



**City of Flowery Branch
City Council Meeting
Thursday, August 20, 2020, 6:00 PM
City of Flowery Branch City Hall
5410 West Pine Street, Flowery Branch GA, 30542**



CALL WORK SESSION TO ORDER:

PLEDGE OF ALLEGIANCE:

UNFINISHED BUSINESS - WORK SESSION:

- Consider - Resolution 20-020: Water Sewer Rate Changes effective August 20, 2020 (September billing)
[19-014 - Water Sewer Rates - Approved 10-17-2019.pdf](#)
[Executive Summary - Res 20-020 Water Sewer Rate Changes effective 8-20-2020.pdf](#)
[20-020 WS Final Ordinance .pdf](#)
[Technical Memorandum July 28 2020.pdf](#)
[Flowery Branch Council Presentation July 29 2020.pdf](#)
- Consider Resolution 20-022: Re-appropriation of Fiscal Year 2021 funds for Mitchell Street Stormwater Infrastructure Improvements and award contract to Summit Construction and Development, LLC.
[EXECUTIVE SUMMARY - Mitchell Street Infrastructure Project.pdf](#)
[CPL2020-001 Mitchell St Infrastructure Bid Tabulation Sheet 7-30-2020.pdf](#)
[Cost Estimate 2020 and Funding Proposal.pdf](#)
[Bid Invitation - 6-24-2020 - Newspaper Copy.pdf](#)
[Mitchell Street Infrastructure Project for Council Packet Binder 8-6-2020.pdf](#)
[Resolution 20-021 - Mitchell Street Infrastructure Project.pdf](#)
[Basset Dev. Agreement and PPSlides.pdf](#)

NEW BUSINESS -WORK SESSION:

- Consider a Stormwater Utility Feasibility Study
[EXECUTIVE SUMMARY - Storm Water Utility Feasibility Proposal.pdf](#)
[Flowery Branch Storm Water Utility Proposal 7-22-2020.pdf](#)
- Consider a request submitted by Bowen-Stark to approve site changes to an approved site specific PUD.
[2020-08-10 Explanation for Park Haven plat revisions.pdf](#)
[17055 Park Haven Final Plat 082819 2.pdf](#)
[17055-LOT REVISION 25-35 EXHIBIT-080320.pdf](#)
[Front Entry Houses-2.jpg](#)
[Front Entry Houses-3.jpg](#)
[Rear Entry Houses-1.JPG](#)
[Rear Entry Houses-2.JPG](#)
[Front Entry Houses-1.JPG](#)
[Staff Letter of Explanation and Original Ordinance.pdf](#)

DEPARTMENT REPORTS: -

- a. City Manager Report
- b. City Clerk Report
- c. Finance Director Report
- d. Planning Department Report
- e. Police Report
- f. Attorney Report
- g. Council Report

ADJOURNMENT WORK SESSION:

VOTING SESSION AGENDA

CALL VOTING SESSION TO ORDER:

PUBLIC COMMENTS: - Please limit to two minutes

CONSENT AGENDA:

- Consider Mayor Mike Miller Per Diem
[Mike Miller August Per Diem.pdf](#)

UNFINISHED BUSINESS - VOTING SESSION:

- Consider Resolution 20-022: Re-appropriation of Fiscal Year 2021 funds for Mitchell Street Stormwater Infrastructure Improvements and award contract to Summit Construction and Development, LLC.
[EXECUTIVE SUMMARY - Mitchell Street Infrastructure Project.pdf](#)
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NEW BUSINESS - VOTING SESSION:

EXECUTIVE SESSION:

ADJOURNMENT:

If you have a disability or impairment and need special assistance please contact the City Clerk prior to the meeting at 770-967-6371 - Meeting agenda is subject to change



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider - Resolution 20-020: Water Sewer Rate Changes effective August 20, 2020 (September billing)

COUNCIL MEETING DATE: August 20, 2020

HISTORY:

Nelsnick Enterprises, Inc has been working with the City over the past couple of years analyzing our water sewer capital improvement plan (CIP) and water sewer rates in relation to the CIP plan. On November 2, 2017, Nelsnick presented the CIP plan and recommended water sewer rate increases over the next 5 years based on infrastructure improvements needed in our system. The last rate change took effect with Resolution 19-014, approved October 18, 2019. Prior years increases were approved on December 7, 2018, and November 2, 2017. Before 2017, there were no increases to the rates since 2014. However, in the spring of 2018 it became apparent we needed to reevaluate the CIP plan due to various new developments coming to the area and more stress on the current system. This year, the rate changes also include a new format for charges; lowering the cost to the low usage customers and reallocating the costs to the appropriate levels of service used. The new plan information is attached.

FACTS AND ISSUES:

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The current water sewer capital infrastructure needs are increasing as our City continues to grow. The City needed to develop a CIP plan for water sewer infrastructure to remain compliant with EPD regulations and to meet the demands of our growing City. The need for these rate changes is an important contribution to this plan. For this year, a rate structure change is being recommended to address zero volume customers due to COVID-19 impact. The prior resolution 19-014 is attached for reference to compare to the proposed resolution 20-020.

OPTIONS:

Approve, modify or do not approve Resolution 20-020.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

N/A

RECOMMENDATION:

To adopt resolution 20-020 for implementation of Water Sewer Rate Changes effective August 20, 2020 (September billing).

SAMPLE MOTION:

I make a motion adopt resolution 20-020 for implementation of Water Sewer Rate Changes effective August 20, 2020 (September billing).

COLLABORATING DEPARTMENT:

Administration

DEPARTMENT: Finance

Prepared by: Vickie Short

ATTACHMENTS

- [19-014 - Water Sewer Rates - Approved 10-17-2019.pdf](#)
- [Executive Summary - Res 20-020 Water Sewer Rate Changes effective 8-20-2020.pdf](#)
- [20-020 WS Final Ordinance .pdf](#)
- [Technical Memorandum July 28 2020.pdf](#)
- [Flowery Branch Council Presentation July 29 2020.pdf](#)

RESOLUTION NO. 19-014

A RESOLUTION ESTABLISHING THE AMOUNT OF USE RATES FOR WATER AND SEWER SERVICE, THE AMOUNT OF CONNECTION FEES FOR WATER SERVICE AND THE AMOUNT OF CONNECTION/CAPACITY FEES FOR SEWER SERVICE

WHEREAS, the City of Flowery Branch is authorized by Art. IX, §II, ¶ III of the Constitution of the State of Georgia, O.C.G.A. § 36-35-3 and Art. VI, § 6.6 of the Charter of the City of Flowery Branch to assess and collect fees, charges and tolls for sewer, sanitary, health services or any other services within and without the corporate limits of the city for the total cost to the city of providing such services; and

WHEREAS, Ordinance No. 100-F authorizes the City Council of the City of Flowery Branch to set the amounts of rates for water and sewer service use, connection fees for water service and connection/capacity fees for sewer service by resolution.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Flowery Branch that the rates for water and sewer service use, the connection fees for water service and the connection/capacity fees for sewer service shall be as follows:

Section 1. Water and Sewer Use Rates

WATER USE RATES

I. Within the Corporate Limits

A. Residential Water Users

1. Single Family Residential Water Users

0-1,000 gallons	\$7.11 minimum charge
1,001-2,500 gallons	\$17.79 minimum charge
2,501-4,500 gallons	\$32.01 minimum charge
Tier 2-4,501 to 7,500 gallons	\$8.89 per 1,000 gallons
Tier 3-7,501 gallons and over	\$10.67 per 1,000 gallons

2. Multi-Family Residential Water Users (Per Unit Rates) *

0 - 3,355 gallons	\$23.86 minimum charge
Tier 2 - 3,356 to 7,500 gallons	\$8.89 per 1,000 gallons
Tier 3 - 7,501 gallons and over	\$10.67 per 1,000 gallons

B. Non-Residential Water Users

0 - 7,000 gallons	\$32.01 minimum charge
Tier 2 - 7,001 to 60,000 gallons	\$5.72 per 1,000 gallons
Tier 3 - 60,001 gallons and over	\$6.88 per 1,000 gallons

II. Outside the Corporate Limits

A. Residential Water Users

1. Single Family Residential Water Users

0 - 1,000 gallons	\$9.47 minimum charge
1,001 - 2,500 gallons	\$23.69 minimum charge
2,501 - 4,500 gallons	\$42.63 minimum charge
Tier 2 - 4,501 to 7,500 gallons	\$11.84 per 1,000 gallons
Tier 3 - 7,501 gallons and over	\$14.23 per 1,000 gallons

2. Multi-Family Residential Water Users (Per Unit Rates)

0 - 3,355 gallons	\$31.78 minimum charge
Tier 2 - 3,356 to 7,500 gallons	\$11.84 per 1,000 gallons
Tier 3 - 7,501 gallons and over	\$14.23 per 1,000 gallons

B. Non-Residential Water Users

0 - 7,000 gallons	\$42.55 minimum charge
Tier 2 - 7,001 to 60,000 gallons	\$7.61 per 1,000 gallons
Tier 3 - 60,001 gallons and over	\$9.11 per 1,000 gallons

• For multi-family residential water users utilizing a master meter, the above per unit rate shall be based on a quarterly tally of occupancy for the first of each month on January, April, July and October. This information should be in the possession of the City of Flowery Branch by the 15th of each month's so the bill may properly reflect occupancy.

SEWER USE RATES

I. Within the Corporate Limits

A. Residential Sewer Users

1. Single Family Residential Sewer Users

Base Charge	\$5.51 per Month
All Volume	\$8.30 per 1,000 gallons

2. Multi-Family Residential Sewer Users (Per Unit)

0–3,355 gallons	\$29.22 minimum charge
3,356 gallons and over	\$5.63 per 1,000 gallons

B. Non-Residential Sewer Users

0–7,000 gallons	\$39.27 minimum charge
7,001 gallons and over	\$5.63 per 1,000 gallons

II. Outside the Corporate Limits

A. Residential Sewer Users

1. Single Family Residential Sewer Users

Base Charge	\$7.28 per Month
All Volume	\$11.14 per 1,000 gallons

2. Multi-Family Residential Sewer Users (Per Unit)

0–3,355 gallons	\$38.89 minimum charge
3,356 gallons and over	\$11.59 per 1,000 gallons

B. Non-Residential Sewer Users

0–7,000 gallons	\$52.15 minimum charge
7,001 gallons and over	\$7.49 per 1,000 gallons

Section 2. Account Service Fees

Customers receiving Account Statements for Water and Sewer will be charged \$2.90 per month, while customers receiving Account Statements for only water or only sewer will be charged \$1.75 per month.

Section 3. Hardship Rates

SENIOR CITIZENS: Upon making written application on such forms as provided by the City Manager, a discount of \$10.00 monthly will be applied to any water bill exceeding 2,500 gallons per month in usage and in which the head of the household is 65 years of age or older. The applicant must also verify through their latest tax return that total household income is less than 125% of the City's Poverty Rate as determined by the US Census Bureau.

DISABLED: Upon making written application on such forms as provided by the City Manager, a discount of \$10.00 monthly will be applied to any water bill exceeding 2,500 gallons per month and in which the head of the household has been declared disabled by the US Social Security Administration or the US Department of Veterans Affairs. The applicant must also verify through their latest tax return that total household income is less than 125% of the City's Poverty Rate as determined by the US Census Bureau.

Section 4. One-Time Water Leak Adjustment

Upon repairing a leak, a customer may receive an adjustment to the water bill or bills (two consecutive months) that covered the time of the leak. The customer remains responsible for their regular bills reduced by the leak amount. The leak amount will be calculated by subtracting the average month usage of the last 3 months (or less if 3-month data unavailable) from the impacted bills (2 months maximum). It is important that the customer understands that the onetime leak adjustment is available for an account holder only one time. The customer must provide either a copy of the plumber bill or copies of receipts for the repair to be given the one-time water leak adjustment.

Only Single-Family Residential customers are eligible for the One Time Leak Adjustment Policy. It does not apply to Commercial accounts.

It is important to note that this adjustment **does not** apply to sewer billings for a leak that did **not go into the sewer**. If the water leaked prior to entering the sewer line, you can give the customer an adjustment for the sewer portion of the bill. You may adjust the bill back to the customer's normal sewer billing. A sewer credit can be issued once a year for a maximum of three consecutive months (this is to encourage the customer to make the necessary repairs). The type of customer (residential or commercial) is not relevant to determine if the customer is eligible for the sewer adjustment. All classes of customers are eligible for the sewer credit.

Section 5. Tampering and Disconnection Fees

Service that has been scheduled for disconnection or has been disconnected for non-payment of a utility bill will be restored only after the past month and current month bill is paid in full and a \$30.00 service charge paid.

Evidence of removing or damaging a lock that has been placed on a meter for non-payment of service will require the City of Flowery Branch to remove the meter from the service address. Service will be restored only after the past month and current month bill is paid in full, a \$50.00 tampering fee is paid in full, a \$20.00 lock replacement fee is paid in full and a \$ 30.00 service charge paid in full.

Evidence of tampering with a meter after service has been disconnected for non-payment of a utility bill will require the City of Flowery Branch to remove the meter from the service address. Service will be restored only after the past month and current month bill is paid in full, a \$50.00 tampering fee is paid in full and a \$ 30.00 service charge paid in full.

Section 6. Water Connection Fees.

WATER CONNECTION FEES **(Fees Are Per Connection)**

The Water Connection Fee includes the meter installation cost plus a System Development Charge (SDC) plus an administrative fee.

Meter installation cost will vary depending on water main location and size of meter as well as if installed by a developer or by Flowery Branch. Developers installing meters shall purchase meter from Flowery Branch and install on the water system to Flowery Branch specifications. The following schedule is for meters installed by Flowery Branch staff only.

Descriptions	Tap
3/4" Short	\$1,116
3/4" Long	\$1,429
1" Short	\$1,186
1" Long	\$1,500
2" Short	\$3,909
2" Long	\$4,217
3"	\$11,210
4"	\$12,338
6"	\$15,537

The System Development Charge for water service recovers the fair share value of system capacity being requested. The total gallons needed shall be based on typical peak day capacity needed to serve the development. The typical peak gallons shall be provided by a Professional Engineer or Architect registered in Georgia and approved by Flowery Branch. The cost for capacity (SDC) is \$4.78 per gallon.

Alternatively, the following schedule can be used for the Water SDC. A 92% Occupancy Factor is applied to multi-unit residential developments.

Meter Size (in inches)	Meter Equivalency Ratios	Water SDC	Admin	Total
Multiunit Master Meter with Sub-Meters	0.7	\$773	\$23	\$796
¾"	1	\$1,104	\$33	\$1,137
1"	2.5	\$2,760	\$50	\$2,810
1 1/2"	5	\$5,520	\$50	\$5,570
2"	8	\$8,832	\$50	\$8,882
3"	16	\$17,664	\$50	\$17,714
4"	25	\$27,600	\$50	\$27,650
6"	50	\$55,200	\$50	\$55,250
8"	80	\$88,320	\$50	\$88,370

Section 7. Sewer Connection/Capacity Fees.

SEWER CONNECTION/CAPACITY FEES **(Fees Are Per Connection)**

The Wastewater Connection Fee includes the System Development Charge (SDC) plus an administrative fee. The cost of installation of sewer connection is the responsibility of the developer/owner.

The System Development Charge for wastewater service recovers the fair share value of system capacity being requested. The total gallons needed shall be based on typical peak day capacity needed to serve the development. The typical peak gallons shall be provided by a Professional Engineer or Architect registered in Georgia and approved by Flowery Branch. The cost for capacity (SDC) is \$15.53 per gallon.

Alternatively, the following schedule can be used for the Wastewater SDC. A 92% Occupancy Factor is applied to multi-unit residential developments.

Water Meter Size (in inches)	Meter Equivalency Ratios	Wastewater SDC*	Admin**	Total
Multiunit Master Meter with Sub-Meters	0.7	\$1,932	\$36	\$1,968
¾"	1	\$2,760	\$50	\$2,810
1"	2.5	\$6,900	\$50	\$6,950
1 1/2"	5	\$13,800	\$50	\$13,850
2"	8	\$22,080	\$50	\$22,130
3"	16	\$44,160	\$50	\$44,210
4"	25	\$69,000	\$50	\$69,050
6"	50	\$138,000	\$50	\$138,050
8"	80	\$220,800	\$50	\$220,850

Non-Residential Temporary Sewer Users. The sewer connection/capacity fee for the temporary use of sewer service for up to 24 months shall be equal to 15% of the sewer SDC.

Section 8. Moratoriums. If new development is estimated to exceed the capacity of water supply or distribution system capacity or wastewater collection or treatment, the City of Flowery Branch may place a temporary moratorium on new development until such capacity is added. Such moratorium may be system-wide or to specific geographic locations of the service area depending on the situation. A separate ordinance will be voted on by City Council at the recommendation of the City Manager as to the time and scope of the moratorium.

Section 10. Landlord Agreement. Landlords may request continuous water service for newly unoccupied rental units by using the latest landlord agreement form provided by the Water/Wastewater Department. A deposit fee of \$120 will be charged each time when the account is re-established in the Landlord's name at the time that a tenant requests service disconnection OR tenant account is closed for non-payment and service is transferred to the landlord. The landlord will be responsible for all billed water volume and monthly fees of the unoccupied rental unit during this time.

Each time a new tenant applies for service for any of the service addresses listed on the landlord agreement form said account will be final billed. However, should the landlord for any reason, request that the water service be disconnected once the agreement is established and no tenant has applied for water/sewer service, the appropriate charges will be billed, and this agreement will be null and void.

Landlord's requesting to participate in this agreement must have a good payment history. The Landlord's deposit will remain on the account until the Landlord requests the

account be taken off of Landlord status and the account is closed. If any accounts on this agreement fall into delinquent status, this agreement will be considered null and void.

Section 11. Flowery Branch Sewer Customers on Gainesville Water System.

Customers utilizing the Flowery Branch sewer but receive water service from the City of Gainesville shall be billed directly by the City of Gainesville using the following schedule. Please note, all units of sewage are billed based on the water meter reading and are in 100 cubic feet (CCF). There are approximately 748 gallons in 1 CCF.

Gainesville-Flowery Branch Sewer			
	Inside City		
	Base	Unit (CCF)	Note
Residential	\$7.51	\$6.18	no volume in base
Multi-Family	\$7.51	\$4.19	no volume in base
Commercial	\$7.51	\$4.19	no volume in base
Industrial	\$7.51	\$4.19	no volume in base
	Outside City		
	Base	Unit (CCF)	
Residential	\$9.28	\$8.30	no volume in base
Multi-Family	\$9.28	\$8.64	no volume in base
Commercial	\$9.28	\$5.58	no volume in base
Industrial	\$9.28	\$5.58	no volume in base

Section 12. Miscellaneous Fees. The following are additional fees for specific services provided by Flowery Branch.

\$120 for Water and Sewer Deposit Fee – This is charged for new application for water and sewer service. The deposit will be used for the final bill and balance refunded to a customer.

\$65 for Sewer Only Deposit Fee – This is charged for new application for sewer only service. The deposit will be used for the final bill and balance refunded to a customer.

\$60 admin fee for new service applications – The administrative cost of establishing an account and turning on the water meter.

\$60 cut off fee – The administrative cost of closing an account and turning off the water meter. This applies to all accounts 30 days past due.

\$30.00 Return Check Fee – A fee will be charged on checks or bank drafts returned for any reason, and water service may be subject to disconnect.

Section 12. Debt Collections. Accounts that are not fully paid after 90 days shall be turned over to a collection agency for processing. An additional service fee of may be applied to cover the cost of collection agency.

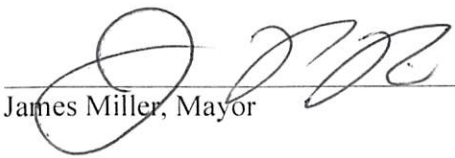
Section 13. Repeal of Conflicting Resolutions. Any part of any prior resolutions in conflict with the terms of this Resolution, are hereby repealed to the extent of the conflict; but it is hereby provided, that any resolution, ordinance or law which may be applicable hereto and aid in carrying out and making effective the intent, purpose and provisions hereof, is hereby adopted as a part hereof and shall be legally construed to be in favor of upholding this Resolution on behalf of the City of Flowery Branch.

Section 14. Severability. If any paragraph, subparagraph, sentence, clause, phrase or any portion of this Resolution shall be declared invalid or unconstitutional by any court or

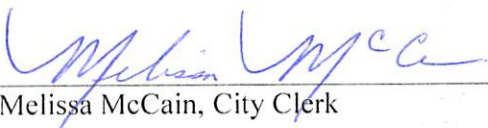
competent jurisdiction or if the provisions of any part of this Resolution as applied to any particular situation or set of circumstance shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Resolution not so held to be invalid, or the application of the Resolution to other circumstances no so held to be invalid. It is hereby declared to be the intent of the City Council of the City of Flowery Branch to provide for separate and divisible parts, and it does hereby adopt all parts hereof as may not be held invalid for any reason.

Section 15. Effective Date. This Resolution shall become effective the date of October 18, 2019 once it is adopted by the Council of the City of Flowery Branch.

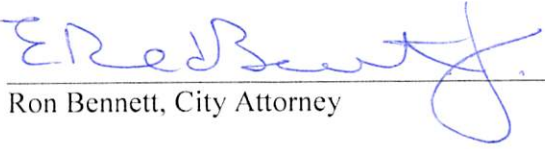
SO, RESOLVED this 17th day of October 2019.


James Miller, Mayor

ATTEST:


Melissa McCain, City Clerk

APPROVED AS TO FORM:


Ron Bennett, City Attorney



FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Resolution 20-020 for Water Sewer Rate Changes effective August 20, 2020
(September billing)

DATE: July 28, 2020

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

(X)RECOMMENDATION
() POLICY DISCUSSION
() STATUS REPORT
() OTHER

COUNCIL ACTION REQUESTED ON: August 20, 2020

PURPOSE:

To change water sewer rates and connection fee rates to meet the current needs for the City.

HISTORY:

Nelsnick Enterprises, Inc has been working with the City over the past couple of years analyzing our water sewer capital improvement plan (CIP) and water sewer rates in relation to the CIP plan. On November 2, 2017, Nelsnick presented the CIP plan and recommended water sewer rate increases over the next 5 years based on infrastructure improvements needed in our system. The last rate change took effect with Resolution 19-014, approved October 18, 2019. Prior years increases were approved on December 7, 2018, and November 2, 2017. Before 2017, there were no increases to the rates since 2014. However, in the spring of 2018 it became apparent we needed to reevaluate the CIP plan due to various new developments coming to the area and more stress on the current system. This year, the rate changes also include a new format for charges; lowering the cost to the low usage customers and reallocating the costs to the appropriate levels of service used. The new plan information is attached.

FACTS AND ISSUES:

The current water sewer capital infrastructure needs are increasing as our City continues to grow. The City needed to develop a CIP plan for water sewer infrastructure to remain compliant with EPD regulations and to meet the demands of our growing City. The need for these rate changes is an important contribution to this plan. For this year, a rate structure change is being recommended to address zero volume customers due to COVID-19 impact. The prior resolution 19-014 is attached for reference to compare to the proposed resolution 20-020.

Water				Wastewater			
Inside City							
Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-1000	7.11	Base Charge	7.00	Base Charge	5.51	Base Charge	7.00
1001-2500	17.79	0-2500	5.60	All	8.30	All	8.93
2501-4500	32.01	2501-4500	7.00				
4501 - 7500	8.89	4501 and above	11.20				
7501 and above	10.67						
Multifamily							
Volume	FY20	Range * Units	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-3355	23.86	Base Charge	7.00	0-3355	29.22	Base Charge	7.00
		0-2500	5.60	3356 and above	5.63	All	7.25
3356-7500	8.89	2501-4500	7.00				
7501 and above	10.67	4501 and above	11.20				

Non-Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-7000	32.01	Base Charge	14.00	0-7000	39.27	Base Charge	14.00
		0-4500	4.95	7001 and above	5.63	All	6.10
7000-60,000	5.72	4501-60,000	6.19				
60,001 and above	6.88	60,001 and above	7.43				

OPTIONS:

Approve the resolution to change water sewer rates or table for further discussion.

RECOMMENDED SAMPLE MOTION:

I make a motion adopt resolution 20-020 for implementation of Water Sewer Rate Changes effective August 20, 2020 (September billing).

DEPARTMENT: Administration

Prepared by: Alisha Gamble

RESOLUTION NO. 20-020

A RESOLUTION ESTABLISHING THE USE RATES FOR WATER AND SEWER SERVICE'S, THE CONNECTION FEES FOR WATER SERVICE AND THE CONNECTION/CAPACITY FEES FOR SEWER SERVICE

WHEREAS, the City of Flowery Branch is authorized by Art. IX, §II, ¶ III of the Constitution of the State of Georgia, O.C.G.A. § 36-35-3 and Art. VI, § 6.6 of the Charter of the City of Flowery Branch to assess and collect fees, charges and tolls for sewer, sanitary, health services or any other services within and without the corporate limits of the city for the total cost to the city of providing such services; and

WHEREAS, Ordinance No. 100-F authorizes the City Council of the City of Flowery Branch to set the rates for water and sewer services, connection fees for water service and connection/capacity fees for sewer service by resolution.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Flowery Branch that the rates for water and sewer services, the connection/capacity fees for water service and the connection/capacity fees for sewer service shall be as follows:

Section 1 - Water and Sewer Services Rates

Section 1.1 Within the Corporate Limits – Customers whose service address is within the city limits of Flowery Branch will be charged the inside city rates, fees, and charges.

