

Enter access code: 173 541 6832#

Then it will ask for attendee ID number, just press #

The public may participate in the contingency plan meeting at the appropriate time when the chair requests public comment. The Chair will allow for sufficient time for all participants to be heard.

Pursuant to 286.0105, Florida Statutes, *the City hereby advises the public if a person decides to appeal any decision made by the City with respect to any matter considered at its meetings or hearings, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

SPECIAL REQUIREMENTS: *Pursuant to 286.26, Florida Statutes, persons needing special accommodations to participate in these meetings should contact the **City Manager's Office at (386) 719-5768.***

File Attachments for Item:

1. January 14, 2021

UTILITY ADVISORY COMMITTEE MEETING MINUTES January 14, 2021

The City Utility Advisory Committee for the City of Lake City met on January 14, 2021, at 6:00 P.M. in the Council Chambers on the second floor of City Hall located on 205 North Marion Avenue, Lake City, Florida.

MEMBERS

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

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

Support Staff

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

Call to Order

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

Roll Call

Mr. Greene asked City Clerk Audrey Sikes to call roll. Attendance is indicated above.

1. Minutes – December 29, 2020

Mayor Witt made a motion to approve the December 29, 2020 minutes as presented. Mr. Sampson seconded the motion and the motion carried on a voice vote.

Approval of Agenda

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

Presentations – None

Persons Wishing to Address Committee

- A. Rocky Ford, representing the Columbia County Board of County Commission reported the Commission would like to see one committee, not two committees with the composition of the committee as follows: two (2) county commissioners,

two (2) city council members, county manager, city manager and engineers. He stated the goal should be to create a Regional Utility in five (5) years with a written contract between the County and the City with an independent board. Mr. Ford stated the County and City should be equal partners in the Regional Utility. He reported this would be presented to the Board of County Commission on Thursday night.

Chairman Greene stated the entire council would have to discuss and have input. Mayor Witt inquired how the equity and the debt would be handled. Mr. Ford stated an appraisal would need to be conducted to obtain this information.

- B. David Kraus, encouraged members to consider consumptive use permits and referred to the Tampa, Florida model.
- C. Mike Osborn, inquired if Ft. White would be included in the Regional Utility. Mr. Ford responded the Regional Utility concept would be county wide.
- D. Stew Lilker, clarified what was presented by Mr. Ford has not been discussed at the Board of County Commission level yet.

Old Business – None

New Business

2. Utility Emergency Response Plan – Mike Osborn

Mike Osborn reported the Price Creek Water Treatment Plant must comply with the America's Water Infrastructure Act of 2018. This requires a Risk and Resilience Assessment to be completed on the water system and verification turned in the Environmental Protection Agency by June 30, 2021. Mr. Osborn stated the Risk and Resilience Assessment must be updated every five (5) years. The financial impact is \$45,500.00 and is budgeted in the Water Treatment Budget. **Mr. Sampson made a motion to recommend to City Council for consideration, approval of the Utility Emergency Response Plan as submitted. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Brown	Aye
Mr. Helfenberger	Aye
Mr. Henry	Aye
Mr. Osborn	Aye
Mr. Pridgeon	Aye
Mr. Sampson	Aye
Mr. Sweat	Aye
Mr. Young	Aye
Mayor Witt	Aye
Chairman Greene	Aye

Ms. Jamie Bell, engineer for Jones Edmunds, provided clarity for the members on how consumptive use permits work.

3. Water Main Extension to North Florida Mega Industrial Park Study – Joe Helfenberger

Mr. Helfenberger asked for reconsideration of support for the water route study proposed by Jones Edmunds on November 30, 2020 for the following reasons: First, there are existing water capacity problems with supplying potable water to the prison. Second, a potable water extension to the North Florida Mega Industrial Park is needed regardless of whether any industrial development happens. There is a residential component to the development at the North Florida Mega Industrial Park that is planned to take place soon and it will need potable water. This housing development will be on the west side, closest to the City water plant. The range of housing projected is between 300 – 700 new residences. It is anticipated that a new housing development would occur much quicker than the industrial development and there is a critical shortage of housing in our community. Third, there is a greater possibility the North Florida Mega Industrial Park will be annexed into the City for future tax base if the City provides the potable water service that is needed in a timely manner. There is already 130,000 gallons per day of sewer capacity available and 30,000 CFS of natural gas available for the North Florida Mega Industrial Park. The residential property tax base would be estimated to increase in a range from \$51,900,000.00 to \$121,100,000.00 (Average residential home value in Columbia County (\$173,000) times the number of projected homes (300 to 700 homes) at full build out. The study would provide an estimate of the time to design and construct the water extension and would also be helpful information when applying for grants and other funding sources for the project. The water route study will need to be done for any master plan efforts and the cost of the study is not expected to change significantly depending upon the timing of the work. The cost is \$38,900.00 and is expected to take Jones Edmunds approximately 90 days to complete the study upon given authorization to begin.