Section 1.2 Water System Monthly Charges – Customers shall pay a monthly base charge for maintenance and renewal of capacity of the water system. Additionally, an account servicing fee of \$1.75 shall be charged for meter reading, billing, and customer service costs regardless of meter size. The following table provides the monthly charges based on meter size. *The account servicing fee is only charged once for customers with both water and wastewater services.*

Inside City Residential Water Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$7.00	\$1.75	\$8.75
1"	\$17.50	\$1.75	\$19.25
1 1/2"	\$35.00	\$1.75	\$36.75
2"	\$56.00	\$1.75	\$57.75
3"	\$112.00	\$1.75	\$113.75
4"	\$175.00	\$1.75	\$176.75
6"	\$350.00	\$1.75	\$351.75
8"	\$560.00	\$1.75	\$561.75

Inside City Non-Residential Water Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$14.00	\$1.75	\$15.75
1"	\$35.00	\$1.75	\$36.75
1 1/2"	\$70.00	\$1.75	\$71.75
2"	\$112.00	\$1.75	\$113.75
3"	\$224.00	\$1.75	\$225.75
4"	\$350.00	\$1.75	\$351.75
6"	\$700.00	\$1.75	\$701.75
8"	\$1,120.00	\$1.75	\$1,121.75

Section 1.3 Multi-unit development monthly charges - Water customers in multi-unit developments shall pay the above base charge and account servicing fee for each meter individually read and billed by Flowery Branch or if applicable the property management or owner of the multi-unit development shall pay the base charge and account servicing fee for each master meter read and billed by Flowery Branch. Property management or owner of multi-unit developments served by master meters are responsible for billing the individual units per State law requirements.

Section 1.4 Water System Commodity Charges – Customers shall pay for all water metered using an increasing block rate structure (conservation-based rate structure) based on the following customer classes:

Section 1.4.1 Single-Family Residential (SFR) Water Users – Customers that primary water use for a single-family detached home.

SFR Inside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500	\$5.60
Tier 2	2,501 - 4,500	\$7.56
Tier 3	Above 4,500	\$11.20

Section 1.4.2 Multi-Family Residential (MFR) Water Users – Customers that primary water use is for a single unit of a multi-unit residential complex and is read directly by Flowery Branch staff.

MFR Inside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500	\$5.60
Tier 2	2,501 - 4,500	\$7.56
Tier 3	Above 4,500	\$11.20

Section 1.4.3 Multi-Family Residential Water Users (master-metered) –

Customers that primary water use is for a multi-unit residential complex served by a master meter. Flowery Branch shall bill the master meter only with the invoice allocated to the individual units by the property management per State law requirements. The Tier volume range will be the SFR Tier ranges multiplied by the number of units served by the master meter.

MFR Inside City Water Volume Charges (Master-metered)

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500 x number of units	\$5.60
Tier 2	2,501 - 4,500 x number of units	\$7.56
Tier 3	Above 4,500 x number of units	\$11.20

Section 1.4.4 Non-Residential (NR) Water Users – All other uses not provided above and typically includes industrial, commercial, office, hotels and motels and other uses not dedicated for long-term residential domicile.

NR Inside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 4,500	\$4.95
Tier 2	4,501 - 60,000	\$6.19
Tier 3	Above 60,000	\$7.43

Section 1.5 Wastewater System Monthly Charges – Customers shall pay a monthly base charge for maintenance and renewal of capacity of the wastewater system. Additionally, an account servicing fee of **\$1.75** shall be charged for meter reading, billing, and customer service costs regardless of meter size. The following table provides the monthly charges based on water meter size. *The account servicing fee is only charged once for customers with both water and wastewater services.*

Inside City Residential Wastewater Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$7.00	\$1.75	\$8.75
1"	\$17.50	\$1.75	\$19.25
1 1/2"	\$35.00	\$1.75	\$36.75
2"	\$56.00	\$1.75	\$57.75
3"	\$112.00	\$1.75	\$113.75
4"	\$175.00	\$1.75	\$176.75
6"	\$350.00	\$1.75	\$351.75
8"	\$560.00	\$1.75	\$561.75

Inside City Non-Residential Wastewater Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$14.00	\$1.75	\$15.75
1"	\$35.00	\$1.75	\$36.75
1 1/2"	\$70.00	\$1.75	\$71.75
2"	\$112.00	\$1.75	\$113.75
3"	\$224.00	\$1.75	\$225.75
4"	\$350.00	\$1.75	\$351.75
6"	\$700.00	\$1.75	\$701.75
8"	\$1,120.00	\$1.75	\$1,121.75

Section 1.6 Multi-unit development monthly charges - Wastewater customers in multi-unit developments shall pay the above base charge and account servicing fee for each water meter individually read and billed by Flowery Branch or if applicable the property management or owner of the multi-unit development shall pay the base charge and account servicing fee for each master meter read and billed by Flowery Branch. Property management or owner of multi-unit developments served by master meters are responsible for billing the individual units per State law requirements.

Section 1.7 Wastewater System Commodity Charges – Customers shall pay for all wastewater based on water metered using a uniform rate structure for all customer.

Inside City Single-Family Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$8.93

Inside City Multi-Family Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$7.25

Inside City Non-Residential Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$6.10

Section 1.8 Outside the Corporate Limits – Customers whose service address is outside the city limits of Flowery Branch will be charged the outside city rates, fees, and charges. The outside city rates reflect the additional cost in serving outside customer including additional pumping cost, travel, and risks associated with serving outside jurisdictional customer.

Section 1.9 Water System Monthly Charges – Customers shall pay a monthly base charge for maintenance and renewal of capacity of the water system. Additionally, an account servicing fee of **\$1.75** shall be charged for meter reading, billing, and customer service costs regardless of meter size. The following table provides the monthly charges based on meter size. *The account servicing fee is only charged once for customers with both water and wastewater services.*

Outside City Residential Water Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$8.75	\$1.75	\$10.50
1"	\$21.88	\$1.75	\$23.63
1 1/2"	\$43.75	\$1.75	\$45.50
2"	\$70.00	\$1.75	\$71.75
3"	\$140.00	\$1.75	\$141.75
4"	\$218.75	\$1.75	\$220.50
6"	\$437.50	\$1.75	\$439.25
8"	\$700.00	\$1.75	\$701.75

Outside City Non-Residential Water Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$17.50	\$1.75	\$19.25
1"	\$43.75	\$1.75	\$45.50
1 1/2"	\$87.50	\$1.75	\$89.25
2"	\$140.00	\$1.75	\$141.75
3"	\$280.00	\$1.75	\$281.75
4"	\$437.50	\$1.75	\$439.25
6"	\$875.00	\$1.75	\$876.75
8"	\$1,400.00	\$1.75	\$1,401.75

Section 1.10 Multi-unit development monthly charges - Water customers in multi-unit developments shall pay the above base charge and account servicing fee for each meter individually read and billed by Flowery Branch or if applicable the property management or owner of the multi-unit development shall pay the base charge and account servicing fee for each master meter read and billed by Flowery Branch. Property management or owner of multi-unit developments served by master meters are responsible for billing the individual units per

State law requirements.

Section 1.11 Water System Commodity Charges – Customers shall pay for all water metered using an increasing block rate structure (conservation-based rate structure) based on the following customer classes.

Section 1.11.1 Single- Family Residential (SFR) Water Users – Customers that primary water use for a single-family detached home.

SFR Outside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500	\$7.00
Tier 2	2,501 - 4,500	\$8.75
Tier 3	Above 4,500	\$14.00

Section 1.11.2 Multi-Family Residential (MFR) Water Users – Customers that primary water use is for a single unit of a multi-unit residential complex and is read directly by Flowery Branch staff.

MFR Outside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500	\$7.00
Tier 2	2,501 - 4,500	\$8.75
Tier 3	Above 4,500	\$14.00

Section 1.11.3 Multi-Family Residential Water Users – Customers that primary water use is for a multi-unit residential complex served by a master meter. Flowery Branch shall bill the master meter only with the invoice allocated to the individual units by the property management per State law requirements. The Tier volume range will be the SFR Tier ranges multiplied by the number of units served by the master meter.

MFR Outside City Water Volume Charges (Master-metered)

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500 x number of units	\$7.00
Tier 2	2,501 - 4,500 x number of units	\$8.75
Tier 3	Above 4,500 x number of units	\$14.00

Section 1.11.4 Non-Residential (NR) Water Users – All other uses not provided above and typically includes industrial, commercial, office, hotels and motels and other uses not dedicated for long-term residential domicile.

NR Outside City Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 4,500	\$6.19
Tier 2	4,501 - 60,000	\$7.74
Tier 3	Above 60,000	\$9.29

Section 1.12 Wastewater System Monthly Charges – Customers shall pay a monthly base charge for maintenance and renewal of capacity of the wastewater system. Additionally, an account servicing fee of **\$1.75** shall be charged for meter reading, billing, and customer service costs regardless of meter size. The following table provides the monthly charges based on water meter size. *The account servicing fee is only charged once for customers with both water and wastewater services.*

Outside City Residential Wastewater Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$8.75	\$1.75	\$10.50
1"	\$21.88	\$1.75	\$23.63
1 1/2"	\$43.75	\$1.75	\$45.50
2"	\$70.00	\$1.75	\$71.75
3"	\$140.00	\$1.75	\$141.75
4"	\$218.75	\$1.75	\$220.50
6"	\$437.50	\$1.75	\$439.25
8"	\$700.00	\$1.75	\$701.75

Outside City Non-Residential Wastewater Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$17.50	\$1.75	\$19.25
1"	\$54.69	\$1.75	\$56.44
1 1/2"	\$109.38	\$1.75	\$111.13
2"	\$175.00	\$1.75	\$176.75
3"	\$350.00	\$1.75	\$351.75
4"	\$546.88	\$1.75	\$548.63
6"	\$1,093.75	\$1.75	\$1,095.50
8"	\$1,400.00	\$1.75	\$1,401.75

Section 1.13 Multi-unit development monthly charges - Wastewater customers in multi-unit developments shall pay the above base charge and account servicing fee for each water meter individually read and billed by Flowery Branch or if applicable the property management or owner of the multi-unit development shall pay the base charge and account servicing fee for each master meter read and billed by Flowery Branch. Property management or owner of multi-unit developments served by master meters are responsible for billing the individual units per State law requirements.

Section 1.14 Wastewater System Commodity Charges – Customers shall pay wastewater volume based on water metered using a uniform rate structure for all customers.

Outside City Single-Family Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$11.16

Outside City Multi-Family Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$9.06

Outside City Non-Residential Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$7.62

Section 1.15 Irrigation Meters Unit Charges – Inside City Customers shall pay the Inside City SFR Tier 3 volume rate for all water metered through an irrigation meter. Outside City Customers shall pay the Outside City SFR Tier 3 volume rate for all water metered through an irrigation meter.

Section 2 Gainesville Water System Customers Wastewater Charges

Customers utilizing the Flower Branch sewer system but receiving water service from the City of Gainesville shall be billed directly by the City of Gainesville using the following schedule. Please note, all units of sewage are billed based on the water meter reading and are in 100 cubic feet (CCF). There are approximately 748 gallons in 1 CCF.

Gainesville-Flowery Branch Sewer			
Inside City			
Description	Base	Unit (CCF)	Note
Residential	\$8.00	\$6.75	no volume in base
Multi-Family	\$8.00	\$6.75	no volume in base
Commercial	\$8.00	\$6.75	no volume in base
Industrial	\$8.00	\$6.75	no volume in base
Outside City			
Description	Base	Unit (CCF)	Note
Residential	\$9.00	\$8.30	no volume in base
Multi-Family	\$9.00	\$8.30	no volume in base
Commercial	\$9.00	\$8.30	no volume in base
Industrial	\$9.00	\$8.30	no volume in base

Section 3 Hardship Rates

SENIOR CITIZENS: Upon making written application on such forms as provided by the City Manager, customers billed directly by Flowery Branch may receive a discount of \$5.00 for water service and \$5.00 for wastewater service provided by Flowery Branch applied monthly to residential accounts in which the head of the household is 65 years of age or older. The applicant must also verify through their latest tax return that total household income is less than 125% of the City's Poverty Rate as determined by the US Census Bureau. The discount will be applied for up to two years for accounts that remain in good standing. Prior to expiration an account holder may apply for a two-year extension.

This discount may be provided to multi-family properties billed by Flowery Branch on a per unit basis provided each eligible owner/renter submits and maintains an application and that the discount is provided directly to eligible participants by the property management.

DISABLED: Upon making written application on such forms as provided by the City Manager, customers billed directly by Flowery Branch may receive a discount of \$5.00 for water service and \$5.00 for wastewater service provided by Flowery Branch applied monthly to residential accounts in which the head of the household has been declared disabled by the US Social Security Administration or the US Department of Veterans Affairs. The applicant must also verify through their latest tax return that total household income is less than 125% of the City's Poverty Rate as determined by the US Census Bureau. The discount will be applied for up to two years for accounts that remain in good standing. Prior to expiration an account holder may apply for a two-year extension.

This discount may be provided to multi-family properties billed by Flowery Branch on a per unit basis provided each eligible owner/renter submits and maintains an application and that the discount is provided directly to eligible participants by the property management.

Section 4 One-Time Water Leak Adjustment

Upon repairing a leak, a customer may receive an adjustment to the water bill or bills (two consecutive months) that covered the time of the leak. The customer remains responsible for their regular bills reduced by the leak amount. The leak amount will be calculated by subtracting the average month usage of the last 3 months (or less if 3-month data unavailable) from the impacted bills (2 months maximum). It is important that the customer understands that the onetime leak adjustment is available for an account holder only one time. The customer must provide either a copy of the plumber bill or copies of receipts for the repair to be given the one-time water leak adjustment.

Only Single-Family Residential customers are eligible for the One Time Leak Adjustment Policy. It does not apply to Commercial accounts.

It is important to note that the one-time water leak adjustment limit **does not** apply to sewer billings for a leak that did **not go into the sewer**. If the water leaked prior to entering the sewer line, you can give the customer an adjustment for the sewer portion of the bill. You may adjust the bill back to the customer's normal sewer billing. A sewer credit can be issued once a year for a maximum of three consecutive months (this is to encourage the customer to make the necessary repairs). The type of customer (residential or commercial) is not relevant to determine if the customer is eligible for the sewer adjustment. All classes of customers are eligible for the sewer credit.

Section 5 Tampering and Disconnection Fees

Service that has been scheduled for disconnection or has been disconnected for non-payment of a utility bill or evidence of meter tampering will be restored only after the past month and current month bill is paid in full and a \$30.00 (disconnection fee) service charge paid. A lock will be placed on the meter until the account is paid in full. Additionally, if the meter is damaged due to tampering, the cost of installing a new meter will be charged (See meter set fee later in ordinance).

Evidence of removing or damaging a lock that has been placed on a meter for non-payment of service will require the City of Flowery Branch to remove the meter from the service address. Service will be restored only after the past month and current month bill is paid in full, a \$50.00 tampering fee is paid in full, a \$20.00 lock replacement fee is paid in full and a \$30.00 (disconnection fee) service charge paid in full. Additionally, if the meter is damaged due to tampering, the cost of installing a new meter will be charged (See meter set fee later in ordinance).

Section 6 Water Connection Fees.

The Water Connection Fee includes four components as follow:

- 1) Tap Fee - the cost of tapping into the water main and providing a service main and meter box,
- 2) Meter Set Fee - the meter installation cost including backflow protection and data transmitter,
- 3) System Development Charge (SDC) – the fair share cost of infrastructure including system pipe size, elevated storage, water supply/treatment and pumping to provide peak day water capacity based on requested water capacity or by meter size, and
- 4) Administrative fee – to recover cost for customer service and tracking information related to the service connection.

Section 6.1 Tapping and Meter Set Fees - The water connection installation fee recovers the cost of labor, materials, and equipment for providing a connection from the water main to the property boundary including the cost of the meter box/vault. **This differs from the SDC in the next section which recovers the fair share cost of the distribution and treatment facilities based on requested capacity.** The meter set fee recovers the cost of labor, materials, and equipment for providing the meter, backflow, and data transmitter. Tapping Fees and Meter Set Fees apply to all connections performed by Flowery Branch staff including the installation of master meters, direct service to individual units, and irrigation meters. Developers that install the tap and meter box to Flowery Branch specifications shall only pay the meter set fee. Developers that purchase meters/backflow and transmitter from Flowery Branch and install meter shall only pay the cost of materials.

Water Connection Installation Fee

Descriptions	Tap Fee	Meter Set Fee	Total
3/4" Short	\$693	\$580	\$1,273
1" Short	\$593	\$750	\$1,343
2" and larger	At Cost	At Cost	At Cost

Section 6.2 System Development Charge and Admin Fee - The System Development Charge for water service recovers the fair share value of system capacity being requested. The total gallons needed shall be based on typical peak day capacity needed to serve the development. The following schedule can be used for the Water SDC and Administration Fee. Attached multi-unit developments typically use less water than detached units. A 70% factor is applied to the SDC to account for this reduced water use and vacancy rates. This is already included in the chart below under the capacity ratios column. The capacity ratio is a factor applied to a typical ¾" meter based on the American Water Works Association (AWWA) flow capacity. Based on the latest connection fee study, a single-family home using a ¾" meter will use **231.2** gallons for a typical peak day. Therefore, an equivalent dwelling unit (EDU) is considered to require 231.2 gallons of capacity from the water distribution and treatment plant.

An administrative fee to recover the cost of application/plan review, customer service, data collection/tracking and SDC calculation is added per dwelling unit or business unit. The admin fee is **\$23** for multi-family attached developments for each unit, **\$33** for ¾" detached developments and multi-unit commercial developments and **\$50** for developments (detached or attached) requiring a meter 1" or larger. The SDC and admin fee is charged for each unit in the

development.

Water Connection System Development Charge and Admin Fee

Meter Size (in inches)	Capacity Ratios	Water SDC	Admin	Total
3/4" Meters used in Multiunit Attached Developments	0.7	\$773	\$23	\$796
¾" Detached Single Family and individual businesses	1	\$1,104	\$33	\$1,137
1"	2.5	\$2,760	\$50	\$2,810
1 1/2"	5	\$5,520	\$50	\$5,570
2"	8	\$8,832	\$50	\$8,882
3"	16	\$17,664	\$50	\$17,714
4"	25	\$27,600	\$50	\$27,650
6"	50	\$55,200	\$50	\$55,250
8"	80	\$88,320	\$50	\$88,370

Section 6.3 Irrigation Meters - A ¾" irrigation meter will use approximately 600 gallons per application assuming 30 minutes and 20 gallons per minute (¾" meter) or over twice the single-family home domestic meter, as such, an irrigation meter shall be charged an SDC two times the SDC rate of a non-irrigation meter of equivalent size. i.e. the SDC for a 1" irrigation meter would be 2 X \$2,760 = \$5520 plus any installation costs (labor, equipment and materials). No administrative fee would be applied to an irrigation meter for existing or new non-irrigation customer connections. To encourage water conservation, residential units are prohibited to have an irrigation meter with all water metered being charged the appropriate water Tiered rate plus if applicable sewer unit charges.

Water Irrigation Meter System Development Charge

Irrigation Meter Size (in inches)	Capacity Ratio	Water SDC	Total
3/4"	2	\$1,104 x 2	\$2,208
1"	5	\$2,760 x 2	\$5,520
1 1/2"	10	\$5,520 x 2	\$11,040
2"	16	\$8,832 x 2	\$17,664
3"	32	\$17,664 x 2	\$35,328
4"	50	\$27,600 x 2	\$55,200
6"	100	\$55,200 x 2	\$110,400
8"	160	\$88,320 x 2	\$176,640

Section 6.4 Multi-unit Development served by a master-meter - Multi-unit developments that install sub-metering¹ to individual units shall provide connection to the Flowery Branch water system and meter boxes per Flowery Branch specification for each master meter required to serve the development. Developer shall only pay the meter set fees for the master meters, and SDC and admin fees for each sub-metered unit. The meter set fee will be based on meter size of the master meters installed by Flowery Branch and include labor, materials and equipment associated with the meter, backflow protection and data transmitter as applicable (see Section 6.1). The SDC and Admin fee will be based on the sub-meter size based on the following table.

Water System Development Charge and Admin Fee (Master-metered)

Sub-meter Size	Meter Equivalency Ratios	SDC	Admin	Total
3/4" or smaller Attached Units	0.7	\$773	\$23	\$796 x # of units
3/4" Single Family/Business Detached	1	\$1,104	\$33	\$1,137 x # of units
1"	2.5	\$2,760	\$50	\$2,810 x # of units
1 1/2"	5	\$5,520	\$50	\$5,570 x # of units
2"	8	\$8,832	\$50	\$8,882 x # of units
3"	16	\$17,664	\$50	\$17,714 x # of units
4"	25	\$27,600	\$50	\$27,650 x # of units
6"	50	\$55,200	\$50	\$55,250 x # of units
8"	80	\$88,320	\$50	\$88,370 x # of units

Section 6.5 Mixed Use/Special Developments - Each use in a development that has a mixture of attached and detached units and/or residential and non-residential uses and/or use of master-metering shall identify the number of units by type and apply the appropriate schedules. In the event that the developer requires a different capacity other than provided in the SDC tables, the typical peak day gallons shall be provided by a Professional Engineer or Architect registered in Georgia. This capacity needs calculation and methodology shall be approved by Flowery Branch engineering staff or consultant for reasonableness. The cost for capacity (SDC) is **\$4.78** per peak day gallon plus the appropriate admin fees by meter size for each unit. **The service main and/or meter size capacity to the Flowery Branch water system shall not exceed the requested capacity.**

Section 6.6 Connections for Fire Suppression – Any building requiring fire suppression/sprinklers shall pay for the capacity based on the pipe diameter size using the capacity ratios and multiplying by the ¾" water system development charge. Developers that provide public access fire hydrants within their development and dedicate to the City of Flowery Branch shall be exempt from the Fire Suppression System Development Charge.

¹ Georgia state law now requires all new multi-unit developments to individually meter each unit within the development. Water charges based on the master meter are to be fairly allocated to the individual units based on usage. Flowery Branch shall only be responsible for billing at the master meter level.

Section 6.7 Example Situation

Section 6.7.1 Single Family ¾" water meter installed by Flowery Branch staff

The owner/developer will pay \$1,273 for the Tap and Meter Set fees and \$1,137 for the SDC and admin fee or a total of \$2,410.

Section 6.7.2 Single Family detached Subdivision with ¾" water meter installed by Flowery Branch staff and developer providing water tap and meter box for 25 homes. Also, a 1" irrigation meter is requested to be installed by Flowery Branch for a common area to be the responsibility of a homeowners association.

The owner/developer will pay \$580 in Meter Set fees and \$1,137 in SDC and admin fees for each home or 25 x 1,717 a total of \$42,925. The irrigation meter would be \$5,520 plus any installation costs performed by Flowery Branch. Please note; irrigation meters are prohibited to single family dwellings to promote water conservation but are available for non-residential entities that would be responsible for billing.

Section 6.7.3 Multiunit development served by two 2" master meters for two 5-unit condo buildings with each unit sub-metered. Also, an addition 1" meter is installed by the developer for a clubhouse to be the responsibility of a homeowner's association.

The owner/developer will pay Meter Set fees for each master meter at cost. The owner/developer will also pay \$796 in SDC and admin fees for each unit or 10 x \$796 or a total of \$7,960. The 1" clubhouse meter installed by the developer purchased at-cost from Flowery Branch will add \$2,810 to the total fee.

Section 7 Sewer Connection/Capacity Fees

The Wastewater Connection Fee includes two components as follows:

- 1) System Development Charge (SDC) – the fair share cost of infrastructure including system pipe size, lift stations and treatment to provide peak day sewer capacity based on requested flow capacity or water meter size, and
- 2) Administrative fee – to recover cost for customer service and tracking information related to the service connection.

The cost of installation of the sewer connection is the responsibility of the developer/owner.

Section 7.1 System Development Charge and Admin Fee - The System Development Charge for wastewater service recovers the fair share value of system capacity being requested. The total gallons needed shall be based on typical peak day capacity needed to serve the development. The following schedule can be used for the Wastewater SDC and Administration Fee. Attached multiunit developments typically use less water than detached units. A 90% factor is applied to the SDC to account for this reduced water use and vacancy rates. This is already included in the chart below under the capacity ratios column. The capacity ratio is a factor applied to a typical $\frac{3}{4}$ " meter based on the American Water Works Association (AWWA) flow capacity. Based on the latest connection fee study, a single-family home using a $\frac{3}{4}$ " meter will return **180.3** gallons of wastewater to Flowery Branch for a typical peak day. Therefore, an equivalent dwelling unit (EDU) is considered to require 180.3 gallons of capacity from the wastewater collection and treatment plant.

An administrative fee to recover the cost of application/plan review, customer service, data collection/tracking and SDC calculation is added per dwelling unit or business unit. The admin fee is **\$36** for multi-family attached developments for each unit, **\$50** for $\frac{3}{4}$ " detached developments and multi-unit non-residential developments and **\$50** for developments (detached or attached) requiring a meter 1" or larger. The SDC and admin fee is charged for each unit in the development

Wastewater Connection System Development Charge and Admin Fee

Water Meter Size* (in inches)	Meter Equivalency Ratios	Wastewater SDC	Admin	Total
3/4" Meters used in Multiunit Attached Developments	0.7	\$1,932	\$36	\$1,968
3/4" Detached Single Family and individual businesses	1	\$2,760	\$50	\$2,810
1"	2.5	\$6,900	\$50	\$6,950
1 1/2"	5	\$13,800	\$50	\$13,850
2"	8	\$22,080	\$50	\$22,130
3"	16	\$44,160	\$50	\$44,210
4"	25	\$69,000	\$50	\$69,050
6"	50	\$138,000	\$50	\$138,050
8"	80	\$220,800	\$50	\$220,850

*Irrigation meters should be excluded from capacity requests and system development charges.

Section 7.2 Mixed Use/Special Developments - Each use in a development that has a mixture of attached and detached units and/or residential and non-residential uses and/or use of master-metering shall identify the number of units by type and apply the appropriate SDC schedule. In the event that the developer requires a different capacity other than provided in the SDC schedules, the typical peak day gallons shall be provided by a Professional Engineer or Architect registered in Georgia. This capacity needs calculation and methodology shall be approved by Flowery Branch engineering staff and/or consultant for reasonableness. The cost for wastewater capacity (SDC) is **\$15.53** per peak day gallon plus the appropriate admin fees by meter size for each unit.

Section 8. Oakwood Sewer. Gainesville water customers with City of Oakwood sewer service with treatment provided by Flowery Branch shall be billed for wastewater at 100% of water metered. The billed volume is provided by the Gainesville Department of Water Resources at \$1.00 per month per account. The billed amount is collected by Flowery Branch and a share is provided to the City of Oakwood for sewer service. Customers seeking Oakwood sewer service will pay any connection related fees directly to the City of Oakwood. Customers should contact the City of Oakwood for latest rates, fees and charges related to this sewer service.

Section 9. Moratoriums. If new development is estimated to exceed the capacity of water supply or distribution system capacity or wastewater collection or treatment, the City of Flowery Branch may place a temporary moratorium on new development until such capacity is added. Such moratorium may be system-wide or to specific geographic locations of the service area depending on the situation. A separate ordinance will be voted on by City Council at the recommendation of the City Manager as to the time and scope of the moratorium.

Section 10. Landlord Agreement. Landlords may request continuous water service for newly unoccupied rental units by using the latest landlord agreement form provided by the Water/Wastewater Department. A turn-on fee of **\$30** will be charged each time when the account is re-established in the Landlord's name at the time that a tenant requests service disconnection OR tenant account is closed for non-payment and service is transferred to the landlord. The landlord will be responsible for all billed water volume and monthly fees of the unoccupied rental unit during this time. A **\$60** administration fee and refundable deposit of **\$120** per rental unit shall be required for the duration of the landlord agreement. The maximum deposit shall not exceed **\$1,080**.

Each time a new tenant applies for service for any of the service addresses listed on the landlord agreement form said account will be final billed. However, should the landlord for any reason, request that the water service be disconnected once the agreement is established and no tenant has applied for water/sewer service, the appropriate charges will be billed, and this agreement will be null and void.

Landlord's requesting to participate in this agreement must have a good payment history. The Landlord's deposit will remain on the account until the Landlord requests the account be taken off of Landlord status and the account is closed. If any accounts on this agreement fall into delinquent status, this agreement will be considered null and void.

Section 12. Miscellaneous Fees. The following are additional fees for specific services provided by Flowery Branch.

- **\$120 for Water and Sewer Deposit Fee** – This is charged for new application for water and sewer service. The deposit will be used for the final bill and any

- potential balance refunded to a customer.
- \$65 for Sewer Only Deposit Fee – This is charged for new application for sewer only service. The deposit will be used for the final bill and any potential balance refunded to a customer.
- \$60 admin fee for new service applications – The administrative cost of establishing an account and turning on the water meter.
- \$60 cut off fee – The administrative cost of closing an account and turning off the water meter. This applies to all accounts 30 days past due.
- \$30.00 Return Check Fee – A fee will be charged on checks or bank drafts returned for any reason, and water service may be subject to disconnect.
- \$30 turn-on fee – This fee is charged to turn the water service on for existing connections.
- Sewer Inspection Fee – TBD
- Water Inspection Fee – TBD

Section 13. Debt Collections. Accounts that are not fully paid after 90 days shall be turned over to a collection agency for processing. An additional service fee of may be applied to cover the cost of collection agency.

Section 13. Repeal of Conflicting Resolutions. Any part of any prior resolutions in conflict with the terms of this Resolution, are hereby repealed to the extent of the conflict; but it is hereby provided, that any resolution, ordinance or law which may be applicable hereto and aid in carrying out and making effective the intent, purpose and provisions hereof, is hereby adopted as a part hereof and shall be legally construed to be in favor of upholding this Resolution on behalf of the City of Flowery Branch.

Section 14. Severability. If any paragraph, subparagraph, sentence, clause, phrase or any portion of this Resolution shall be declared invalid or unconstitutional by any court or competent jurisdiction or if the provisions of any part of this Resolution as applied to any particular situation or set of circumstance shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Resolution not so held to be invalid, or the application of the Resolution to other circumstances no so held to be invalid. It is hereby declared to be the intent of the City Council of the City of Flowery Branch to provide for separate and divisible parts, and it does hereby adopt all parts hereof as may not be held invalid for any reason.

Section 15. Brochure and Other Guides Conflicts. The City of Flowery Branch provides brochures and guides to assist customers on the rates, fees and charges of the Flowery Branch water and wastewater systems. If any information from these documents conflict with the latest Council approved ordinance, the ordinance shall prevail.

Section 15. Effective Date. This Resolution shall become effective the date of August 20, 2020 once it is adopted by the Council of the City of Flowery Branch.

SO, RESOLVED this 20th day of August 2020.

James Miller, Mayor

ATTEST:

Vickie Short, City Clerk

APPROVED AS TO FORM:

Ron Bennett, City Attorney



Technical Memorandum

DATE: *July 28, 2020*

PREPARED FOR: *Ms. Alisha Gamble*

COPIES TO: *Mr. Bill Andrew*
Mr. Bob Troxler

PREPARED BY: *Mr. Bobby Sills, AICP*

SUBJECT: *Rate Structure and Increase Plan Re-evaluation*

PROJECT: *Flowery Branch General Services – FY21*

Purpose

The purpose of this technical memorandum (TM) is to provide documentation on the modification of the Flowery Branch Water and Wastewater systems' proposed rate structure and rate increase implementation plan.

Background Information

In November 2017, a CIP and Rate Increase plan was presented to the Flowery Branch City Council by Nelsnick Enterprises. The CIP had been subsequently updated in the Summer of 2018 and the changes were summarized in a technical memo dated November 11, 2018 by Nelsnick Enterprises Inc. In the summer of 2019, the CIP was updated as part of annual Flowery Branch budget preparation process. The recommended changes are summarized in a technical memo dated September 27, 2019. This year, the utility has experienced customer consumption changes due to the Covid-19 virus. Residential volumes have increased, and non-residential volumes have decreased.

The consumption pattern change merits an adjustment in the rate structure to address zero volume bills. In the past, a minimum bill provided a set amount of water or wastewater and was appropriate for generating sufficient revenues for the utility. However, the minimum bill does not work well for those customers using limited water or wastewater services during the shutdowns and/or minimal operations. Additionally, rate revenue increases are still needed to fund the capital program. The recommendations are detailed as follows.

Rate Structure Modification

Tables 1 and 2 on the following pages provided the recommended rate structure changes to address low/zero volume customers. The minimum bill is replaced with a base charge that recovers the cost of minimal service. This cost is sometimes referred to as a "readiness-to-serve" charge and includes fixed cost that occur regardless of the amount of water purchased. Since much of this cost is a function of the

capacity of the water and wastewater system, customers with larger meters are charged more based on the capacity of those meters. Fixed charges may include debt used for water tanks, wells, water distribution, wastewater treatment, lift stations and other infrastructure needed to supply sufficient capacity for the systems customers. Other fixed charges include operating staff, fire protection and depreciation (asset renewal cost). The Account Servicing Fee is collected only once for each account to cover the cost of meter reading and billing. The base charge will collect a portion of fixed costs related to capacity with the remaining costs recovered by an increasing block¹ rate structure.

Table 1
Inside City Rate Structure Changes

Water				Wastewater			
Inside City							
Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-1000	7.11	Base Charge	7.00	Base Charge	5.51	Base Charge	7.00
1001-2500	17.79	0-2500	5.60	All	8.30	All	8.93
2501-4500	32.01	2501-4500	7.00				
4501 - 7500	8.89	4501 and above	11.20				
7501 and above	10.67						
Multifamily							
Volume	FY20	Range * Units	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-3355	23.86	Base Charge	7.00	0-3355	29.22	Base Charge	7.00
		0-2500	5.60	3356 and above	5.63	All	7.25
3356-7500	8.89	2501-4500	7.00				
7501 and above	10.67	4501 and above	11.20				
Non-Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-7000	32.01	Base Charge	14.00	0-7000	39.27	Base Charge	14.00
		0-4500	4.95	7001 and above	5.63	All	6.10
7000-60,000	5.72	4501-60,000	6.19				
60,001 and above	6.88	60,001 and above	7.43				

¹ The increasing block rate structure promotes conservation by raising the price of water as an account uses higher volumes. This will encourage efficient use of the limited resource.

Table 2
Outside City Rate Structure Changes

Water				Wastewater			
Outside City							
Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-1000	9.47	Base Charge	8.75	Base Charge	7.28	Base Charge	8.75
1001-2500	23.69	0-2500	7.00	All	11.14	All	11.16
2501-4500	42.63	2501-4500	8.75				
4501 - 7500	11.84	4501 and above	14.00				
7501 and above	14.23						
Multifamily							
Volume	FY20	Range * Units	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-3355	31.78	Base Charge	8.75				
		0-2500	7.00	0-3355	38.89	Base Charge	8.75
3356-7500	11.84	2501-4500	8.75	3356 and above	11.59	All	9.06
7501 and above	14.23	2501 and above	14.00				
Non-Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
		Base Charge	17.50				
0-7000	42.55	0-4500	6.19	0-7000	52.15	Base Charge	17.50
7000-60,000	7.61	4501-60,000	7.74	7001 and above	7.49	All	7.62
60,001 and above	9.11	60,001 and above	9.29				

A balance of recovering cost from base charges and usage charges allows a community to achieve certain objectives with their utility rates. One objective may be revenue stability in which at the extreme a high base charge could guarantee sufficient revenues to cover all fixed cost. Leaving all variable cost to the unit charge would result in a very low unit charge as it would cover mostly electric and chemical costs. Another objective related to water conservation puts all or most cost in the unit charge. This drives the unit charge up and incentivizes lower consumption.

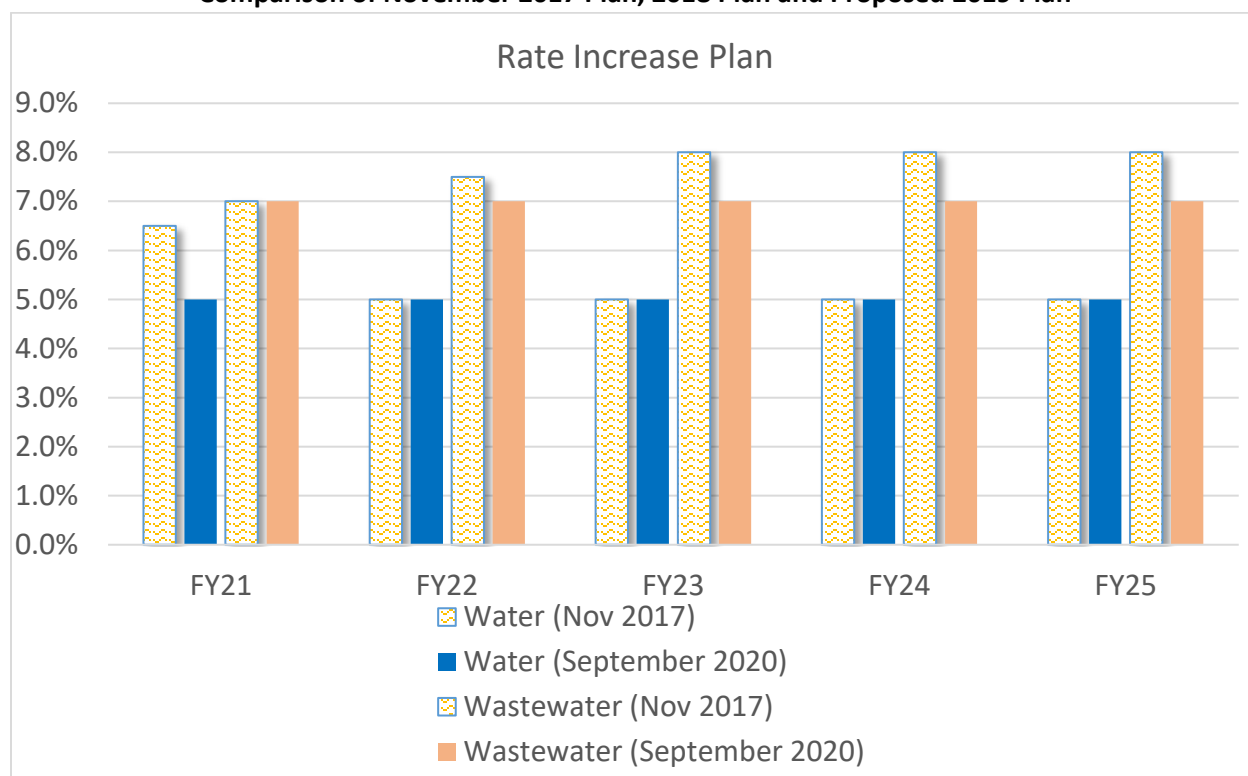
According to an American Water Works Association (AWWA) Insight Survey, on average a public water utility will recover 20% of their cost through fixed charges. The rate structure provided in **Tables 1 and 2** are designed to generate about 19% in fixed income. This should provide sufficient revenue stability and

balance with water conservation efforts as required by the Metropolitan North Georgia Water Planning District.

Rate Increase Recommendations

Each year since 2017, the original rate increase plan needed to fund the capital improvement plan is evaluated for reasonableness. Adjustments to the rate increase needs are made based on actual system growth in revenues and expenses. For results ending June 30, 2020, the Flowery Branch water and wastewater systems has seen customer growth above what had been projected in the 2017 Rate Study. Unfortunately, the systems will also see significant expense increases. Most notably is sludge disposal which with other inflationary² increases will raise sewer operations by 23% in FY21. Additionally, water operations is expected to see a 14% increase driven by data collection costs for a new service related to meter reading. Fortunately, revenue has also increased and has offset this added cost. Figure 1 provides the adjusted rate increase plan³ compared to the original 2017 study showing a slight reduction.

Figure 1
Rate Increase Plan
Comparison of November 2017 Plan, 2018 Plan and Proposed 2019 Plan



² The 2017 Rate Study assumed a 4% annual growth in expenses for inflation and new customer being served.

³ Due to the rate structure change, it would be difficult to show what the increase in rates would be. However, the planned rate structure changes should generate approximately 5% additional water revenue and 7% additional wastewater revenue.

Recommendations

Nelsnick recommends updating the rate ordinance to include the rate structure changes as shown in **Tables 1 and 2**. These should be in effect as soon as practical. Future rate increase requirements should be checked annually for reasonableness. The planned increases based on this analysis is 5% for water and 7% for wastewater for FY 22 – FY25. The increases are needed to recover the future cost of the debt payments for the wastewater treatment plant (approximately \$22M and new wells and water system improvements (approximately \$5M).

Flowery Branch, Georgia FY21 Water and Wastewater Financial Plan Annual Update

August 6, 2020

Introduction

Robert Sills, AICP

Presentation Summary

Rate Revenue Requirements

Rate Structure Changes

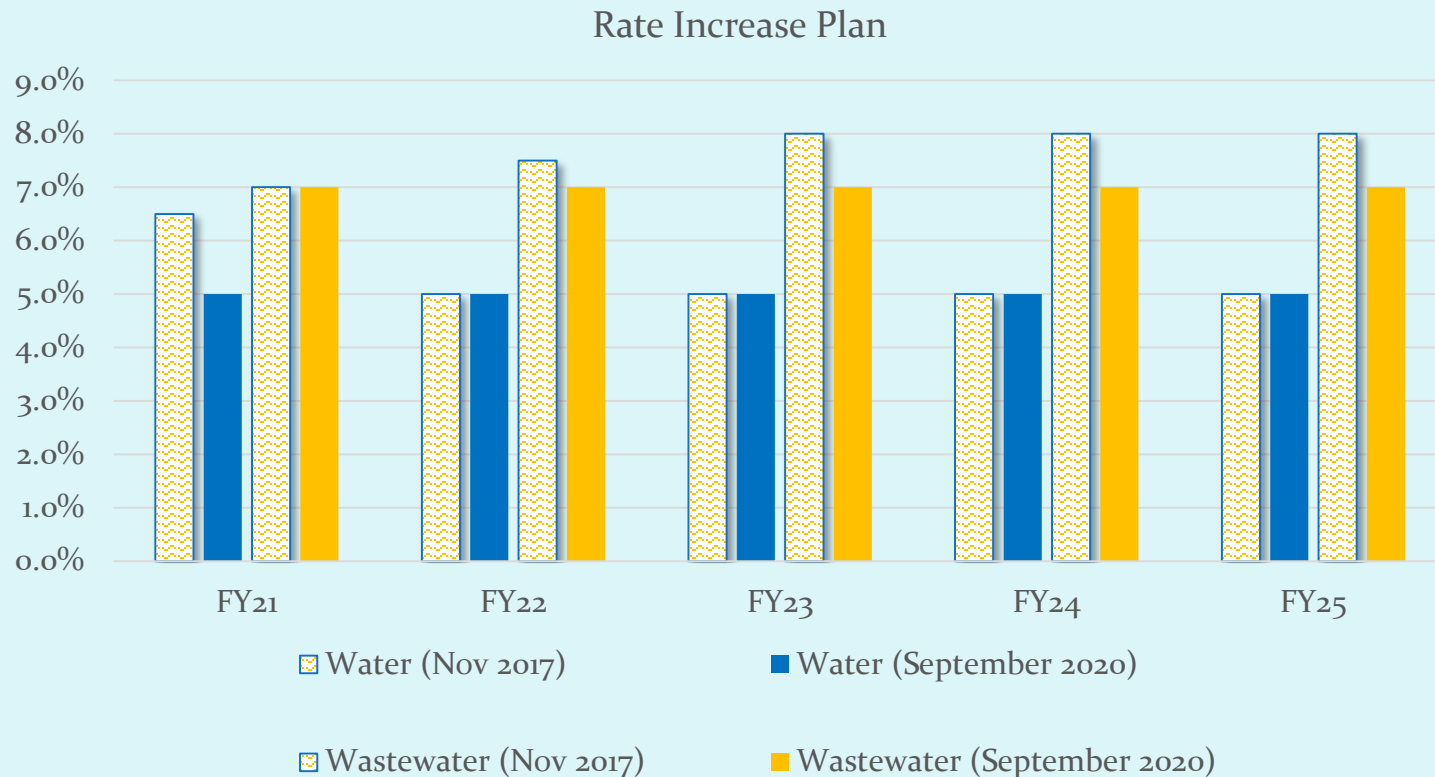
Rate Revenue Requirements

Operating Cost Changes

Sludge

Georgia Power

Rate Increase Plan Comparison



Rate Structure Changes

Why Change?

Low volume customers

Easier to understand

Consumption Pattern Change

	>5000	>2000	>0	Zero Bills	Total
June-20					
Residential	596	1302	812	72	2782
Non-Residential	2	2	3	54	61
March-20					
Residential	263	1235	1017	58	2573
Non-Residential	34	24	90	18	166

Rate Structure Changes

The Changes

Replace Minimum Bill

Lower Monthly Base Charge

Raise multi-service discount

All volume charged

Water 3-Tiers Conservation

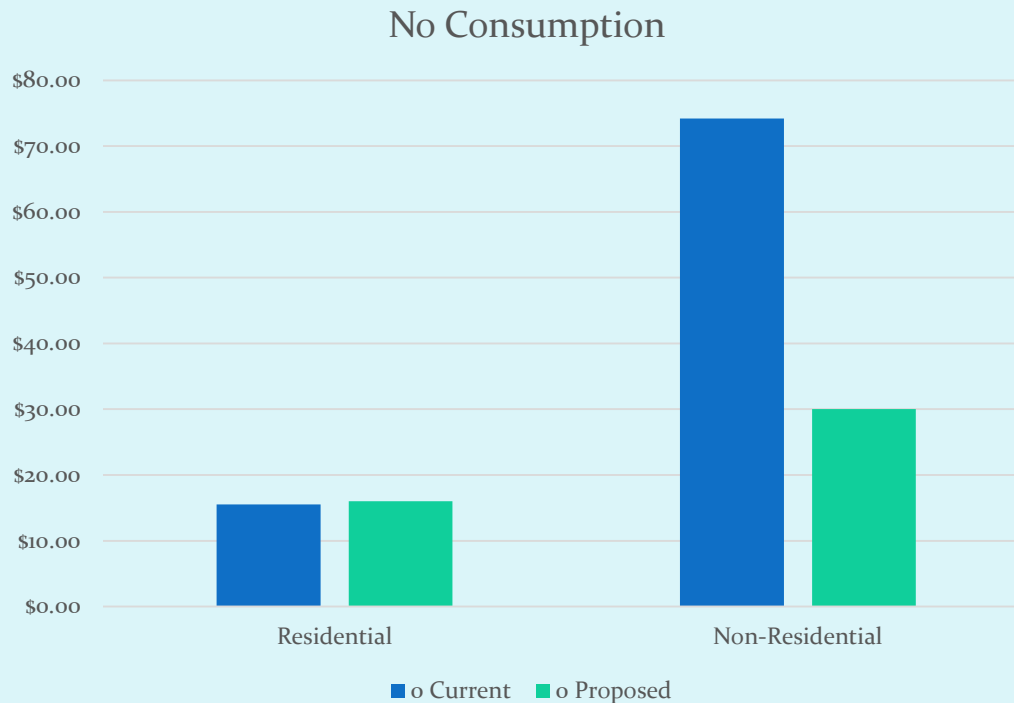
Wastewater Uniform Rate

Rate Structure Changes

Water				Wastewater			
Inside City							
Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
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3356-7500	8.89	2501-4500	7.00				
7501 and above	10.67	4501 and above	11.20				
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Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-7000	32.01	Base Charge	14.00	0-7000	39.27	Base Charge	14.00
		0-4500	4.95	7001 and above	5.63	All	6.10
7000-60,000	5.72	4501-60,000	6.19				
60,001 and above	6.88	60,001 and above	7.43				

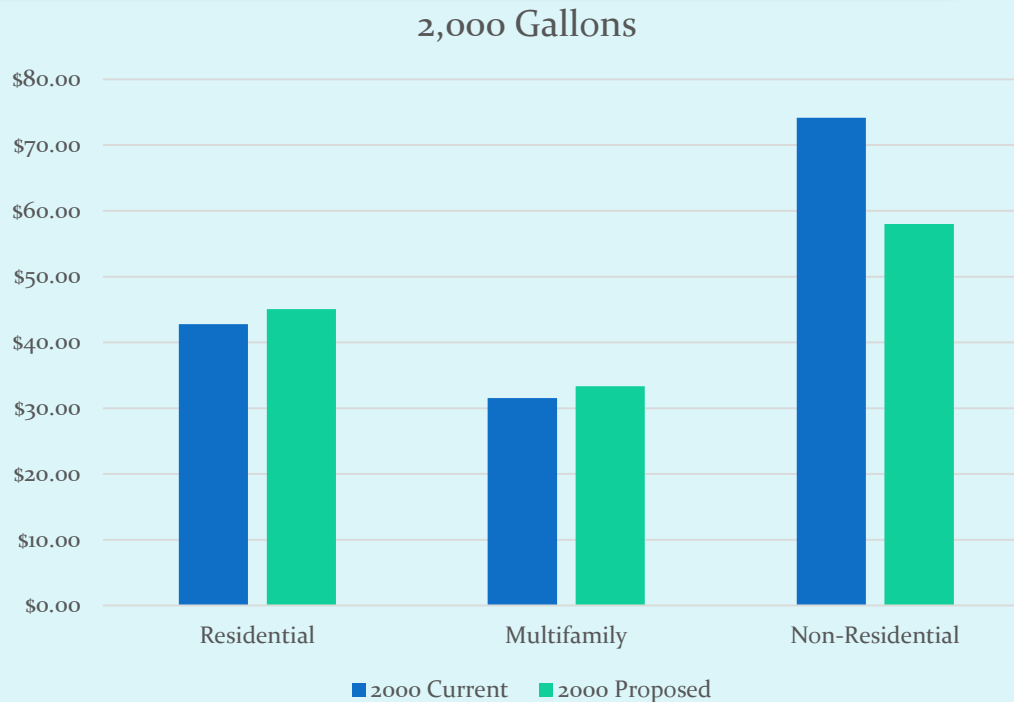
Rate Structure Changes

Total Water and Wastewater Bill Impact



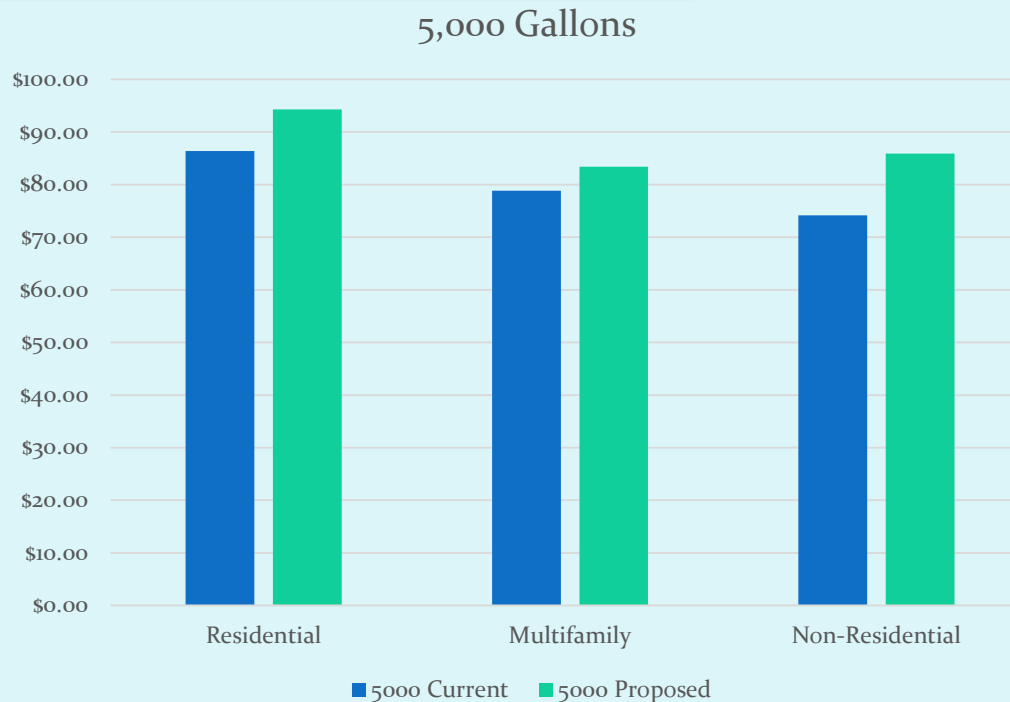
Rate Structure Changes

Total Water and Wastewater Bill Impact



Rate Structure Changes

Total Water and Wastewater Bill Impact



FY21 Recommendations

Rate Structure Changes

Remove Minimum Bill

Simplify Rate Structure Tiers

Designed to generate additional revenues

Water 5%

Wastewater 7%

Flowery Branch, Georgia FY21 Water and Wastewater Financial Plan Annual Update

Questions/Comments?