Mayor Witt made a motion to recommend to City Council for consideration, approval of the Water Main Extension North Florida Mega Industrial Park Study in the amount of \$38,900. Mr. Sampson seconded the motion. A roll call vote was taken and the motion passed on a roll call vote.

Mr. Brown	Aye
Mr. Helfenberger	Aye
Mr. Henry	Aye
Mr. Osborn	Aye
Mr. Pridgeon	Aye
Mr. Sampson	Aye
Mr. Sweat	Aye
Mr. Young	Aye
Mayor Witt	Aye
Chairman Greene	Aye

At this time Mr. Sampson presented the following three motions for consideration:

Mr. Sampson made a motion to recommend to City Council for consideration, stating the City is dedicated to providing utilities for Lake City and all of Columbia County. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed.

Mr. Brown	Aye
Mr. Helfenberger	Aye
Mr. Henry	Aye
Mr. Osborn	Aye
Mr. Pridgeon	Aye
Mr. Sampson	Aye
Mr. Sweat	Aye
Mr. Young	Aye
Mayor Witt	Aye
Chairman Greene	Aye

Mr. Sampson made a motion to recommend to City Council for consideration the reconstitution of the Utility Advisory Committee. The motion provides for the following as voting members: two (2) City Council Members; two (2) County Commissioners, the City Manager, the County Manager, the City Utility Director and the County Economic Development Director. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed.

Mr. Brown	Nay
Mr. Helfenberger	Aye
Mr. Henry	Nay
Mr. Osborn	Nay
Mr. Pridgeon	Nay
Mr. Sampson	Aye
Mr. Sweat	Aye
Mr. Young	Aye
Mayor Witt	Aye
Chairman Greene	Aye

Mr. Sampson made a motion to recommend to City Council for consideration, stating the City and County will work together to develop a five-year strategic plan for countywide utilities. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed.

Mr. Brown	Aye
Mr. Helfenberger	Aye
Mr. Henry	Aye
Mr. Osborn	Aye
Mr. Pridgeon	Aye
Mr. Sampson	Aye
Mr. Sweat	Aye
Mr. Young	Aye
Mayor Witt	Aye
Chairman Greene	Aye

Topics for Next Meeting

Per Mr. Helfenberger, invite Fred Handy with Florida Rural Water Association to discuss consumptive use permit application.

Per Mr. Koberlein, City Council Ordinance No. 2021-2174 Impact Fee Waivers.

Next Meeting Date

Mr. Sampson made a motion to hold the next Utility Advisory Committee Meeting on February 11, 2021. Mayor Witt seconded the motion and the motion carried on a voice vote.

Adjournment

There being no further business, the meeting adjourned at 7:01 PM on a motion duly made and seconded.

Audrey E. Sikes, MMC City Clerk

File Attachments for Item:

5. Natural Gas Improvement Planning



NATURAL GAS MASTER PLAN – SCOPE OF WORK

DATE: February 24, 2021

TO: Steve Brown, Gas Director
City of Lake City

FROM: Katie Hall, Member Services Manager
Florida Gas Utility

SUBJECT: Natural Gas Master Plan – Proposed Scope of Work

Explanation:

The City of Lake City requested assistance from Florida Gas Utility (FGU) to create a master plan for their natural gas system to provide gas service to the Mega Industrial Site located on US Hwy 90 East. Without actual customer information available, it is difficult to present all the options to meet customers' gas needs at this location. FGU has identified three (3) approaches to determine gas availability to this area:

1. Maximum capability of existing gate station and lateral
 - a. Review current and available pipeline entitlements
 - b. Include new gas main from the gate station to the industrial site
 - c. Consider different pressure requirements to determine flow rate(s)
2. Natural Gas Service from Peoples Gas interconnect on Southern Natural (SoNat) Pipeline
 - a. Based on tariff rate(s)
 - b. Quantity will match availability of capacity in option 1
 - c. Include new gas main from interconnect to the industrial site
3. New gate station and lateral from FGT
 - a. Pipe size, material, pressure and location of gate station are all negotiable
 - b. Include new gas main from the new gate station to the industrial site

In addition to determining the volumetric capabilities of these options, FGU will also produce cost estimates, as well as identify advantages and disadvantages of each option.