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider Resolution 20-022: Re-appropriation of Fiscal Year 2021 funds for Mitchell Street Stormwater Infrastructure Improvements and award contract to Summit Construction and Development, LLC.

COUNCIL MEETING DATE: August 20, 2020

HISTORY:

The City of Flowery Branch needs Mitchell Street Stormwater Infrastructure Improvements for curb and gutter, sidewalks, storm drain, and utilities to serve a proposed residential development project per the provided construction documents. In the previous presentation to Council, the scope of this project included seven lots with a cost estimate of \$73,075 and only included 5" sidewalk. The new scope, at a cost of \$361,693.21, consists of all thirteen lots along Mitchell Street, the 5' sidewalk, sanitary sewer relocation, water sewer lines, and stormwater pipe and catch basins (see the attached binder for details). This project scope does not include infrastructure improvements needed to get the stormwater down to the Railroad, which will need to be a Phase II project.

FACTS AND ISSUES:

- Four qualified bids received:
- Summit Construction & Development, LLC. \$361,693.21
- Archimetric Design & Construction, Inc. \$426,492.00
- Ohmshiv Construction, LLC. \$493,123.09
- The Dickerson Group, Inc. \$686,700.00

Summit Construction's bid is lower than the cost estimate provided by Clark Patterson Lee.

OPTIONS:

Approve for the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater infrastructure improvements and award the contract to Summit Construction and Development, LLC.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

\$391,693.21 + \$36,169 (10% contingency), for a total of \$397,862.21 from the Local Resources Fund

RECOMMENDATION:

To authorize the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

SAMPLE MOTION:

I make a motion for the City Council approve for the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

COLLABORATING DEPARTMENT:

Administration

DEPARTMENT: Finance

Prepared by: Vickie Short

ATTACHMENTS

- [EXECUTIVE SUMMARY -Mitchell Street Infrastructure Project.pdf](#)
- [CPL2020-001 Mitchell St Infrastructure Bid Tabulation Sheet 7-30-2020.pdf](#)
- [Cost Estimate 2020 and Funding Proposal.pdf](#)
- [Bid Invitation - 6-24-2020 - Newspaper Copy.pdf](#)
- [Mitchell Street Infrastructure Project for Council Packet Binder 8-6-2020.pdf](#)
- [Resolution 20-021 - Mitchell Street Infrastructure Project.pdf](#)
- [Basset Dev. Agreement and PPSlides.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: RESOLUTION 20-022: REAPPROPRIATION OF FISCAL YEAR 2021 FUNDS FOR MITCHELL STREET STORMWATER INFRASTRUCTURE IMPROVEMENTS AND AWARD CONTRACT TO SUMMIT CONSTRUCTION AND DEVELOPMENT, LLC.

DATE: 7/30/2020

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

☒ **RECOMMENDATION**
☐ **POLICY DISCUSSION**
☐ **STATUS REPORT**
☐ **OTHER**

COUNCIL ACTION REQUESTED ON: August 20, 2020

PURPOSE: To authorize the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

HISTORY:

The City of Flowery Branch needs Mitchell Street Stormwater Infrastructure Improvements for curb and gutter, sidewalks, storm drain, and utilities to serve a proposed residential development project per the provided construction documents. In the previous presentation to Council, the scope of this project included seven lots with a cost estimate of \$73,075 and only included 5" sidewalk. The new scope, at a cost of \$361,693.21, consists of all thirteen lots along Mitchell Street, the 5' sidewalk, sanitary sewer relocation, water sewer lines, and stormwater pipe and catchbasins (see the attached binder for details). This project scope does not include infrastructure improvements needed to get the stormwater down to the Railroad, which will need to be a Phase II project.

FACTS AND ISSUES:

- Four qualified bids received:
- Summit Construction & Development, LLC. \$361,693.21
- Archimetric Design & Construction, Inc. \$426,492.00
- Ohmshiv Construction, LLC. \$493,123.09
- The Dickerson Group, Inc. \$686,700.00

Summit Construction's bid is lower than the cost estimate provided by Clark Patterson Lee.

OPTIONS: Approve for the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

RECOMMENDED SAMPLE MOTION:

I make a motion for the City Council approve for the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

DEPARTMENT: Administration and Public Works

Prepared by: Alisha Gamble



City of Flowery Branch, Georgia

RFP Name: Mitchell Street Infrastructure

RFP No: CPL2020-001

RFP Due Date & Time: 2:00 PM on Thursday, July 30, 2020

RFP Open Date: 2:00 PM on Thursday, July 30, 2020

Pre-Bid Meeting: July 8, 2020 at 10:00 AM

SUBMITTING CONTRACTORS

No.	Contractor's Name	Address	Contact Person	Phone Number	BID
1	Summit Construction & Development, LLC	2108 Bentley Drive, Stone Mountain, GA 30087	R. Duran	770-413-0093	CPL2020-001 \$341,693.21
2	The Dickerson Group, Inc.	871 Old Peachtree Rd, NW Lawrenceville, GA 30043	Jason Freeland	770-513-4558	CPL2020-001 \$686,700.00
3	Ohmshiv Construction, LLC	805 Progress Ct, Suite A, Lawrenceville, GA 30043		404-987-0020	CPL2020-001 \$493,123.09
4	Archimetric Design & Construction, Inc.	3453 Holcomb Bridge Rd, Suite 140 Norcross, GA 30092	Farid Termei	770-446-8747	CPL2020-001 \$426,492.00
5					
6					

RFP OPENING ATTENDANCE SHEET

No.	Attendee Name	Company Represented	Contact Person	Title	Phone Number
1	Scott King	DGI	Jason Freeland	VP	770-513-4558
2	John York	Archimetric	Farid	C	770-446-8743
3	Ajay Naidu	Summit Const. & Dev	Ajay Naidu	Estimator	770-413-0093
4					
5					
6					

CITY REPRESENTATIVES

No.	Attendee Name	Signature	Title
1	Alisha L. Gamble	Alisha L. Gamble	Finance Director
2	Vickie Short	Vickie Short	City Clerk
3			
4			
5			
6			

Preliminary Opinion of Probable Cost
15509
City of Flowery Branch - Mitchell Street Improvements
 Last Revised: June 12, 2020

		Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition					
Sawcut asphalt edge	700	LF	\$2.50	\$1,750	
Demolish and remove asphalt, haul off	335	SY	\$15.00	\$5,025	
Remove tree	6	Each	\$750.00	\$4,500	
Remove water service line	30	LF	\$10.00	\$300	
Remove inlet/headwall	3	Each	\$500.00	\$1,500	
Remove storm sewer up to 24"	465	LF	\$15.00	\$6,975	
			Subtotal	\$8,475	2.23%
Site Plan					
Graded Aggregate Base	365	Ton	\$85.00	\$31,025	
Concrete sidewalk, 4 in.	725	SY	\$45.00	\$32,625	
Curb and Gutter	1500	LF	\$12.50	\$18,750	
1.5" Milling	1450	SY	\$15.00	\$21,750	
Striping (thermoplastic, 24 in)	60	LF	\$8.00	\$480	
Striping (directional arrows)	7	EA	\$55.00	\$385	
Signage	36	SF	\$25.00	\$900	
Concrete Paving, 5 in. (driveway entrance)	60	SY	\$50.00	\$3,000	
Accessible Ramps	2	EA	\$750.00	\$1,500	
Bituminous Asphalt 12.5mm SP	210	ton	\$175.00	\$36,750	
Bituminous Asphalt 19mm SP	120	ton	\$200.00	\$24,000	
			Subtotal	\$171,165	45.06%
Grading & Drainage Plan					
18" RCP	864	LF	\$50.00	\$43,200	
22"x14" Arch RCP	46	LF	\$95.00	\$4,370	
36"x23" Arch RCP	32	LF	\$110.00	\$3,520	
Endwall	2	EACH	\$3,500.00	\$7,000	
Storm Structure 0-6 ft depth	11	EACH	\$4,500.00	\$49,500	
Grading Complete	1	LS	\$20,000.00	\$20,000	
			Subtotal	\$127,590	33.59%
Utilities					
1" type 'k' copper water line	550	LF	\$20.00	\$11,000	
1" domestic tap with tapping straddle	10	EACH	\$600.00	\$6,000	
set water meter box	13	EACH	\$300.00	\$3,900	
sewer line concrete encasement	1	LS	\$3,000.00	\$3,000	
6" SDR 26 PVC	625	LF	\$35.00	\$21,875	
4" SDR 26 PVC	130	LF	\$30.00	\$3,900	
4" PVC Cleanout	13	EACH	\$300.00	\$3,900	
Sewer Manhole 0-8 ft depth	2	EACH	\$4,500.00	\$9,000	
Sewer Manhole 8-12 ft depth	1	EACH	\$5,500.00	\$5,500	
Core connection to existing sewer manhole	1	LS	\$2,000.00	\$2,000	
			Subtotal	\$70,075	18.45%
Landscaping					
Permanent Grassing-Sodding Bermuda	3000	SF	\$0.85	\$2,550	
			Subtotal	\$2,550	0.67%

Original estimate:

Total	\$379,855
-------	------------------

Note: All opinions of probable costs shown include installation unless specified otherwise
 Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.

7/7/2020 - Plan for funding:

6/30/2020 LRF Fund balance: \$2,156,161.00
 Less: FY2020 Pending projects: (248,706.25)
 Less: FY 2021 Debt Service: (334,141.00)
 Less: Restricted Funds: (320,000.00)
 Available: \$1,253,313.75

FLOWERY BRANCH - MITCHELL STREET INFRASTRUCTURE
BID NUMBER: #CPL2020-001, FLOWERY BRANCH, GEORGIA

The City of Flowery Branch is soliciting competitive sealed bids from qualified contractors for:

FLOWERY BRANCH – MITCHELL STREET INFRASTRUCTURE

Sealed bids will be received by the City of Flowery Branch, 5410 Pine Street, Flowery Branch, Georgia 30542, until 2:00 p.m. local time on Thursday, July 30, 2020. Any bid received after 2:00 p.m. will not be accepted. Bids will be privately opened by the city. The bid envelope must be marked on the outside with Bid Number, name of Bidder, and the Bid Date.

A PRE-BID MEETING will be held at the City of Flowery Branch City Hall, PO Box 757, 5410 Pine Street, Flowery Branch, GA 30542 on Wednesday, July 8, 2020 at 10:00 AM.

Work required under this Contract includes furnishing materials, labor, equipment, etc. for the construction of curb and gutter, sidewalk, storm drain, and utilities to serve a proposed residential development project in accordance with provided construction documents. Effort will include erosion control measures.

Bid Packages are available by contacting:

CPL – Attn: Kate Langman
3011 Sutton Gate Drive, Suite 130
Suwanee, GA 30024
Email: KLangman@cplteam.com
PH: 770-831-9000

Bids shall be entered on a **LUMP SUM** basis and as described in the project manual.

Bids in the case of Corporations not chartered in Georgia, must be accompanied by proper certification stating that said Corporation is authorized to do business in the State of Georgia.

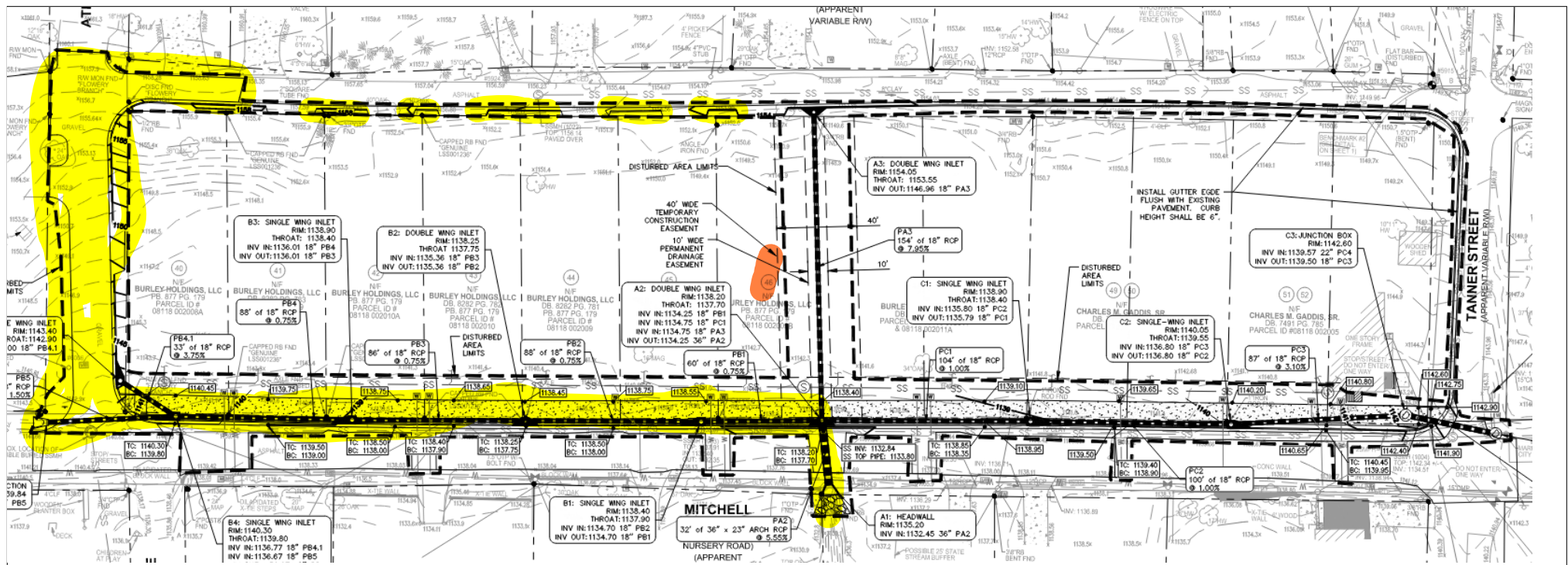
No Bidder may withdraw his Bid within ninety (90) days after the actual date of the opening thereof.

All Bidders are required to submit a Bid Bond, or a certified check made payable to the City of Flowery Branch in the amount of five percent (5%) of the total amount bid. The successful bidder will be required to furnish a contract performance bond and payment bond in the amount of one hundred percent (100%) of the total amount bid and provide insurance coverage as required by the contract documents. The Bid Bond or certified check must be enclosed in the envelope with the sealed bid.

Bonding Company must be licensed to do business in Georgia, licensed to do business by the Georgia Secretary of State, authorized to do business in Georgia by the Georgia Insurance Department, listed in the Department of the Treasury's Publication of Companies Holding Certificates of Authority as Acceptable Surety on Federal Bonds and as Acceptable Reinsuring Companies and have an A.M. Best rating of A-, Class V or higher.

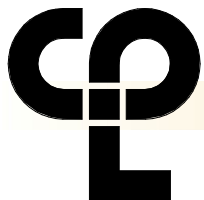
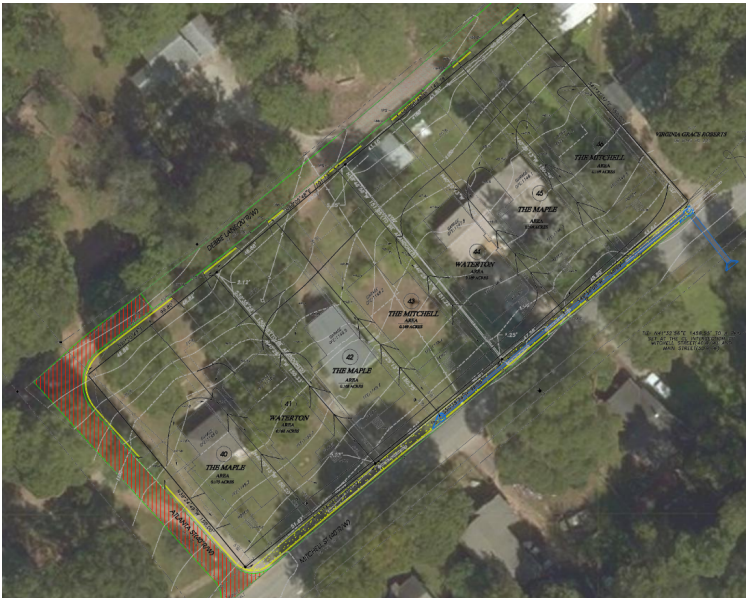
The Owner will award the Contract to the lowest "qualified" bidder, subject with the Owner's right to reject any or all bids, to waive technicalities, and to make an award deemed in its best interests.

CITY OF FLOWERY BRANCH



CPL Opinion of Probable Cost..... \$379,855
 Low Bid - Summit Construction & Development... \$361,693

- Original scope went to Lot 46
- scope was yellow highlighted area & picture
 - 5' Sidewalk
 - No sanitary sewer relocation
 - no water service lines
 - less storm water pipe and catchbasins
 - Prelim Opinion of Probable Cost - \$73,075



Preliminary Opinion of Probable Cost

14140

City of Flowery Branch

Last Revised: December 23, 2019

	Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition				
Sawcut asphalt edge	600 LF	\$2.50	\$1,500	
Demolish and remove asphalt, haul off	15 SY	\$35.00	\$525	
Remove drop inlet	1 Each	\$500.00	\$500	
Remove storm sewer up to 24"	30 LF	\$15.00	\$450	
		Subtotal	\$950	1.30%
Site Plan				
Graded Aggregate Base	140 Ton	\$80.00	\$11,200	
Concrete sidewalk, 4 in.	200 SY	\$45.00	\$9,000	
Curb and Gutter	700 LF	\$12.00	\$8,400	
Bituminous Asphalt 4.75mm SP	70 ton	\$175.00	\$12,250	
Bituminous Asphalt 19mm SP	45 ton	\$200.00	\$9,000	
		Subtotal	\$49,850	68.22%
Grading & Drainage Plan				
18" RCP	195 LF	\$40.00	\$7,800	
36" RCP	35 LF	\$85.00	\$2,975	
Endwall	1 EACH	\$3,000.00	\$3,000	
Storm Structure 0-6 ft depth	1 EACH	\$4,000.00	\$4,000	
Fine Grading	1 LS	\$3,000.00	\$3,000	
		Subtotal	\$20,775	28.43%
Landscaping				
Permanent Grassing-Sodding Bermuda	2000 SF	\$0.75	\$1,500	
		Subtotal	\$1,500	2.05%
		Total	\$73,075	

Note: All opinions of probable costs shown include installation unless specified otherwise
 Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.

Preliminary Opinion of Probable Cost

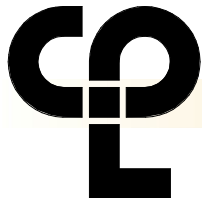
15509

City of Flowery Branch - Mitchell Street Improvements

Last Revised: June 12, 2020

	Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition				
Sawcut asphalt edge	700 LF	\$2.50	\$1,750	
Demolish and remove asphalt, haul off	335 SY	\$15.00	\$5,025	
Remove tree	6 Each	\$750.00	\$4,500	
Remove water service line	30 LF	\$10.00	\$300	
Remove inlet/headwall	3 Each	\$500.00	\$1,500	
Remove storm sewer up to 24"	465 LF	\$15.00	\$6,975	
		Subtotal	\$8,475	2.23%
Site Plan				
Graded Aggregate Base	365 Ton	\$85.00	\$31,025	
Concrete sidewalk, 4 in.	725 SY	\$45.00	\$32,625	
Curb and Gutter	1500 LF	\$12.50	\$18,750	
1.5" Milling	1450 SY	\$15.00	\$21,750	
Striping (thermoplastic, 24 in)	60 LF	\$8.00	\$480	
Striping (directional arrows)	7 EA	\$55.00	\$385	
Signage	36 SF	\$25.00	\$900	
Concrete Paving, 5 in. (driveway entrance)	60 SY	\$50.00	\$3,000	
Accessible Ramps	2 EA	\$750.00	\$1,500	
Bituminous Asphalt 12.5mm SP	210 ton	\$175.00	\$36,750	
Bituminous Asphalt 19mm SP	120 ton	\$200.00	\$24,000	
		Subtotal	\$171,165	45.06%
Grading & Drainage Plan				
18" RCP	864 LF	\$50.00	\$43,200	
22"x14" Arch RCP	46 LF	\$95.00	\$4,370	
36"x23" Arch RCP	32 LF	\$110.00	\$3,520	
Endwall	2 EACH	\$3,500.00	\$7,000	
Storm Structure 0-6 ft depth	11 EACH	\$4,500.00	\$49,500	
Grading Complete	1 LS	\$20,000.00	\$20,000	
		Subtotal	\$127,590	33.59%
Utilities				
1" type 'K' copper water line	550 LF	\$20.00	\$11,000	
1" domestic tap with tapping straddle	10 EACH	\$600.00	\$6,000	
set water meter box	13 EACH	\$300.00	\$3,900	
sewer line concrete encasement	1 LS	\$3,000.00	\$3,000	
6" SDR 26 PVC	625 LF	\$35.00	\$21,875	
4" SDR 26 PVC	130 LF	\$30.00	\$3,900	
4" PVC Cleanout	13 EACH	\$300.00	\$3,900	
Sewer Manhole 0-8 ft depth	2 EACH	\$4,500.00	\$9,000	
Sewer Manhole 8-12 ft depth	1 EACH	\$5,500.00	\$5,500	
Core connection to existing sewer manhole	1 LS	\$2,000.00	\$2,000	
		Subtotal	\$70,075	18.45%
Landscaping				
Permanent Grassing-Sodding Bermuda	3000 SF	\$0.85	\$2,550	
		Subtotal	\$2,550	0.67%
		Total	\$379,855	

Note: All opinions of probable costs shown include installation unless specified otherwise
 Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.



RESOLUTION NO.: 20-022

**REAPPROPRIATION OF FISCAL YEAR 2021 FUNDS FOR
MITCHELL STREET STORMWATER INFRASTRUCTURE
IMPROVEMENTS AND AWARD CONTRACT TO SUMMIT
CONSTRUCTION AND DEVELOPMENT, LLC.**

WHEREAS, City Council approved the budget for fiscal year 2021 for the City of Flowery Branch on June 25, 2020; and

WHEREAS, the City of Flowery Branch is in need for Mitchell Street Stormwater Infrastructure Improvements for curb and gutter, sidewalks, storm drain, and utilities to serve a proposed residential development project in accordance with the provided construction documents; and

WHEREAS, the City of Flowery Branch received 4 qualified bids for said project, ranging in price from \$361,693.21 to \$686,700.00; and

WHEREAS, the City of Flowery Branch is requesting acceptance of the lowest bid with Summit Construction and Development, LLC in the amount of \$361,693.21; and

WHEREAS, administration is requesting allocation of \$361,693.21 plus 10% contingency of \$36,169, for a total of \$397,862.21, from the Local Resources Capital Fund Balance; and

NOW, THEREFORE, BE IT RESOLVED that the governing body for the City of Flowery Branch hereby authorizes said funding from the Local Resources Fund Balance in the amount of \$397,862.21 and award the contract to Summit Construction and Development, LLC.

BE IT FURTHER RESOLVED that the Mayor, City Manager, and City Attorney are authorized to sign documents that may be necessary to complete the Mitchell Street Stormwater Infrastructure Improvements Project.

RESOLVED this 20th day of August 2020.

James M. Miller, Mayor

ATTEST:

Vickie Short, City Clerk

APPROVED AS TO FORM:

E. Ronald Bennett, Jr., City Attorney

DEVELOPMENT AGREEMENT
BY AND BETWEEN BURLEY HOLDINGS, LLC
AND

THE CITY OF FLOWERY BRANCH, GEORGIA

THIS DEVELOPMENT AGREEMENT (“Agreement”), is made and entered into this 6th day of February, 2020, by and between BURLEY HOLDINGS, LLC, a Georgia limited liability company (“Developer”), and the City of Flowery Branch, Georgia, a Georgia municipal corporation (“City”).

WHEREAS, Developer is the owner of seven parcels of property located with the City consisting of a total of 1.19 acres as shown on Exhibit A (“Property”); and

WHEREAS, Developer intends to construct seven single family homes (“Development”); and

WHEREAS, the Development requires improvements to street and stormwater infrastructure as shown on Exhibit B (“Project”); and

WHEREAS, City intends to construct improvements to street and stormwater infrastructure downgradient of Project along Church Street; and

WHEREAS, Developer desires certain commitments from City in regard to the Project; and

WHEREAS, City desires to partner with Developer in the Project for construction of the Project to provide street and stormwater infrastructure beyond that required for the Development.

NOW THEREFORE, Developer and City agree to the following:

- I. City shall be responsible for the engineering design of the Project.
- II. Prior to construction of the Project and at no cost to City, Developer shall convey to the City by dedication or a separate conveyance document (a) fee title to a ten foot (10’) wide strip of property along Mitchell Street measured from the existing right of way and (b) fee title or easement (whichever is required by City) such property as may necessary for the construction of the Project.
- III. Within thirty days (30) of the date first written above, Developer shall deliver to City a performance bond in the amount of Fifty Thousand and No/100 Dollars (\$50,000.00) to ensure Developer’s obligations under Section IV. below.
- IV. Developer shall pay City Forty-Nine Thousand Nine Hundred Ninety-Five and 99/100 Dollars (\$49,995.99) representing its share of the engineering and construction cost of the Project. Said amount shall be paid as follows: Within fourteen days (14) of issuance

of a certificate of occupancy for each parcel, Developer shall pay City Seven Thousand One Hundred Forty-Two and 85/100 Dollars (\$7,142.85) until the total amount is paid.

- V. City shall be responsible for and shall provide all labor and materials necessary for the construction of the Project.
- VI. Nothing in this Agreement shall relieve Developer from securing land use approvals including but not limited to rezoning, variances or special use permits necessary for the Development approvals and permissions as may be required by the City for the Development.
- VII. Nothing in this Agreement shall relieve Developer from securing development approvals including but not limited to certificates of appropriateness, land development permits, building permits, curb cuts, subdivisions, consolidations and plats.
- VIII. Nothing in this Agreement shall relieve Developer from applying for and paying any required fee for City (a) sewer capacity and/or connection to the City's sewer system or (b) water and/or connection to the City's water system.
- IX. The term of this Agreement shall be from the date first written above up and through one (1) year after completion of the Development.
- X. All notices under this Agreement shall be in writing and shall be deemed to have been given by delivering in-person, certified mail, or statutory overnight delivery to the following:

For CITY: Bill Andrew
 City Manager
 City of Flowery Branch
 5410 W. Pine Street
 Flowery Branch, Georgia 30542

For DEVELOPER: Timothy Bassett
 Burley Holdings, LLC
 1245 Buford Highway
 Suite 301
 Suwanee, Georgia 30024

- XI. Developer shall indemnify and hold harmless City for any and all claims arising out of any act or omission related to the design and construction of the Project made by Developer, or any person for whom Developer could be liable.
- XII. The failure of any party to exercise any right given hereunder or to insist upon strict compliance with any term, condition or covenant specified herein shall not constitute a

waiver of such party's right to exercise such right or to demand strict compliance with any such term, condition or covenant under this Agreement.

- XIII. This Agreement contains the sole and entire agreement of the parties with respect to the Project contemplated hereunder and no representation, inducement, promise or agreement, parole or written, between the parties and not incorporated herein shall be of any force of effect. Any amendment to this Agreement shall be in writing and executed by the parties.
- XIV. This Agreement may not be assigned or transferred by either party without the written consent of the other party. The provisions of this Agreement shall inure to the benefit or and be binding upon the parties hereto and the respective success and assigns.
- XV. Time is of the essence with respect to this Agreement.
- XVI. This Agreement and all amendments hereto shall be governed and construed under the laws of the State of Georgia.
- XVII. If any term, covenant or condition of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, such provision, or the application of such term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall be deemed severable, and the remainder hereof shall not be affected thereby, and each term, covenant, or condition of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- XVIII. This Agreement may be executed in several counterparts, each of which shall constitute an original and all of which together shall constitute one and the same instrument.

IN WITNESS THEREOF, the parties have set their hand and seal.
BURLEY HOLDINGS, LLC

CITY OF FLOWERY BRANCH, GEORGIA


By: Timothy Bassett, Managing Member


By: James M. Miller, Mayor

ATTEST:

ATTEST:


By: KRIS TONNANS


By: Melissa McCain, City Clerk

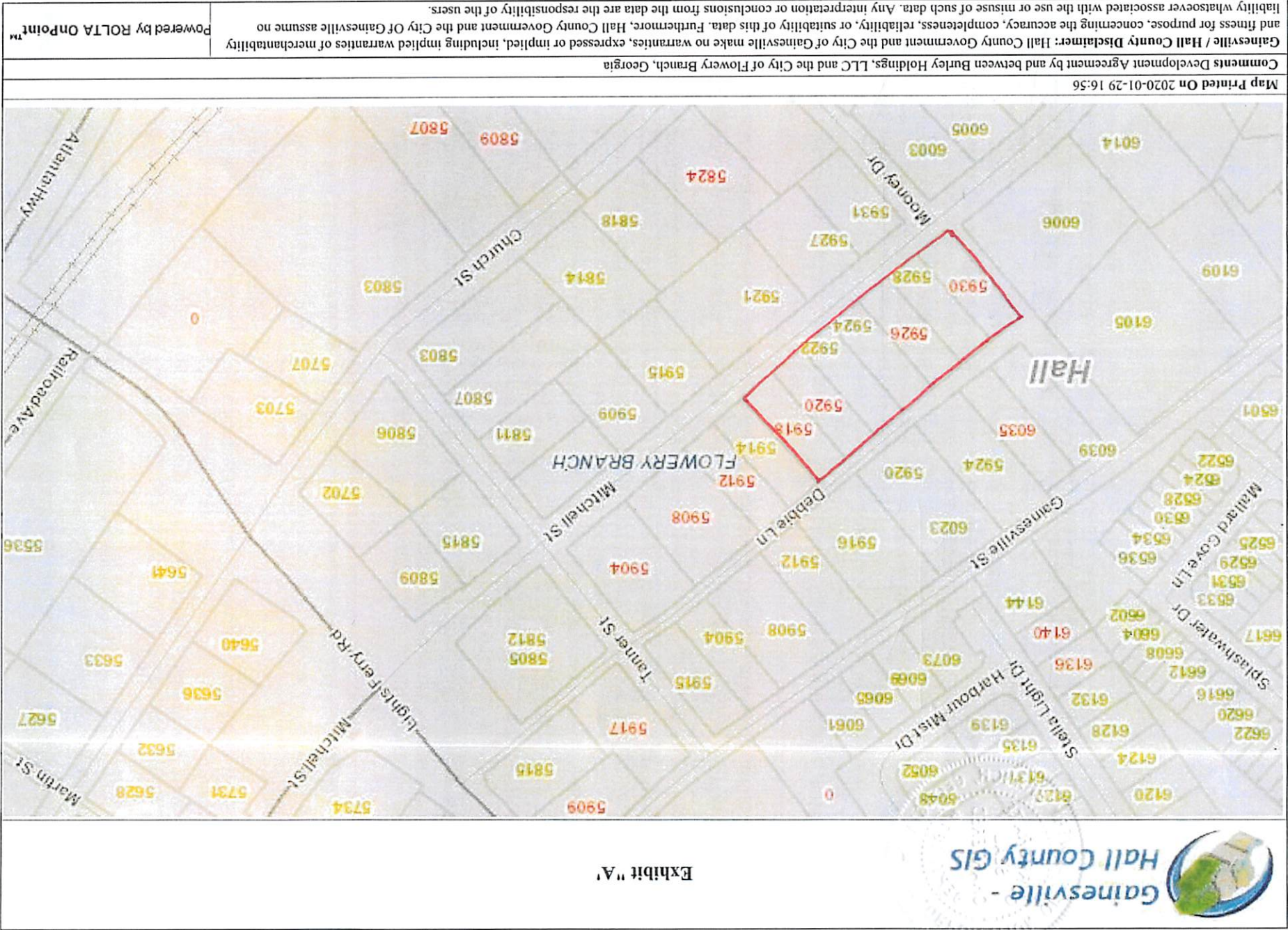
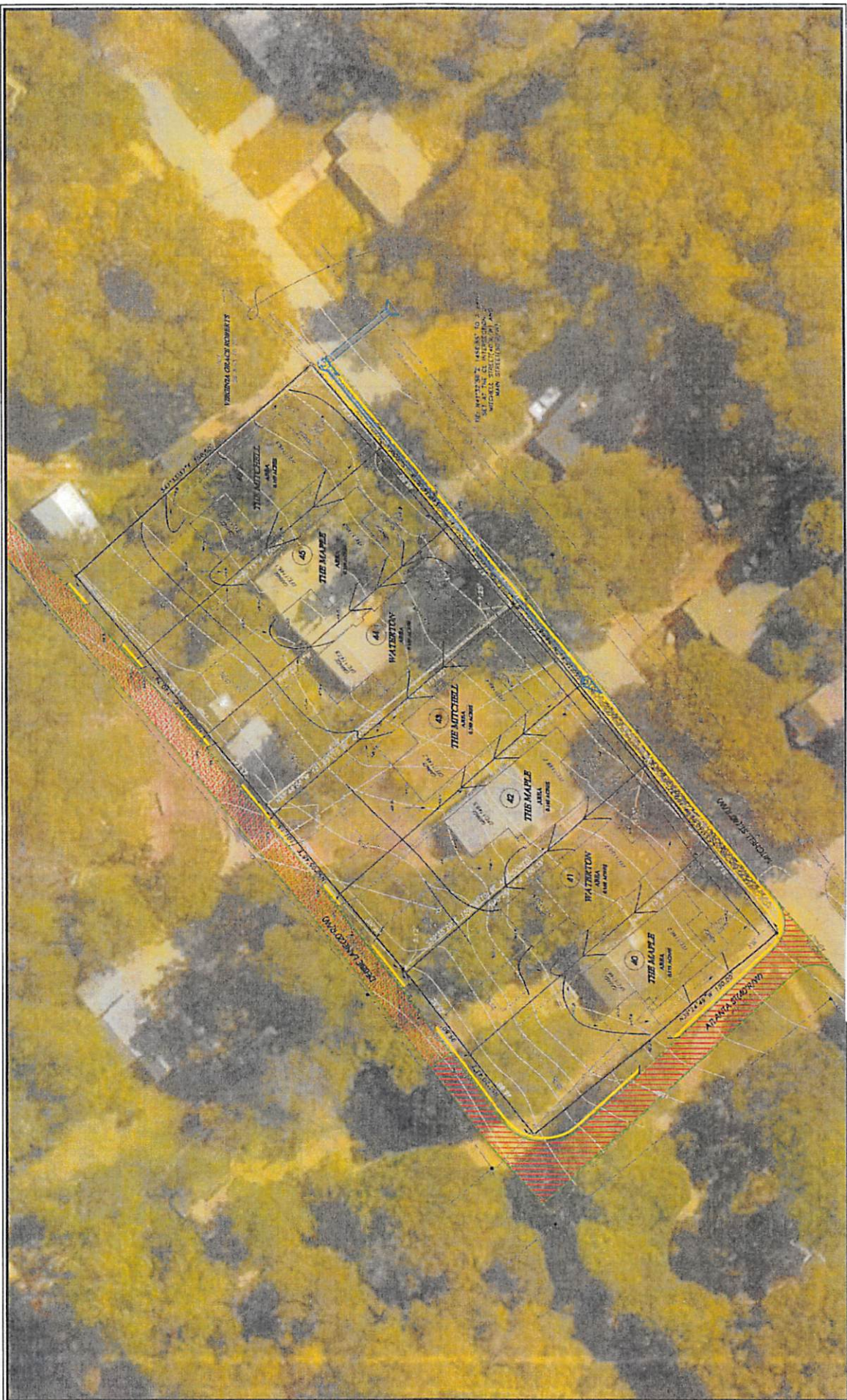


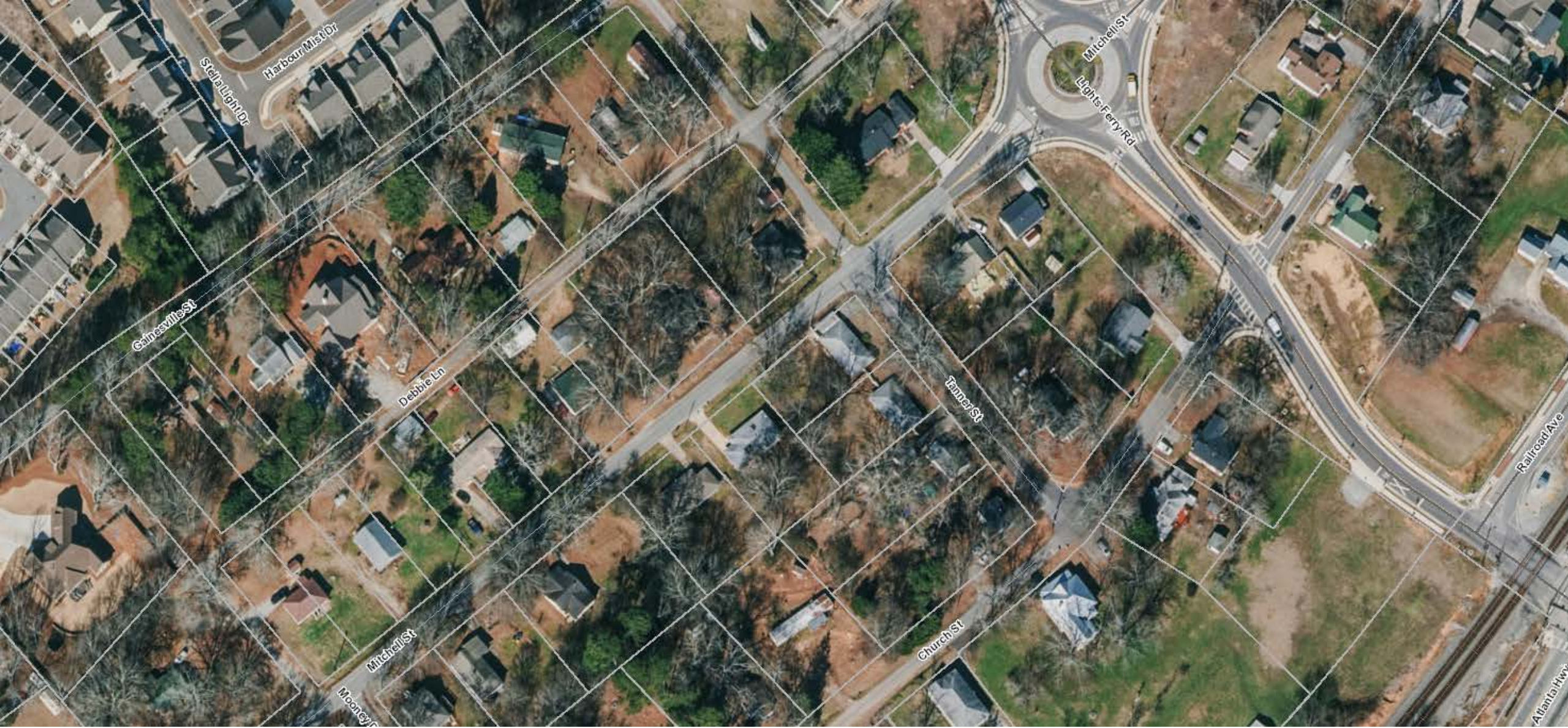
Exhibit "B"
 Development Agreement by and between
 Burley Holdings, LLC and
 the City of Flower Branch, Georgia



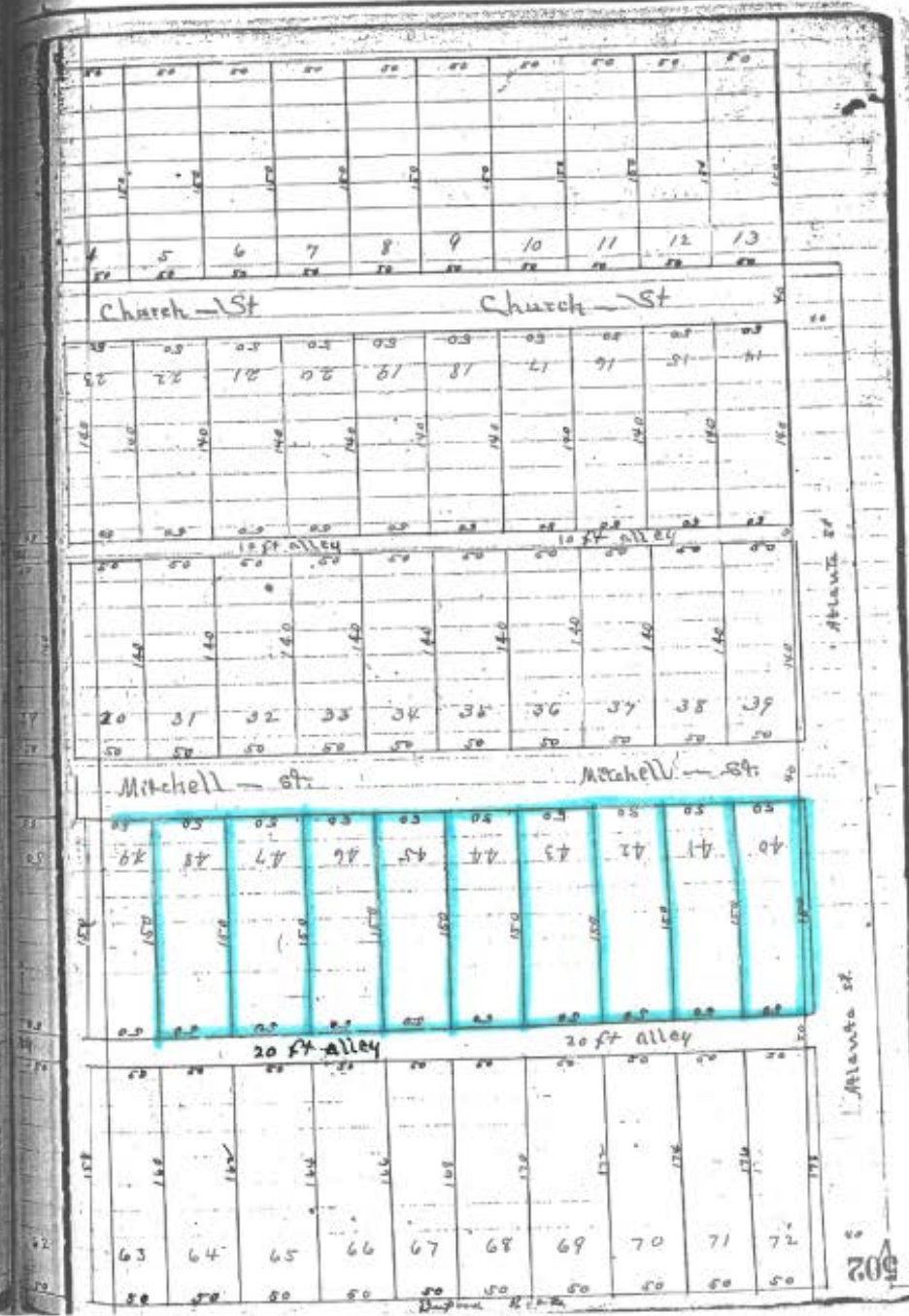
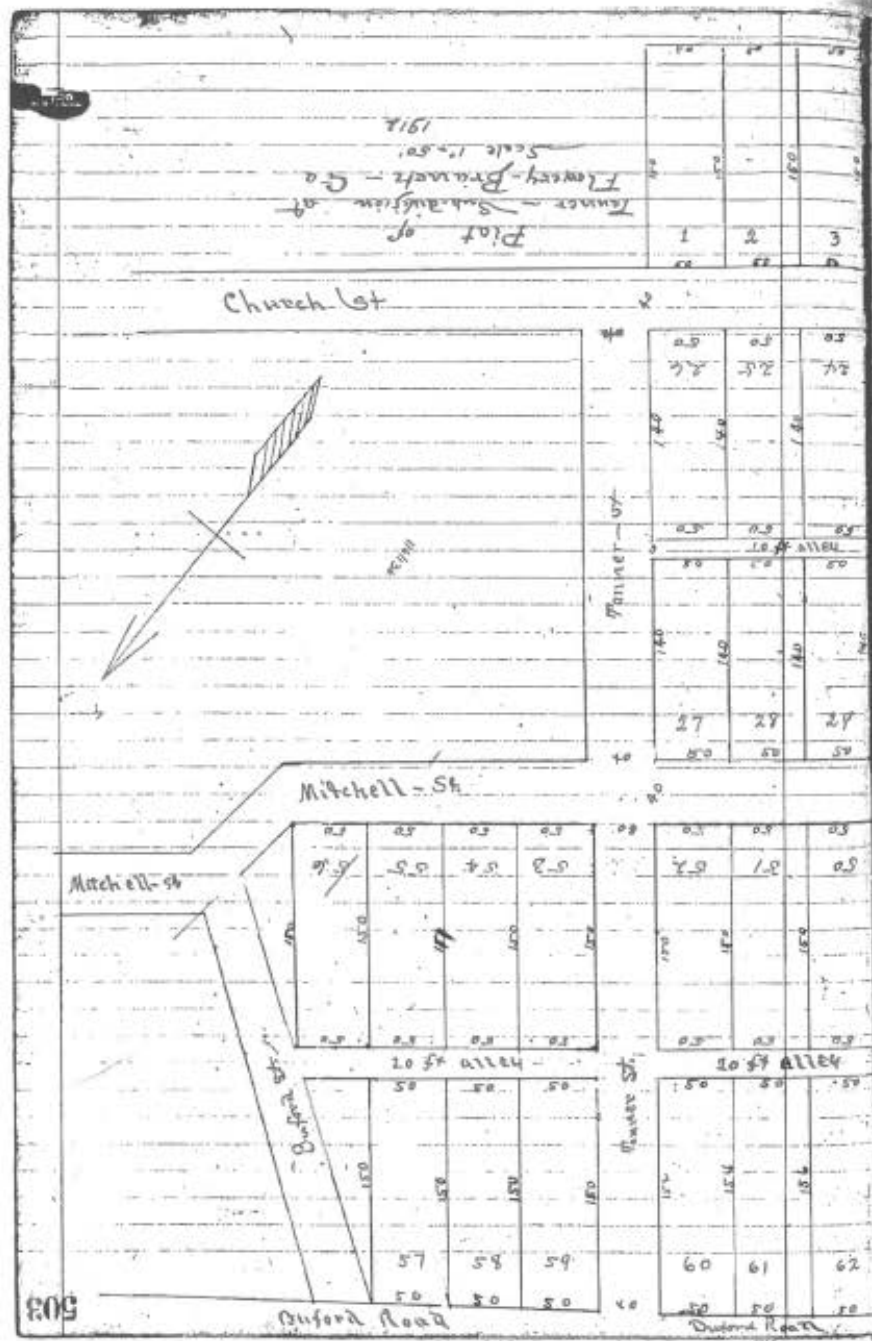
Preliminary Opinion of Probable Cost
14140
City of Flowery Branch
Last Revised: December 23, 2019

		Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition					
Sawcut asphalt edge	600	LF	\$2.50	\$1,500	
Demolish and remove asphalt, haul off	15	SY	\$35.00	\$525	
Remove drop inlet	1	Each	\$500.00	\$500	
Remove storm sewer up to 24"	30	LF	\$15.00	\$450	
			Subtotal	\$980	1.30%
Site Plan					
Graded Aggregate Base	140	Ton	\$80.00	\$11,200	
Concrete sidewalk, 4 in.	200	SY	\$45.00	\$9,000	
Curb and Gutter	700	LF	\$12.00	\$8,400	
Bituminous Asphalt 4.75mm SP	70	ton	\$175.00	\$12,250	
Bituminous Asphalt 19mm SP	45	ton	\$200.00	\$9,000	
			Subtotal	\$49,850	68.22%
Grading & Drainage Plan					
18" RCP	195	LF	\$40.00	\$7,800	
36" RCP	35	LF	\$85.00	\$2,975	
Endwall	1	EACH	\$3,000.00	\$3,000	
Storm Structure 0-6 ft depth	1	EACH	\$4,000.00	\$4,000	
Fine Grading	1	LS	\$3,000.00	\$3,000	
			Subtotal	\$20,775	28.43%
Landscaping					
Permanent Grassing-Sodding Bermuda	2000	SF	\$0.75	\$1,500	
			Subtotal	\$1,500	2.05%
				Total	\$73,075

Note: All opinions of probable costs shown include installation unless specified otherwise
Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.



We want to support and continue the investment we made at the Roundabout and Jones Park.



December
2017

Stormwater Facilities
are Currently
Inadequate for even
existing development









Preliminary Opinion of Probable Cost

14140

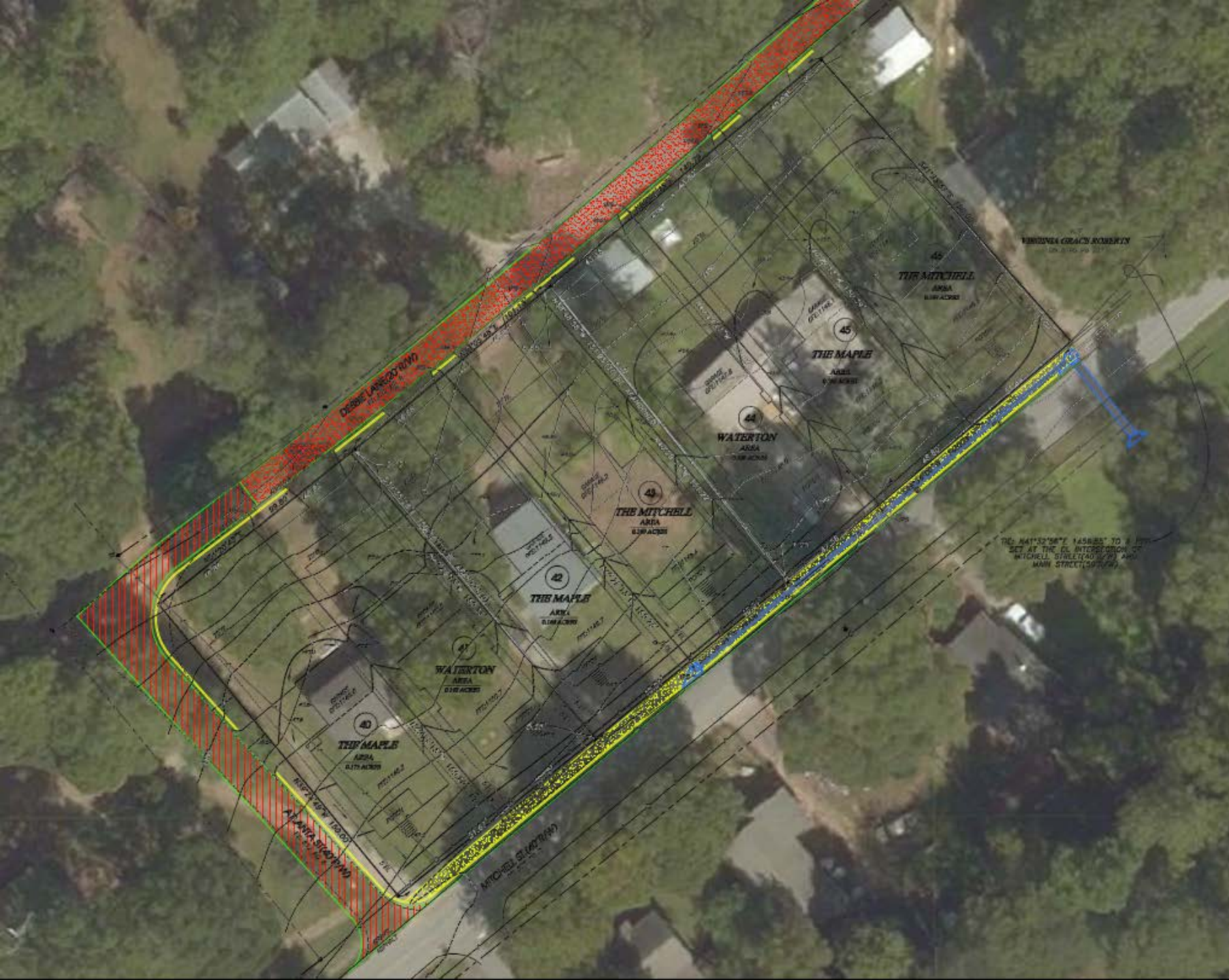
City of Flowery Branch

Last Revised: December 23, 2019

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Remove storm sewer up to 24"	30	LF	\$15.00	\$450	
			Subtotal	\$950	1.30%
Site Plan					
Graded Aggregate Base	140	Ton	\$80.00	\$11,200	
Concrete sidewalk, 4 in.	200	SY	\$45.00	\$9,000	
Curb and Gutter	700	LF	\$12.00	\$8,400	
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Grading & Drainage Plan					
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Endwall	1	EACH	\$3,000.00	\$3,000	
Storm Structure 0-6 ft depth	1	EACH	\$4,000.00	\$4,000	
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Landscaping					
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\$73,075 is
for 7 lots,
not the full
13 they have
planned for.



13 lots
they
hope to
develop



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider a Stormwater Utility Feasibility Study

COUNCIL MEETING DATE: August 20, 2020

HISTORY:

During the February 2020 Council Retreat, city management, staff, Mayor, and Council discussed the needs for stormwater improvements throughout the City and the costs associated with improvements along with routine maintenance. Council expressed an interest in a study to determine if the City would benefit from a stormwater utility to help cover these costs.

FACTS AND ISSUES:

Over the past three-four years, the City has had to repair two stormwater culverts and one was an emergency repair. This study will help us understand all of the City's stormwater needs and the timing of each project as well as associated costs. Performing this study and the possibility of a stormwater utility could assist the City to become more proactive with maintenance and repairs rather than reactive as mentioned above. Below is the detailed scope of work:

1. Convene a Storm Water Utility Feasibility Committee • With staff input and city council approval, appoint a Storm Water Utility Feasibility Committee to discuss ideas and help shape the direction of the feasibility study.
2. Quantify Costs of owning, managing and maintaining the City's Municipal Separate Storm Sewer System (MS4) •
 - Quantify the annual regulatory cost of the Municipal Separate Storm Sewer System.
 - Review, discuss, revise and/or develop an Extent of Service/Level of Service (EOS/LOS) policy for maintaining the City's MS4. The Extent of Service (EOS) policy describes the components of the storm drainage system maintained by the City. The Level of Service (LOS) policy establishes the strategic program goals for the stormwater program and the tactical service goals that guide the maintenance activities for the stormwater drainage system.
 - Develop a capital program of storm water improvements with concept level budgets.
 - Review historical budgets of storm water related activities.
 - Review adjacent and sister cities' storm water utilities details
3. Prepare a Rate Study
 - Discuss the concepts behind storm water impacts to city infrastructure expenses and how the percentage of impervious surface quantifies the impact a property has on storm water runoff.
 - Using GIS, quantify average imperviousness of the typical residential lot, develop equivalent residential unit (ERU), recommend a rate per ERU.
 - Connect revenue generation to expected annual cost of operating the utility.
 - Discuss appropriate exemptions from the fee.
 - Discuss collection methods (Utility bill, Tax bill, separate billing) and explore the cost of collection.
4. Prepare a Report on the Committee's finding and recommend the next steps.
5. Draft a Storm Water Utility Ordinance.
6. Present Report to the City Council.

CPL will perform the above referenced scope of work for a lump sum of \$34,850.

There are two options to pay for this study.

- Local Resources Fund Balance (recommended)
- General Fund Balance

OPTIONS:

Approve the Feasibility Study or do not approve.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

\$34,850 from the Local Resources Fund Balance

RECOMMENDATION:

Approve the Stormwater Utility Feasibility Study with Clark Patterson Lee.

SAMPLE MOTION:

I make a motion for the City Council to approve the Storm Water Feasibility Study with Clark Patterson Lee and pay for this study through the Local Resources Fund Balance.

COLLABORATING DEPARTMENT:

Administration

DEPARTMENT: Finance

Prepared by: Vickie Short

ATTACHMENTS

- [EXECUTIVE SUMMARY -Storm Water Utility Feasibility Proposal.pdf](#)
- [Flowery Branch Storm Water Utility Proposal 7-22-2020.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Storm Water Utility Feasibility Proposal

DATE: 8/1/2020

BUDGET INFORMATION:

ANNUAL-

CAPITAL-

☒ **RECOMMENDATION**

☐ **POLICY DISCUSSION**

☐ **STATUS REPORT**

☐ **OTHER**

COUNCIL ACTION REQUESTED ON September 3, 2020

PURPOSE: To authorize the approval of the Storm Water Utility Feasibility Study through Clark Patterson Lee for a total cost of \$34,850.

HISTORY:

During the February 2020 Council Retreat, city management, staff, Mayor, and Council discussed the needs for stormwater improvements throughout the City and the costs associated with improvements along with routine maintenance. Council expressed an interest in a study to determine if the City would benefit from a stormwater utility to help cover these costs.

FACTS AND ISSUES:

Over the past three-four years, the City has had to repair two stormwater culverts, and one was an emergency repair. This study will help us understand all of the City's stormwater needs and the timing of each project as well as associated costs. Performing this study and the possibility of a stormwater utility could assist the City to become more proactive with maintenance and repairs rather than reactive, as mentioned above. Below is the detailed scope of work:

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-
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stormwater drainage system.

- Develop a capital program of storm water improvements with concept level budgets.
- Review historical budgets of storm water related activities.
- Review adjacent and sister cities' storm water utilities details

3. Prepare a Rate Study

- Discuss the concepts behind storm water impacts to city infrastructure expenses and how the percentage of impervious surface quantifies the impact a property has on storm water runoff.
- Using GIS, quantify average imperviousness of the typical residential lot, develop equivalent residential unit (ERU), recommend a rate per ERU.
- Connect revenue generation to expected annual cost of operating the utility.
- Discuss appropriate exemptions from the fee.
- Discuss collection methods (Utility bill, Tax bill, separate billing) and explore the cost of collection.

4. Prepare a Report on the Committee's finding and recommend the next steps.

5. Draft a Storm Water Utility Ordinance.

6. Present Report to the City Council.

CPL will perform the above referenced scope of work for a lump sum of \$34,850.

There are two options to pay for this study.

- Local Resources Fund Balance (recommended)
- General Fund Balance

OPTIONS: Approve the Feasibility Study or do not approve.

RECOMMENDED SAMPLE MOTION:

I make a motion for the City Council to approve the Storm Water Feasibility Study with Clark Patterson Lee and pay for this study through the Local Resources Fund Balance.

DEPARTMENT: Administration and Public Works

Prepared by: Alisha Gamble

July 22, 2020

Mr. Bill Andrew, City Manager
City of Flowery Branch
PO Box 757
5410 Pine Street
Flowery Branch, GA. 30542

VIA EMAIL

RE: City of Flowery Branch
Storm Water Utility Feasibility Proposal

Dear Mr. Andrew:

Clark Patterson Lee (CPL) is pleased to provide this proposal to study the feasibility of a storm water utility as a means of funding the storm water management regulatory and infrastructure challenges facing the city, as follows:

Scope of Work

1. Convene a Storm Water Utility Feasibility Committee

- With staff input and city council approval, appoint a Storm Water Utility Feasibility Committee to discuss ideas and help shape the direction of the feasibility study.

2. Quantify Costs of owning, managing and maintaining the City's Municipal Separate Storm Sewer System (MS4)

- Quantify the annual regulatory cost of the Municipal Separate Storm Sewer System.
- Review, discuss, revise and/or develop an Extent of Service/Level of Service (EOS/LOS) policy for maintaining the city's MS4. The Extent of Service (EOS) policy describes the components of the storm drainage system maintained by the City. The Level of Service (LOS) policy establishes the strategic program goals for the stormwater program and the tactical service goals that guide the maintenance activities for the stormwater drainage system.
- Develop a capital program of storm water improvements with concept level budgets.
- Review historical budgets of storm water related activities.
- Review adjacent and sister cities' storm water utilities details

3. Prepare a Rate Study

- Discuss the concepts behind storm water impacts to city infrastructure expenses and how the percentage of impervious surface quantifies the impact a property has on storm water runoff.
 - Using GIS, quantify average imperviousness of the typical residential lot, develop equivalent residential unit (ERU), recommend a rate per ERU.
 - Connect revenue generation to expected annual cost of operating the utility.
 - Discuss appropriate exemptions from the fee.
 - Discuss collection methods (Utility bill, Tax bill, separate billing) and explore the cost of collection.
- 4. Prepare a Report on the Committee's finding and recommend the next steps.**
 - 5. Draft a Storm Water Utility Ordinance.**
 - 6. Present Report to the City Council.**

Fee Proposal

CPL will perform the above referenced scope of work for a lump sum of \$34,850.

We will not exceed the estimated budget without authorization from the City. Direct expenses will be billed at cost plus 10%. Direct expenses include, but are not limited to, reproduction cost, courier service, mileage, telephone/fax cost, etc.

TERMS AND CONDITIONS:

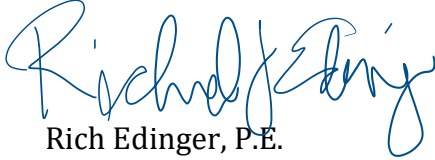
This agreement shall be administered in accordance with the Terms and Conditions listed in Appendix "A" and the hourly rates listed in Appendix "B" attached hereto.

This document together with the exhibits and/or appendices identified herein constitutes the entire understanding between Flowery Branch and CPL with respect to the work to be performed by CPL for the benefit of Flowery Branch and may only be modified in writing signed by both parties. Please sign and return the enclosed copy of this letter if this document satisfactorily sets forth the understanding of the arrangement between Flowery Branch and CPL. Receipt of the signed agreement will serve as our notice to proceed. This Contract will be open for acceptance for sixty days from the date of this letter.

We look forward to working with you on this project.

Sincerely,

CPL ARCHITECTURE ENGINEERING & PLANNING



Rich Edinger, P.E.

Vice President

cc: file

Accepted this _____ day of _____, 2020

By: _____ Title: _____

APPENDIX "A"

TERMS AND CONDITIONS

1. Clark Patterson Lee (hereinafter called "CPL") shall perform the services defined in this Letter Agreement and Client agrees to pay CPL for said services as set forth below.
2. All documents including Drawings and Specifications prepared by CPL are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by CPL for the specific purpose intended will be at Clients sole risk and without liability or legal exposure to CPL; and Client shall indemnify and hold harmless CPL from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle CPL to further compensation at rates to be agreed upon by Client and CPL.
3. Client agrees to additionally compensate CPL for services resulting from significant changes in general scope of Project, for revising previously accepted reports, studies, design documents, or Contract Documents, or for delays caused by others rather than CPL.
4. Construction cost estimates prepared by CPL represents CPL's best judgment as professionals familiar with the construction industry. It is recognized, however, that CPL has no control over cost of labor, materials, or equipment, over contractors' methods of determining bid prices, or over competitive bidding or market conditions. CPL cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from cost estimates prepared by CPL.
5. If requested by Client or if required by the scope of services of the Agreement, CPL shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the Contract Documents. However, CPL shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the work. CPL shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, for the acts or omissions of the contractor, subcontractors, or any other persons performing any of the work, or for the failure of any of them to carry out the work in accordance with the Contract Documents.
6. Surveying will be provided as stated in the Agreement. Surveying provided on an hourly basis will be charged with a 4-hour minimum at the hourly rates in effect at the time the service is performed. Replacement of survey markers resulting from contractor disturbance or vandalism will be accomplished on an hourly basis.
7. The cost of permits, fees, toll telephone calls, courier service, reproduction of reports, Drawings, and Specifications, transportation in connection with the Project, and other out of pocket expenses will be reimbursed to CPL by Client at cost plus 15%.
8. CPL shall submit monthly statements for services rendered and for reimbursable expenses incurred. Statements will be based upon CPL's time of billing. Payment is due upon receipt of CPL's Statement. If Client fails to make any payment due CPL for services and expenses within 30 days after the date of CPL's statement therefore, the amounts due CPL shall include a charge at the rate of 1.5% per month (18% per annum), or portion thereof, from said 30th day, and, in addition, CPL may, after giving 7 days' written notice to Client, suspend services under this Agreement until CPL has been paid in full all amounts due CPL are collected through an attorney or collection agency, Client shall pay all fees and costs of collection.
9. This Agreement may be terminated by either party upon 7 days' written notice should the other party fail substantially to perform in accordance with its terms through no fault to the party initiating termination, or in the event Project is cancelled. In the event of termination, CPL shall be paid the compensation plus Reimbursable Expenses due for services performed to termination date.
10. This Agreement shall be governed by the laws of the State Georgia. Liability shall be limited to amount of the fees paid for professional services.
11. The services to be performed by CPL under this Agreement are intended solely for the benefit of the Client. Nothing contained herein shall confer any rights upon or create any duties on the part of CPL toward any persons not a party to this Agreement including, but not limited to, any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.
12. Client and CPL each binds himself and his partners, successors, executors, administrators, and assigns to the other party to this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement. Neither Client nor CPL shall assign, sublet, or transfer his interest in this Agreement without the written consent of the other; however, CPL may employ others to assist in the carrying out of duties under this Agreement.

APPENDIX "B"
CPL HOURLY RATES

PRINCIPAL ENGINEER	\$210 - \$240/HR
PROJECT MANAGER	\$180 - \$210/HR
SR. STAFF ENGINEER / SR. ARCHITECT / SR. PLANNER	\$ 145 - \$165/HR
STAFF ENGINEER / ARCHITECT / PLANNER	\$ 125 - \$150/HR
JR. ENGINEER / JR. ARCHITECT / JR. PLANNER	\$ 85 - \$125/HR
DESIGNER / DRAFTPERSON	\$ 60 - \$70/HR
JR. DESIGNER / JR. DRAFTPERSON / JR. PLANNER	\$ 50 - \$55/HR
SECRETARIAL	\$ 45/HR
AUTO MILEAGE	IRS RATE + 15%
MISCELLANEOUS	COST PLUS 15%

Last revised March 1, 2019



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider a request submitted by Bowen-Stark to approve site changes to an approved site specific PUD.

COUNCIL MEETING DATE: August 20, 2020

HISTORY:

On March 1, 2018, City Council approved Ordinance No.543 (attached). This ordinance amended the official zoning map of the City rezoning a 21.34 +/- parcel of land from A (Agricultural) to PUD (Planned Unit Development) granting the applicant, MB regional Enterprises, LLC, the ability to construct 67 single family home subdivision as well as a future commercial out-parcel.

FACTS AND ISSUES:

As part of the rezoning a site plan was approved by Council. The applicant has asked to modify the Radford Road entrance by converting five (5) of the approved rear entry product to front entry homes with front porches to better mirror the Gainesville Street entrance. Additionally, this would allow for the construction of two (2) more front- loaded homes – lots 68 and 69 (which is allowed per the conditions of zoning). The applicant feels the front-loaded product with the Gainesville Street entrance streetscape has been very successful and would like to reproduce it at the second entrance off of Radford Road. Staff felt it significant enough to bring it back through as a work session item for review. Staff does not feel this will impact the overall project approval and does not recommend the case be brought back for further review.

OPTIONS:

Deem the changes as in the spirit of and reflective of the intent of the original ordinance and approve the changes as a work session only item. If the changes are viewed as too substantive and Council may have the applicant go through the rezoning process - public hearing and two votes - to render a decision on the proposed changes.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Approve modification as submitted.

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Planning

Prepared by: Vickie Short

ATTACHMENTS

- [2020-08-10 Explanation for Park Haven plat revisions.pdf](#)
- [17055 Park Haven Final Plat 082819 2.pdf](#)
- [17055-LOT REVISION 25-35 EXHIBIT-080320.pdf](#)
- [Front Entry Houses-2.jpg](#)
- [Front Entry Houses-3.jpg](#)
- [Rear Entry Houses-1.JPG](#)
- [Rear Entry Houses-2.JPG](#)
- [Front Entry Houses-1.JPG](#)
- [Staff Letter of Explanation and Original Ordinance.pdf](#)

EXPLANATION FOR PARK HAVEN COMMUNITY PLAT REVISIONS

DATED 08/10/2020

Per the attached Park Haven lot revision plat, we are proposing the follow modifications to the City of Flowery Branch:

- 1- Converting Lots 25-29 to front entry house lots, and revising the lot lines and the front yard setbacks to accommodate these conversions.
- 2- Adding Lots 68 and 69 as front entry house lots
- 3- Removing 14,000 S.F. asphalt alley for old rear entry lots

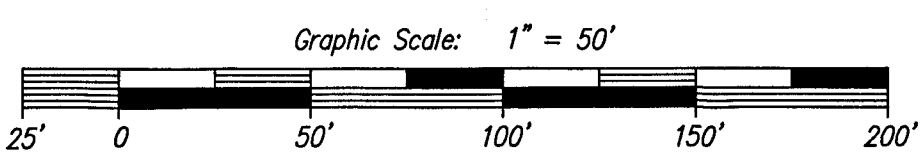
Why are we proposing these modifications to Park Haven?

- 1- Because this change will make the streetscape coming into Park Haven from Radford Road more compatible with the streetscape coming into Park Haven from Gainesville Street.
 - ❖ When we originally met with the City Planner and got his feedback from the City Council about our new Park Haven community, the City Council suggested that we create a street scape with front porches as you come into Park Haven from the entrance on Gainesville Street. Because that streetscape has turned out so well, we want to create that same type of streetscape as you come into Park Haven from Radford Road. Currently the lots on the left as you drive into Park Haven from Radford Road are rear entry houses, and we would like to convert those first 5 houses on the left to front entry houses to create a similar streetscape entrance as the entrance from Gainesville Street.
- 2- Because our buyers want more front entry houses.
 - ❖ Our Park Haven buyers are demanding more of the front entry houses. At the same time that we have sold or closed 4 rear entry houses, we have sold or closed 20 front entry houses. Some of this is a function of inventory availability, but much more is a function of what our agents are telling us the buyers want. When our buyers compare the front and rear entry houses, they almost invariably want the front entry product, unless there is a steep price reduction to purchase the rear entry product.

We realize that there will be a transition between lots 29 and 30, which would become the last front entry house (29) and the first rear entry house (30) on the same side of the street. But our plan is to produce a visual transition, using trees and hedges to create an evergreen screen between those lots, so that the transition between the two differing houses will not seem very evident.

We are attaching pictures of the streetscapes of both the front garage entry houses, and the rear garage entry houses, that are currently in our Park Haven community. We believe that these pictures are further evidence that the front entry houses create a much more visually appealing streetscape than the rear entry houses, and we would like to expand upon that appearance in Park Haven with the plat revisions that we are requesting. Thanks for your consideration of these modifications.

THIS BLOCK RESERVED FOR THE
OF THE SUPERIOR COURT



DATE										
REVISION										
No.	1.	2.	3.	4.	5.					
KWB DRAWN	AS SHOWN SCALE									
OCB CHECKED	2 of 3									
05/20/19 DATE	17-055 PROJECT No.									

2 of 3











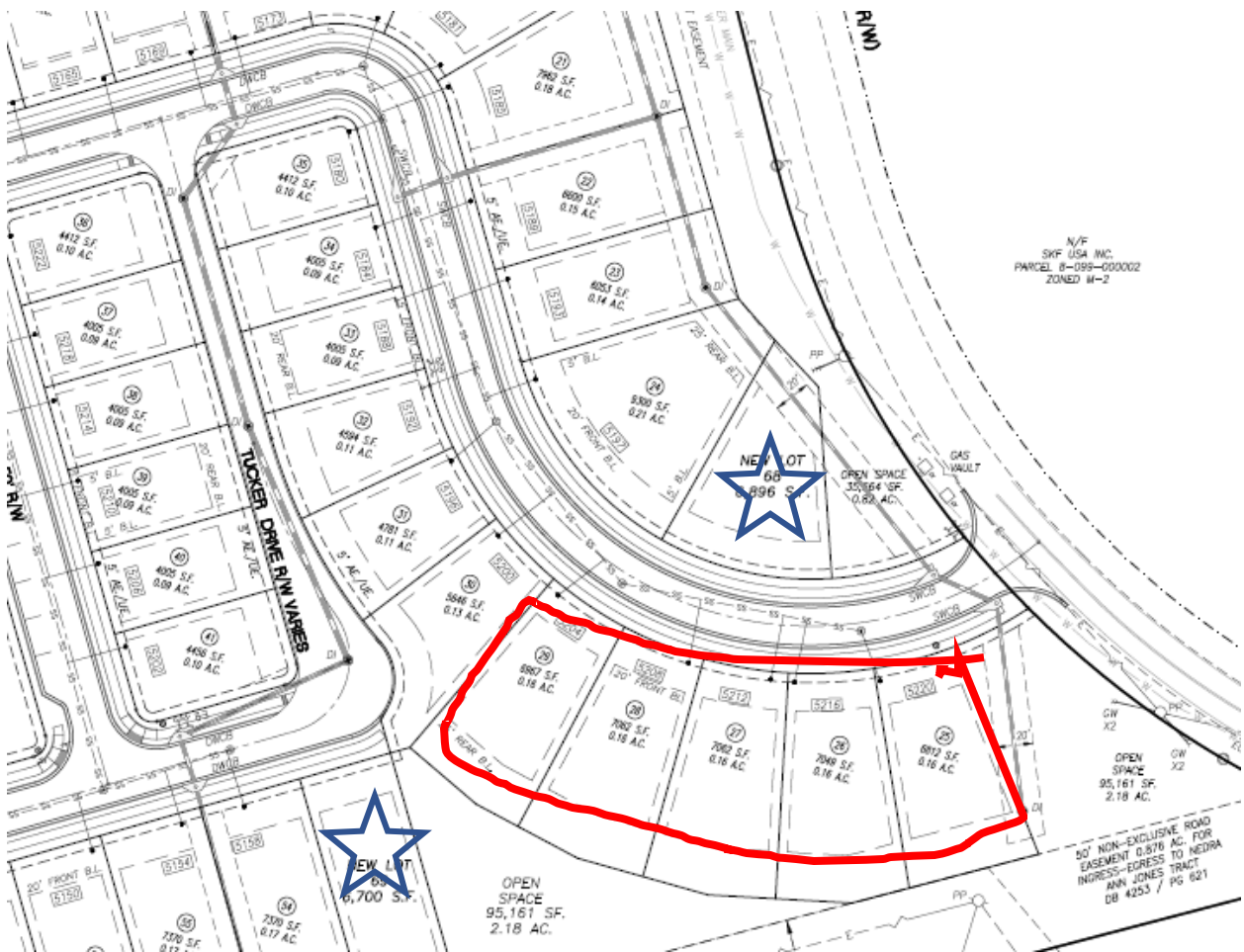


Park Haven
Proposed Site Changes

On March 1, 2018, City Council approved Ordinance No.543 (attached). This ordinance amended the official zoning map of the City rezoning a 21.34 +/- parcel of land from A (Agricultural) to PUD (Planned Unit Development) granting the applicant, MB regional Enterprises, LLC, the ability to construct 67 single family home subdivision as well as a future commercial out-parcel. As part of the rezoning a site plan was approved by Council. The applicant has asked to modify the Radford Road entrance by converting five (5) of the approved rear entry product to front entry homes with front porches to better mirror the Gainesville Street entrance. Additionally, this would allow for the construction of two (2) more front-loaded homes – lots 68 and 69 (which is allowed per the conditions of zoning). The applicant feels the front-loaded product with the Gainesville Street entrance streetscape has been very successful and would like to reproduce it at the second entrance off of Radford Road. Staff felt it significant enough to bring it back through as a work session item for review. Staff does not feel this will impact the overall project approval and does not recommend the case be brought back for further review.

Proposed changes:

- 1- Converting Lots 25-29 to front entry house lots and revising the lot lines and the front yard setbacks to accommodate these conversions.
- 2- Adding Lots 68 and 69 as front entry house lots
- 3- Removing 14,000 S.F. asphalt alley for old rear entry lots



New Lots

Five Converted Lots Outlined in **RED**



Public Hearing Published 01/31/2018
Public Hearing 02/15/2018

First Reading 02/15/2018
Adopted 03/01/2018

ORDINANCE NO. 543

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF FLOWERY BRANCH, GEORGIA, BY ZONING A TRACT OF REAL PROPERTY TO PLANNED UNIT DEVELOPMENT (PUD). THE PROPERTY IS A 21.34+/- TRACT OF LAND IDENTIFIED AS TAX PARCEL 08099 000006. SAID PROPERTY IS CURRENTLY ZONED AGRICULTURAL (A). SUBJECT PROPERTY IS SHOWN ON ATTACHED EXHIBIT "A" AND LEGALLY DESCRBED ON ATTACHED EXHIBIT "B" AND SHALL BE SUBJECT TO ALL CONDITIONS SET FORTH AND SHOWN ON ATTACHED EXHIBIT "C"; PROVIDING FOR FINDINGS, SEVERABILITY, REPEALING CONFLICTING ORDINANCES, AND FOR ALL OTHER LAWFUL PURPOSES.

WHEREAS, McCrary Family Partnership owns all that tract or parcel of land totaling 21.34+/- acres identified as Parcel Tax Identification No. 08099 000006; Parcel is shown on Exhibit "A", and as legally described on Exhibit "B"; and

WHEREAS, specific conditions shall be placed on subject parcel as shown on attached exhibit "C"; and

WHEREAS, the City Council of the City of Flowery Branch has considered the application of MB Regional Enterprises in conjunction with the standards set forth in Article 34 - Section 34.7 of Zoning Ordinance No. 348 of the City of Flowery Branch, Georgia; and

WHEREAS, the City Council held a public hearing at the meeting of February 15, 2018 duly noticed as prescribed by law and published in the Gainesville Times, regarding said application, as shall be set forth in the minutes of said meeting.

NOW THEREFORE, THE COUNCIL OF THE CITY OF FLOWERY BRANCH DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. FINDINGS.

The City Council finds that the proposed rezoning from Flowery Branch A (Agricultural) to Flowery Branch PUD (Planned Unit Development) is consistent with the adopted standards for governing the exercise of the zoning power consistent with O.C.G.A. § 36-66-5 and requirements of the Zoning Ordinance as identified below.

1. The proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.
2. The proposal is not expected to adversely affect the existing use or usability of adjacent or nearby property.

3. The property could be used in accordance with the existing regulations and has a reasonable economic use as currently zoned A; however, an alternative use is appropriately considered.
4. The development if approved and constructed is not expected to result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.
5. The proposal is in conformity with the policy and intent of the comprehensive plan and the character area map and future land use plan map.
6. The proposal is considered appropriate in view of existing use(s) and zoning of the subject property and nearby properties.
7. No determination has been made by staff with regard to the value differential between development under the current zonings as opposed to PUD.
8. A proposed development will not be a deterrent to the value or improvement of development of adjacent property in accordance with existing regulations.
9. There are no known adverse effects that would result from the change in zoning district map, or change in use, on the character of a zoning district.
10. Development as proposed is not expected to impact on the environment, including but not limited to, drainage, soil erosion and sedimentation, flooding, air quality and water quality. Compliance with city subdivision and land development regulations will be required, which include but are not limited to soil erosion and sedimentation, stormwater, and flood damage prevention.

SECTION 2. LEGAL DESCRIPTION AND CONDITIONS.

The rezoning of the subject parcel, as shown on Exhibit “A” and as legally described in Exhibit “B”, from Flowery Branch A (Agricultural) to Flowery Branch PUD (Planned Unit Development). Conditions as set forth in Exhibit “C”. Said Exhibits are incorporated by reference as if fully set forth herein.

SECTION 3. AMENDMENT OF THE ZONING MAP.

This Ordinance is enacted as an amendment to the Zoning Map of Flowery Branch, Georgia. Accordingly, the Zoning Administrator is hereby authorized to update the Official Map consistent with Article 3 of the Zoning Ordinance.

SECTION 4. SEVERABILITY.

Should any section or provision of this Ordinance be declared invalid or unconstitutional by any court of competent jurisdiction, such declaration shall not affect the validity of this Ordinance as a whole or any part thereof which is not specifically declared to be invalid or unconstitutional.

SECTION 5. EFFECTIVE DATE.

The effective date of this Ordinance shall be upon adoption by the City Council of the City of Flowery Branch, Georgia.

SECTION 6. REPEALER.

All ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

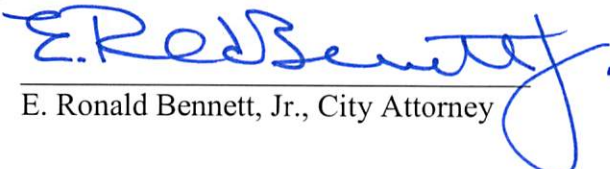
Adopted this 1st day of March 2018.


James M. Miller, Mayor

ATTEST:


Melissa McCain, City Clerk

APPROVED AS TO FORM:


E. Ronald Bennett, Jr., City Attorney



The site plan illustrates a residential development with numerous lots arranged around a central green space. Key features include:

- Streets:** McIVER ROAD (OFFHOURS RD) to the north, GANESVILLE STREET to the east, and a proposed new street to the south.
- Infrastructure:** A proposed new sewer line and a proposed new water line are shown.
- Landmarks:** A proposed new park area is located in the center of the tract.
- Surrounding Areas:** The plan shows the tract's location relative to the surrounding area, including the location of the proposed new street and the proposed new sewer line.

DEVELOPMENT SUMMARY

1. The proposed development is a residential tract consisting of 100 lots, 10 of which are reserved for future development.

2. The proposed development is located on the north side of the proposed new street, between McIVER ROAD (OFFHOURS RD) and the proposed new sewer line.

3. The proposed development is bounded by McIVER ROAD (OFFHOURS RD) to the north, GANESVILLE STREET to the east, and the proposed new sewer line to the south.

4. The proposed development is bounded by the proposed new sewer line to the south, the proposed new water line to the east, and the proposed new park area to the west.

5. The proposed development is bounded by the proposed new sewer line to the south, the proposed new water line to the east, and the proposed new park area to the west.

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10. The proposed development is bounded by the proposed new sewer line to the south, the proposed new water line to the east, and the proposed new park area to the west.

PLAN

1. The proposed development is a residential tract consisting of 100 lots, 10 of which are reserved for future development.

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10. The proposed development is bounded by the proposed new sewer line to the south, the proposed new water line to the east, and the proposed new park area to the west.

Attachment "B"

All that tract or parcel of land lying and being in Land Lot 99 of the 8th District, Flowery Branch, Hall County, Georgia and being more particularly described as follows:

To find THE TRUE POINT OF BEGINNING, begin at the intersection of the southerly right-of-way of McEver Road having an 80' right-of-way width with the westerly right-of-way of Radford Road having a 55' right-of-way, said point being THE TRUE POINT OF BEGINNING.

THENCE along said right-of-way of Radford Road for the following three (3) courses and distances:

THENCE South 29 degrees 22 minutes 25 seconds East a distance of 304.05 feet to a point;

THENCE along a curve to the left for an arc length of 411.06 feet, having a radius of 512.71 feet, being subtended by a chord bearing South 52 degrees 20 minutes 28 seconds East, for a distance of 400.14 feet to a point;

THENCE South 75 degrees 18 minutes 32 seconds East a distance of 94.64 feet to a point;

THENCE South 59 degrees 14 minutes 16 seconds West a distance of 636.67 feet leaving said right-of-way to a point;

THENCE South 59 degrees 04 minutes 46 seconds West a distance of 822.79 feet to a point;

THENCE along said right-of-way of Gainesville Street for the following nine (9) courses and distances:

THENCE along a curve to the left for an arc length of 797.83 feet, having a radius of 769.90 feet, being subtended by a chord bearing of North 10 degrees 40 minutes 24 seconds West, for a distance of 762.61 feet to a point;

THENCE North 40 degrees 21 minutes 37 seconds West a distance of 67.50 feet to a point;

THENCE North 49 degrees 42 minutes 37 seconds East a distance of 10.94 feet to a point;

THENCE North 40 degrees 17 minutes 23 seconds West a distance of 95.00 feet to a point;

THENCE North 49 degrees 42 minutes 37 seconds East a distance of 17.00 feet to a point;

THENCE North 40 degrees 17 minutes 23 seconds West a distance of 65.00 feet to a point;

THENCE South 49 degrees 42 minutes 37 seconds West a distance of 17.00 feet to a point;

THENCE North 40 degrees 17 minutes 23 seconds West a distance of 30.00 feet to a point;

THENCE North 11 degrees 07 minutes 33 seconds East a distance of 43.30 feet to a point located on the southerly right-of-way of McEver Road having a 80' right-of-way;

THENCE along said right-of-way for the following two (2) courses and distances:

THENCE North 74 degrees 21 minutes 29 seconds East a distance of 872.32 feet to a point;

THENCE along a curve to the left for an arc length of 155.42 feet, having a radius of 1,223.74 feet, being subtended by a chord bearing of North 70 degrees 42 minutes 11 seconds East, for a distance of 155.32 feet to a point, said point being THE TRUE POINT OF BEGINNING.

The above described tract of land contains 21.335 acres more or less.

Attachment “C” – Conditions of Zoning

1. Site
 - A. Layout of project shall generally adhere to the submitted plan
 - B. 67 single family units
 - C. Landscape plan shall be submitted prior to final plat
 - D. Individual lots shall show landscaping at time of permit
 - E. Street trees shall be planted with root barriers
 - F. Roads and alleyways shall be public
 - G. Water and sewer shall be provided by the City of Flowery Branch
2. Home/Lot Design
 - A. Homes shall be craftsman style with unique designs throughout the project
 - B. A detailed plan book showing home elevations shall be approved by City Council prior to the recording of the final plat
 - C. Driveways shall be a minimum of 23’ from back of sidewalk
 - D. Lots 1, 2 and 54-67 shall have front porches; porches shall have a minimum depth of 6’ and a minimum length of 10’
3. Outparcel
 - A. Part of the PUD and shall be zoned as such
 - 1) No gas stations will be allowed on this site
 - 2) All commercial uses other than retail, office, or food service shall require a conditional use permit
 - B. Developed separately and subservient to the residential portion of the PUD
 - 1) Separate landscape plan with dense buffer abutting residential portion of the PUD
 - 2) Layout of building must be approved
 - 3) Materials must be consistent with subdivision
 - 4) Pedestrian access to the subdivision shall be provided
 - 5) Sign plan for entire development must be submitted and approved by staff
 - a. Design style
 - b. Location of all signs
 - c. No lighted or animated signs shall face the residential subdivision
 - 6) Lighting plan must be submitted and approved by staff
 - 7) Dumpster must be fully enclosed, and materials must be consistent with primary structure
4. Major and Minor PUD Changes
 - A. Major shall include
 - 1) Change in unit number of 3 or more
 - 2) Reduction in setback greater than 5 feet (homes must always be 10’ apart from one another regardless of setback)
 - 3) Any change deemed major by staff
 - B. Minor shall include
 - 1) Change in unit number of 2 or less
 - 2) Reduction in setback less than 5 feet
 - 3) Approved TAD funds allocated for on site improvements
 - 4) All other changes deemed non-major by Staff



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider Mayor Mike Miller Per Diem

COUNCIL MEETING DATE: August 20, 2020

HISTORY:

FACTS AND ISSUES:

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Vickie Short

ATTACHMENTS

- [Mike Miller August Per Diem.pdf](#)



**CITY OF FLOWERY BRANCH
MAYOR & COUNCIL ATTENDANCE SHEET
PER DIEM PAY**

NAME Mike Miller

MONTH/YEAR August 2020

	MEETING DATE	DESCRIPTION OF MEETING
1	8/7/2020	EDC
2	8/11/2020	MPO
3		
4		
5		

My signature certifies that I am eligible to be paid for 5 meeting dates, maximum 5 per month, in accordance with per diem pay as described in Ordinance No. 477. Total \$100.00(\$50.00 per mtg)

Signature



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider Resolution 20-022: Re-appropriation of Fiscal Year 2021 funds for Mitchell Street Stormwater Infrastructure Improvements and award contract to Summit Construction and Development, LLC.

COUNCIL MEETING DATE: August 20, 2020

HISTORY:

The City of Flowery Branch needs Mitchell Street Stormwater Infrastructure Improvements for curb and gutter, sidewalks, storm drain, and utilities to serve a proposed residential development project per the provided construction documents. In the previous presentation to Council, the scope of this project included seven lots with a cost estimate of \$73,075 and only included 5" sidewalk. The new scope, at a cost of \$361,693.21, consists of all thirteen lots along Mitchell Street, the 5' sidewalk, sanitary sewer relocation, water sewer lines, and stormwater pipe and catch basins (see the attached binder for details). This project scope does not include infrastructure improvements needed to get the stormwater down to the Railroad, which will need to be a Phase II project.

FACTS AND ISSUES:

- Four qualified bids received:
- Summit Construction & Development, LLC. \$361,693.21
- Archimetric Design & Construction, Inc. \$426,492.00
- Ohmshiv Construction, LLC. \$493,123.09
- The Dickerson Group, Inc. \$686,700.00

Summit Construction's bid is lower than the cost estimate provided by Clark Patterson Lee.

OPTIONS:

Approve for the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater infrastructure improvements and award the contract to Summit Construction and Development, LLC.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

\$391,693.21 + \$36,169 (10% contingency), for a total of \$397,862.21 from the Local Resources Fund

RECOMMENDATION:

To authorize the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

SAMPLE MOTION:

I make a motion for the City Council approve for the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

COLLABORATING DEPARTMENT:

Administration

DEPARTMENT: Finance

Prepared by: Vickie Short

ATTACHMENTS

- [EXECUTIVE SUMMARY -Mitchell Street Infrastructure Project.pdf](#)
- [CPL2020-001 Mitchell St Infrastructure Bid Tabulation Sheet 7-30-2020.pdf](#)
- [Cost Estimate 2020 and Funding Proposal.pdf](#)
- [Bid Invitation - 6-24-2020 - Newspaper Copy.pdf](#)
- [Mitchell Street Infrastructure Project for Council Packet Binder 8-6-2020.pdf](#)
- [Resolution 20-021 - Mitchell Street Infrastructure Project.pdf](#)
- [Basset Dev. Agreement and PPSlides.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: RESOLUTION 20-022: REAPPROPRIATION OF FISCAL YEAR 2021 FUNDS FOR MITCHELL STREET STORMWATER INFRASTRUCTURE IMPROVEMENTS AND AWARD CONTRACT TO SUMMIT CONSTRUCTION AND DEVELOPMENT, LLC.

DATE: 7/30/2020

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

☒ **RECOMMENDATION**
☐ **POLICY DISCUSSION**
☐ **STATUS REPORT**
☐ **OTHER**

COUNCIL ACTION REQUESTED ON: August 20, 2020

PURPOSE: To authorize the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

HISTORY:

The City of Flowery Branch needs Mitchell Street Stormwater Infrastructure Improvements for curb and gutter, sidewalks, storm drain, and utilities to serve a proposed residential development project per the provided construction documents. In the previous presentation to Council, the scope of this project included seven lots with a cost estimate of \$73,075 and only included 5" sidewalk. The new scope, at a cost of \$361,693.21, consists of all thirteen lots along Mitchell Street, the 5' sidewalk, sanitary sewer reocation, water sewer lines, and stormwater pipe and catchbasins (see the attached binder for details). This project scope does not include infrastructure improvements needed to get the stormwater down to the Railroad, which will need to be a Phase II project.

FACTS AND ISSUES:

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- Ohmshiv Construction, LLC. \$493,123.09
- The Dickerson Group, Inc. \$686,700.00

Summit Construction's bid is lower than the cost estimate provided by Clark Patterson Lee.

OPTIONS: Approve for the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

RECOMMENDED SAMPLE MOTION:

I make a motion for the City Council approve for the Mayor to sign Resolution 20-022 for the appropriation of fiscal year 2021 Funds for Mitchell Street Stormwater Infrastructure Improvements and award the contract to Summit Construction and Development, LLC.

DEPARTMENT: Administration and Public Works

Prepared by: Alisha Gamble



City of Flowery Branch, Georgia

RFP Name: Mitchell Street Infrastructure

RFP No: CPL2020-001

RFP Due Date & Time: 2:00 PM on Thursday, July 30, 2020

RFP Open Date: 2:00 PM on Thursday, July 30, 2020

Pre-Bid Meeting: July 8, 2020 at 10:00 AM

SUBMITTING CONTRACTORS

No.	Contractor's Name	Address	Contact Person	Phone Number	BID
1	Summit Construction & Development, LLC	2108 Bentley Drive, Stone Mountain, GA 30087	R. Duran	770-413-0093	CPL2020-001 \$341,693.21
2	The Dickerson Group, Inc.	871 Old Peachtree Rd, NW Lawrenceville, GA 30043	Jason Freeland	770-513-4558	CPL2020-001 \$686,700.00
3	Ohmshiv Construction, LLC	805 Progress Ct, Suite A, Lawrenceville, GA 30043		404-987-0020	CPL2020-001 \$493,123.09
4	Archimetric Design & Construction, Inc.	3453 Holcomb Bridge Rd, Suite 140 Norcross, GA 30092	Farid Termei	770-446-8747	CPL2020-001 \$426,492.00
5					
6					

RFP OPENING ATTENDANCE SHEET

No.	Attendee Name	Company Represented	Contact Person	Title	Phone Number
1	Scott King	DGI	Jason Freeland	VP	770-513-4558
2	John York	Archimetric	Farid	C	770-446-8743
3	Ajay Naidu	Summit Const. & Dev	Ajay Naidu	Estimator	770-413-0093
4					
5					
6					

CITY REPRESENTATIVES

No.	Attendee Name	Signature	Title
1	Alisha L. Gamble	Alisha L. Gamble	Finance Director
2	Vickie Short	Vickie Short	City Clerk
3			
4			
5			
6			

Preliminary Opinion of Probable Cost
15509
City of Flowery Branch - Mitchell Street Improvements
 Last Revised: June 12, 2020

		Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition					
Sawcut asphalt edge	700	LF	\$2.50	\$1,750	
Demolish and remove asphalt, haul off	335	SY	\$15.00	\$5,025	
Remove tree	6	Each	\$750.00	\$4,500	
Remove water service line	30	LF	\$10.00	\$300	
Remove inlet/headwall	3	Each	\$500.00	\$1,500	
Remove storm sewer up to 24"	465	LF	\$15.00	\$6,975	
			Subtotal	\$8,475	2.23%
Site Plan					
Graded Aggregate Base	365	Ton	\$85.00	\$31,025	
Concrete sidewalk, 4 in.	725	SY	\$45.00	\$32,625	
Curb and Gutter	1500	LF	\$12.50	\$18,750	
1.5" Milling	1450	SY	\$15.00	\$21,750	
Striping (thermoplastic, 24 in)	60	LF	\$8.00	\$480	
Striping (directional arrows)	7	EA	\$55.00	\$385	
Signage	36	SF	\$25.00	\$900	
Concrete Paving, 5 in. (driveway entrance)	60	SY	\$50.00	\$3,000	
Accessible Ramps	2	EA	\$750.00	\$1,500	
Bituminous Asphalt 12.5mm SP	210	ton	\$175.00	\$36,750	
Bituminous Asphalt 19mm SP	120	ton	\$200.00	\$24,000	
			Subtotal	\$171,165	45.06%
Grading & Drainage Plan					
18" RCP	864	LF	\$50.00	\$43,200	
22"x14" Arch RCP	46	LF	\$95.00	\$4,370	
36"x23" Arch RCP	32	LF	\$110.00	\$3,520	
Endwall	2	EACH	\$3,500.00	\$7,000	
Storm Structure 0-6 ft depth	11	EACH	\$4,500.00	\$49,500	
Grading Complete	1	LS	\$20,000.00	\$20,000	
			Subtotal	\$127,590	33.59%
Utilities					
1" type 'k' copper water line	550	LF	\$20.00	\$11,000	
1" domestic tap with tapping straddle	10	EACH	\$600.00	\$6,000	
set water meter box	13	EACH	\$300.00	\$3,900	
sewer line concrete encasement	1	LS	\$3,000.00	\$3,000	
6" SDR 26 PVC	625	LF	\$35.00	\$21,875	
4" SDR 26 PVC	130	LF	\$30.00	\$3,900	
4" PVC Cleanout	13	EACH	\$300.00	\$3,900	
Sewer Manhole 0-8 ft depth	2	EACH	\$4,500.00	\$9,000	
Sewer Manhole 8-12 ft depth	1	EACH	\$5,500.00	\$5,500	
Core connection to existing sewer manhole	1	LS	\$2,000.00	\$2,000	
			Subtotal	\$70,075	18.45%
Landscaping					
Permanent Grassing-Sodding Bermuda	3000	SF	\$0.85	\$2,550	
			Subtotal	\$2,550	0.67%

Original estimate:

Total	\$379,855
-------	------------------

Note: All opinions of probable costs shown include installation unless specified otherwise
 Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.

7/7/2020 - Plan for funding:

6/30/2020 LRF Fund balance: \$2,156,161.00
 Less: FY2020 Pending projects: (248,706.25)
 Less: FY 2021 Debt Service: (334,141.00)
 Less: Restricted Funds: (320,000.00)
 Available: \$1,253,313.75

FLOWERY BRANCH - MITCHELL STREET INFRASTRUCTURE
BID NUMBER: #CPL2020-001, FLOWERY BRANCH, GEORGIA

The City of Flowery Branch is soliciting competitive sealed bids from qualified contractors for:

FLOWERY BRANCH – MITCHELL STREET INFRASTRUCTURE

Sealed bids will be received by the City of Flowery Branch, 5410 Pine Street, Flowery Branch, Georgia 30542, until 2:00 p.m. local time on Thursday, July 30, 2020. Any bid received after 2:00 p.m. will not be accepted. Bids will be privately opened by the city. The bid envelope must be marked on the outside with Bid Number, name of Bidder, and the Bid Date.

A PRE-BID MEETING will be held at the City of Flowery Branch City Hall, PO Box 757, 5410 Pine Street, Flowery Branch, GA 30542 on Wednesday, July 8, 2020 at 10:00 AM.

Work required under this Contract includes furnishing materials, labor, equipment, etc. for the construction of curb and gutter, sidewalk, storm drain, and utilities to serve a proposed residential development project in accordance with provided construction documents. Effort will include erosion control measures.

Bid Packages are available by contacting:

CPL – Attn: Kate Langman
3011 Sutton Gate Drive, Suite 130
Suwanee, GA 30024
Email: KLangman@cplteam.com
PH: 770-831-9000

Bids shall be entered on a **LUMP SUM** basis and as described in the project manual.

Bids in the case of Corporations not chartered in Georgia, must be accompanied by proper certification stating that said Corporation is authorized to do business in the State of Georgia.

No Bidder may withdraw his Bid within ninety (90) days after the actual date of the opening thereof.

All Bidders are required to submit a Bid Bond, or a certified check made payable to the City of Flowery Branch in the amount of five percent (5%) of the total amount bid. The successful bidder will be required to furnish a contract performance bond and payment bond in the amount of one hundred percent (100%) of the total amount bid and provide insurance coverage as required by the contract documents. The Bid Bond or certified check must be enclosed in the envelope with the sealed bid.

Bonding Company must be licensed to do business in Georgia, licensed to do business by the Georgia Secretary of State, authorized to do business in Georgia by the Georgia Insurance Department, listed in the Department of the Treasury's Publication of Companies Holding Certificates of Authority as Acceptable Surety on Federal Bonds and as Acceptable Reinsuring Companies and have an A.M. Best rating of A-, Class V or higher.

The Owner will award the Contract to the lowest "qualified" bidder, subject with the Owner's right to reject any or all bids, to waive technicalities, and to make an award deemed in its best interests.

CITY OF FLOWERY BRANCH

Preliminary Opinion of Probable Cost

14140

City of Flowery Branch

Last Revised: December 23, 2019

	Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition				
Sawcut asphalt edge	600	LF	\$2.50	\$1,500
Demolish and remove asphalt, haul off	15	SY	\$35.00	\$525
Remove drop inlet	1	Each	\$500.00	\$500
Remove storm sewer up to 24"	30	LF	\$15.00	\$450
			Subtotal	\$950
				1.30%
Site Plan				
Graded Aggregate Base	140	Ton	\$80.00	\$11,200
Concrete sidewalk, 4 in.	200	SY	\$45.00	\$9,000
Curb and Gutter	700	LF	\$12.00	\$8,400
Bituminous Asphalt 4.75mm SP	70	ton	\$175.00	\$12,250
Bituminous Asphalt 19mm SP	45	ton	\$200.00	\$9,000
			Subtotal	\$49,850
				68.22%
Grading & Drainage Plan				
18" RCP	195	LF	\$40.00	\$7,800
36" RCP	35	LF	\$85.00	\$2,975
Endwall	1	EACH	\$3,000.00	\$3,000
Storm Structure 0-6 ft depth	1	EACH	\$4,000.00	\$4,000
Fine Grading	1	LS	\$3,000.00	\$3,000
			Subtotal	\$20,775
				28.43%
Landscaping				
Permanent Grassing-Sodding Bermuda	2000	SF	\$0.75	\$1,500
			Subtotal	\$1,500
				2.05%
			Total	\$73,075

Note: All opinions of probable costs shown include installation unless specified otherwise
 Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.

Preliminary Opinion of Probable Cost

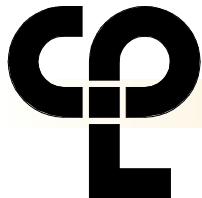
15509

City of Flowery Branch - Mitchell Street Improvements

Last Revised: June 12, 2020

	Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition				
Sawcut asphalt edge	700	LF	\$2.50	\$1,750
Demolish and remove asphalt, haul off	335	SY	\$15.00	\$5,025
Remove tree	6	Each	\$750.00	\$4,500
Remove water service line	30	LF	\$10.00	\$300
Remove inlet/headwall	3	Each	\$500.00	\$1,500
Remove storm sewer up to 24"	465	LF	\$15.00	\$6,975
			Subtotal	\$8,475
				2.23%
Site Plan				
Graded Aggregate Base	365	Ton	\$85.00	\$31,025
Concrete sidewalk, 4 in.	725	SY	\$45.00	\$32,625
Curb and Gutter	1500	LF	\$12.50	\$18,750
1.5" Milling	1450	SY	\$15.00	\$21,750
Striping (thermoplastic, 24 in)	60	LF	\$8.00	\$480
Striping (directional arrows)	7	EA	\$55.00	\$385
Signage	36	SF	\$25.00	\$900
Concrete Paving, 5 in. (driveway entrance)	60	SY	\$50.00	\$3,000
Accessible Ramps	2	EA	\$750.00	\$1,500
Bituminous Asphalt 12.5mm SP	210	ton	\$175.00	\$36,750
Bituminous Asphalt 19mm SP	120	ton	\$200.00	\$24,000
			Subtotal	\$171,165
				45.06%
Grading & Drainage Plan				
18" RCP	864	LF	\$50.00	\$43,200
22"x14" Arch RCP	46	LF	\$95.00	\$4,370
36"x23" Arch RCP	32	LF	\$110.00	\$3,520
Endwall	2	EACH	\$3,500.00	\$7,000
Storm Structure 0-6 ft depth	11	EACH	\$4,500.00	\$49,500
Grading Complete	1	LS	\$20,000.00	\$20,000
			Subtotal	\$127,590
				33.59%
Utilities				
1" type 'K' copper water line	550	LF	\$20.00	\$11,000
1" domestic tap with tapping straddle	10	EACH	\$600.00	\$6,000
set water meter box	13	EACH	\$300.00	\$3,900
sewer line concrete encasement	1	LS	\$3,000.00	\$3,000
6" SDR 26 PVC	625	LF	\$35.00	\$21,875
4" SDR 26 PVC	130	LF	\$30.00	\$3,900
4" PVC Cleanout	13	EACH	\$300.00	\$3,900
Sewer Manhole 0-8 ft depth	2	EACH	\$4,500.00	\$9,000
Sewer Manhole 8-12 ft depth	1	EACH	\$5,500.00	\$5,500
Core connection to existing sewer manhole	1	LS	\$2,000.00	\$2,000
			Subtotal	\$70,075
				18.45%
Landscaping				
Permanent Grassing-Sodding Bermuda	3000	SF	\$0.85	\$2,550
			Subtotal	\$2,550
				0.67%
			Total	\$379,855

Note: All opinions of probable costs shown include installation unless specified otherwise
 Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.



RESOLUTION NO.: 20-022

**REAPPROPRIATION OF FISCAL YEAR 2021 FUNDS FOR
MITCHELL STREET STORMWATER INFRASTRUCTURE
IMPROVEMENTS AND AWARD CONTRACT TO SUMMIT
CONSTRUCTION AND DEVELOPMENT, LLC.**

WHEREAS, City Council approved the budget for fiscal year 2021 for the City of Flowery Branch on June 25, 2020; and

WHEREAS, the City of Flowery Branch is in need for Mitchell Street Stormwater Infrastructure Improvements for curb and gutter, sidewalks, storm drain, and utilities to serve a proposed residential development project in accordance with the provided construction documents; and

WHEREAS, the City of Flowery Branch received 4 qualified bids for said project, ranging in price from \$361,693.21 to \$686,700.00; and

WHEREAS, the City of Flowery Branch is requesting acceptance of the lowest bid with Summit Construction and Development, LLC in the amount of \$361,693.21; and

WHEREAS, administration is requesting allocation of \$361,693.21 plus 10% contingency of \$36,169, for a total of \$397,862.21, from the Local Resources Capital Fund Balance; and

NOW, THEREFORE, BE IT RESOLVED that the governing body for the City of Flowery Branch hereby authorizes said funding from the Local Resources Fund Balance in the amount of \$397,862.21 and award the contract to Summit Construction and Development, LLC.

BE IT FURTHER RESOLVED that the Mayor, City Manager, and City Attorney are authorized to sign documents that may be necessary to complete the Mitchell Street Stormwater Infrastructure Improvements Project.

RESOLVED this 20th day of August 2020.

James M. Miller, Mayor

ATTEST:

Vickie Short, City Clerk

APPROVED AS TO FORM:

E. Ronald Bennett, Jr., City Attorney

DEVELOPMENT AGREEMENT
BY AND BETWEEN BURLEY HOLDINGS, LLC
AND

THE CITY OF FLOWERY BRANCH, GEORGIA

THIS DEVELOPMENT AGREEMENT (“Agreement”), is made and entered into this 6th day of February, 2020, by and between BURLEY HOLDINGS, LLC, a Georgia limited liability company (“Developer”), and the City of Flowery Branch, Georgia, a Georgia municipal corporation (“City”).

WHEREAS, Developer is the owner of seven parcels of property located with the City consisting of a total of 1.19 acres as shown on Exhibit A (“Property”); and

WHEREAS, Developer intends to construct seven single family homes (“Development”); and

WHEREAS, the Development requires improvements to street and stormwater infrastructure as shown on Exhibit B (“Project”); and

WHEREAS, City intends to construct improvements to street and stormwater infrastructure downgradient of Project along Church Street; and

WHEREAS, Developer desires certain commitments from City in regard to the Project; and

WHEREAS, City desires to partner with Developer in the Project for construction of the Project to provide street and stormwater infrastructure beyond that required for the Development.

NOW THEREFORE, Developer and City agree to the following:

- I. City shall be responsible for the engineering design of the Project.
- II. Prior to construction of the Project and at no cost to City, Developer shall convey to the City by dedication or a separate conveyance document (a) fee title to a ten foot (10’) wide strip of property along Mitchell Street measured from the existing right of way and (b) fee title or easement (whichever is required by City) such property as may necessary for the construction of the Project.
- III. Within thirty days (30) of the date first written above, Developer shall deliver to City a performance bond in the amount of Fifty Thousand and No/100 Dollars (\$50,000.00) to ensure Developer’s obligations under Section IV. below.
- IV. Developer shall pay City Forty-Nine Thousand Nine Hundred Ninety-Five and 99/100 Dollars (\$49,995.99) representing its share of the engineering and construction cost of the Project. Said amount shall be paid as follows: Within fourteen days (14) of issuance

of a certificate of occupancy for each parcel, Developer shall pay City Seven Thousand One Hundred Forty-Two and 85/100 Dollars (\$7,142.85) until the total amount is paid.

- V. City shall be responsible for and shall provide all labor and materials necessary for the construction of the Project.
- VI. Nothing in this Agreement shall relieve Developer from securing land use approvals including but not limited to rezoning, variances or special use permits necessary for the Development approvals and permissions as may be required by the City for the Development.
- VII. Nothing in this Agreement shall relieve Developer from securing development approvals including but not limited to certificates of appropriateness, land development permits, building permits, curb cuts, subdivisions, consolidations and plats.
- VIII. Nothing in this Agreement shall relieve Developer from applying for and paying any required fee for City (a) sewer capacity and/or connection to the City's sewer system or (b) water and/or connection to the City's water system.
- IX. The term of this Agreement shall be from the date first written above up and through one (1) year after completion of the Development.
- X. All notices under this Agreement shall be in writing and shall be deemed to have been given by delivering in-person, certified mail, or statutory overnight delivery to the following:

For CITY: Bill Andrew
 City Manager
 City of Flowery Branch
 5410 W. Pine Street
 Flowery Branch, Georgia 30542

For DEVELOPER: Timothy Bassett
 Burley Holdings, LLC
 1245 Buford Highway
 Suite 301
 Suwanee, Georgia 30024

- XI. Developer shall indemnify and hold harmless City for any and all claims arising out of any act or omission related to the design and construction of the Project made by Developer, or any person for whom Developer could be liable.
- XII. The failure of any party to exercise any right given hereunder or to insist upon strict compliance with any term, condition or covenant specified herein shall not constitute a

waiver of such party's right to exercise such right or to demand strict compliance with any such term, condition or covenant under this Agreement.

- XIII. This Agreement contains the sole and entire agreement of the parties with respect to the Project contemplated hereunder and no representation, inducement, promise or agreement, parole or written, between the parties and not incorporated herein shall be of any force of effect. Any amendment to this Agreement shall be in writing and executed by the parties.
- XIV. This Agreement may not be assigned or transferred by either party without the written consent of the other party. The provisions of this Agreement shall inure to the benefit or and be binding upon the parties hereto and the respective success and assigns.
- XV. Time is of the essence with respect to this Agreement.
- XVI. This Agreement and all amendments hereto shall be governed and construed under the laws of the State of Georgia.
- XVII. If any term, covenant or condition of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, such provision, or the application of such term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall be deemed severable, and the remainder hereof shall not be affected thereby, and each term, covenant, or condition of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- XVIII. This Agreement may be executed in several counterparts, each of which shall constitute an original and all of which together shall constitute one and the same instrument.

IN WITNESS THEREOF, the parties have set their hand and seal.
BURLEY HOLDINGS, LLC

CITY OF FLOWERY BRANCH, GEORGIA


By: Timothy Bassett, Managing Member

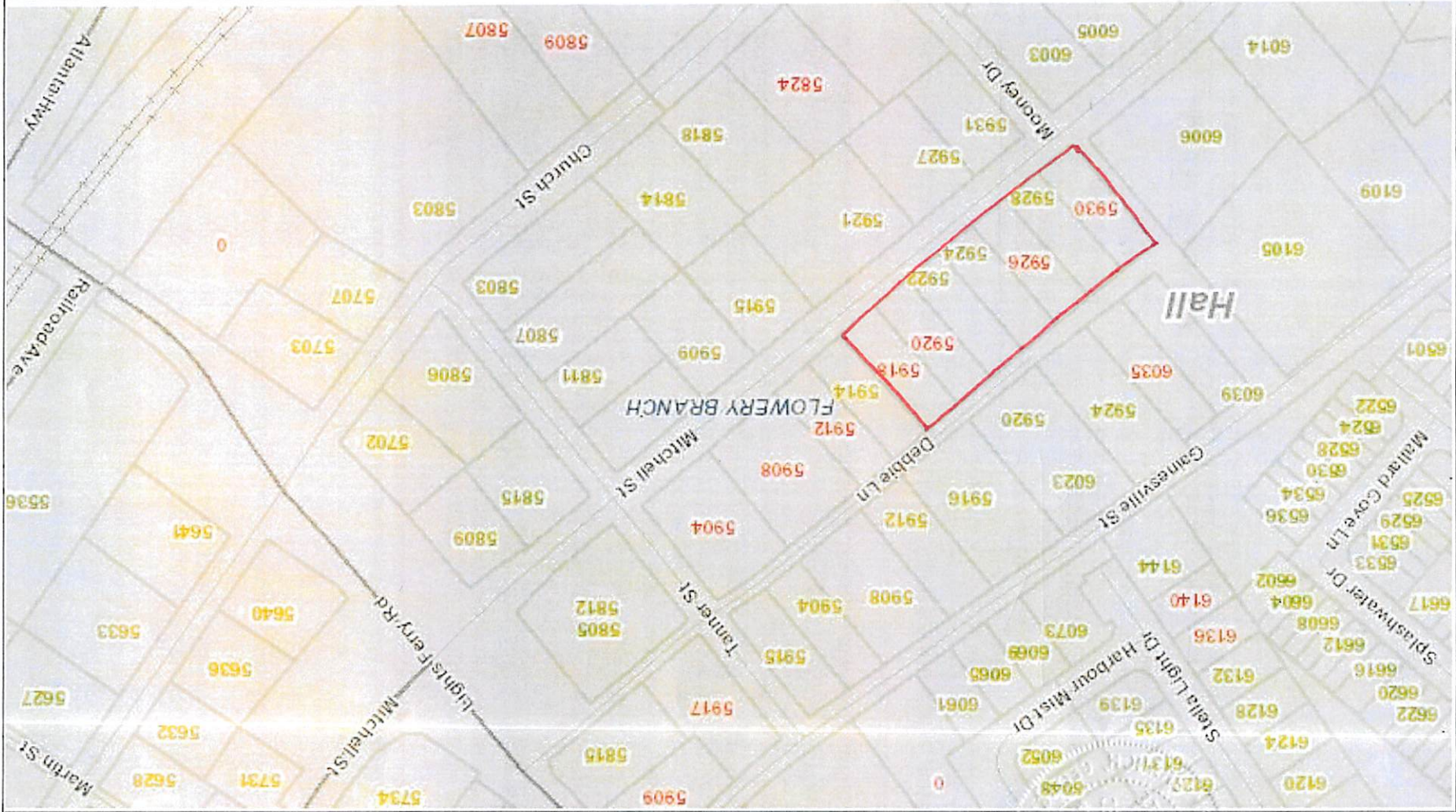

By: James M. Miller, Mayor

ATTEST:

ATTEST:


By: KRIS TONNANS


By: Melissa McCain, City Clerk



Map Printed On 2020-01-29 16:56

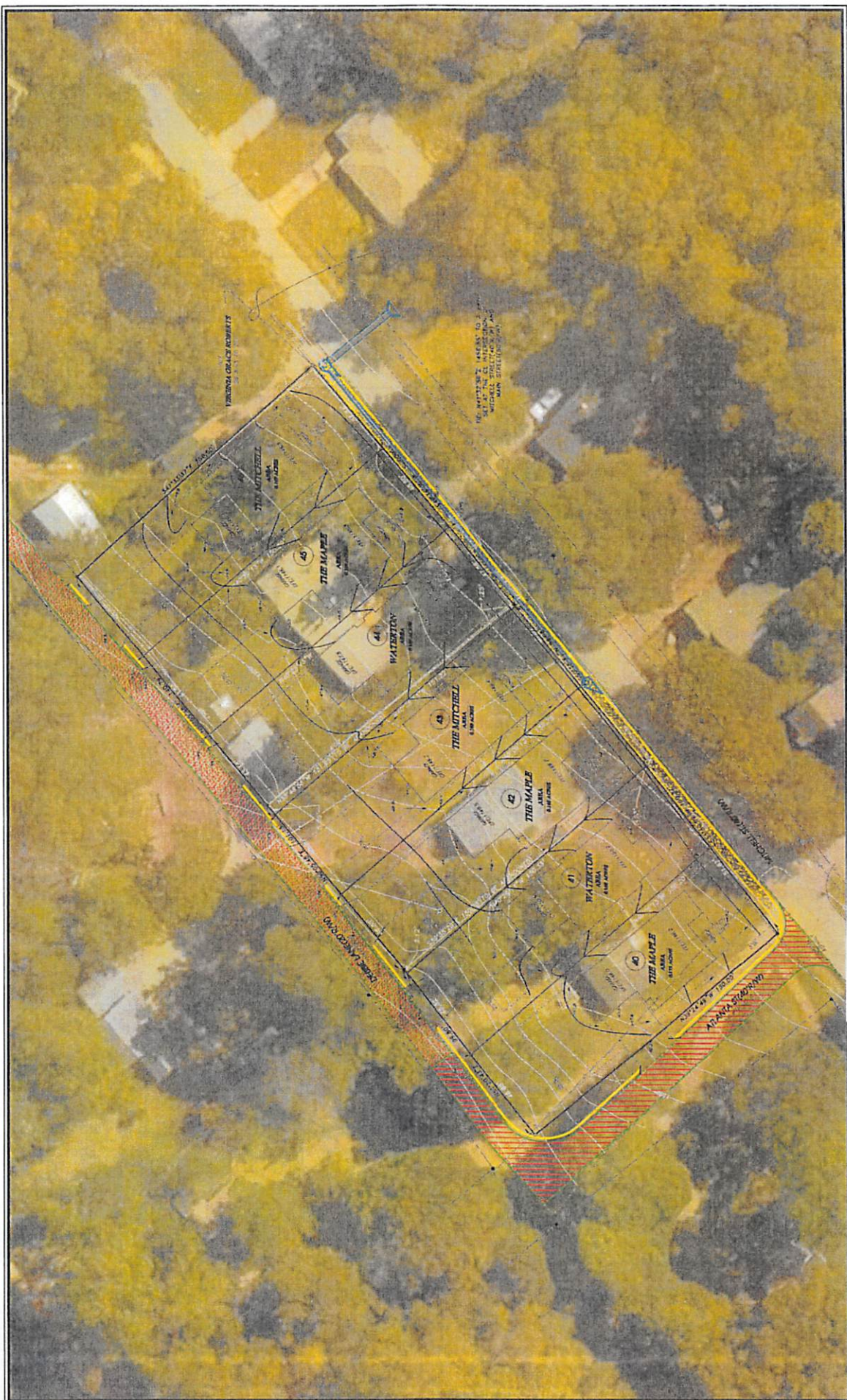
Comments Development Agreement by and between Burley Holdings, LLC and the City of Flowery Branch, Georgia

Gainesville / Hall County Disclaimer: Hall County Government and the City of Gainesville make no warranties, expressed or implied, including implied warranties of merchantability and fitness for purpose, concerning the accuracy, completeness, reliability, or suitability of this data. Furthermore, Hall County Government and the City of Gainesville assume no

liability whatsoever associated with the use or misuse of such data. Any interpretation or conclusions from the data are the responsibility of the users.

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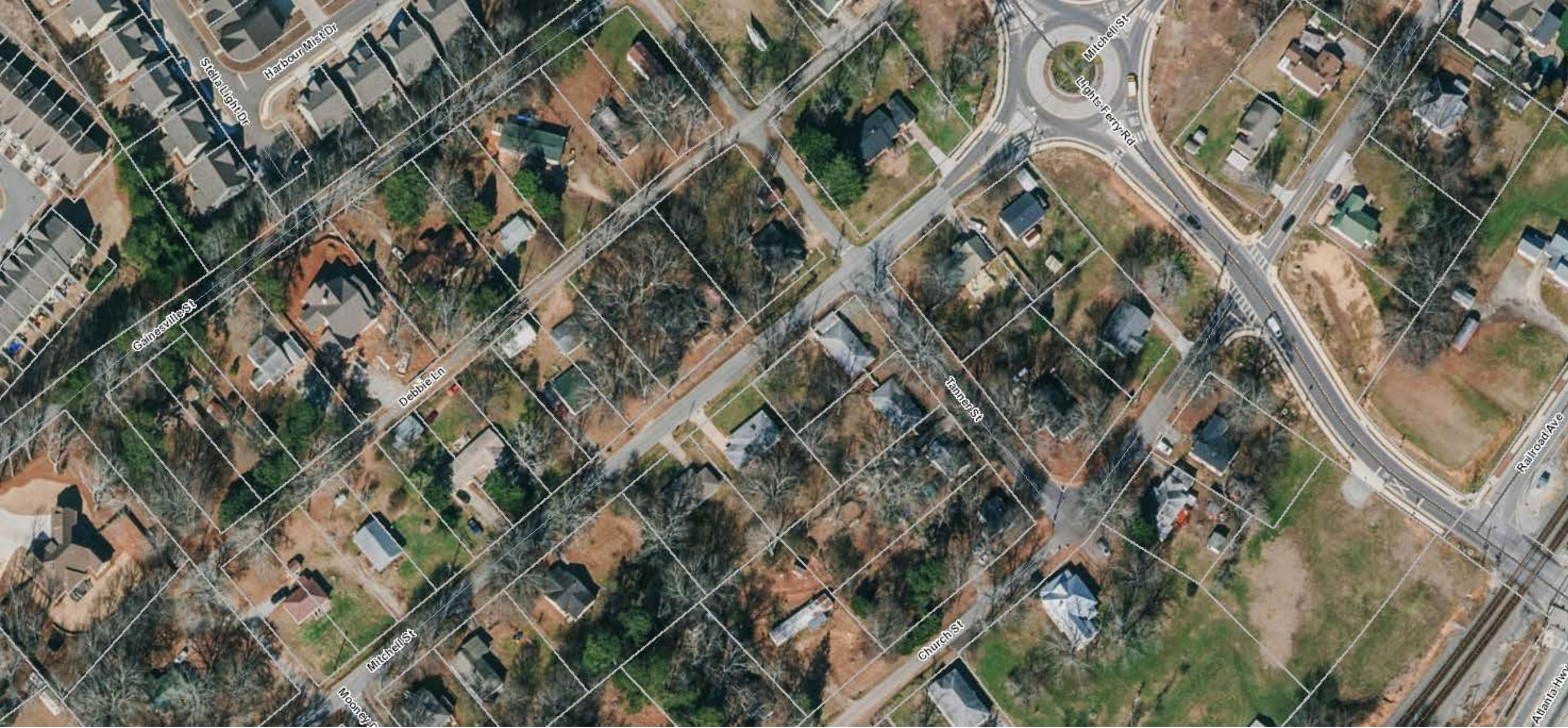
Exhibit "B"
 Development Agreement by and between
 Burley Holdings, LLC and
 the City of Flower Branch, Georgia



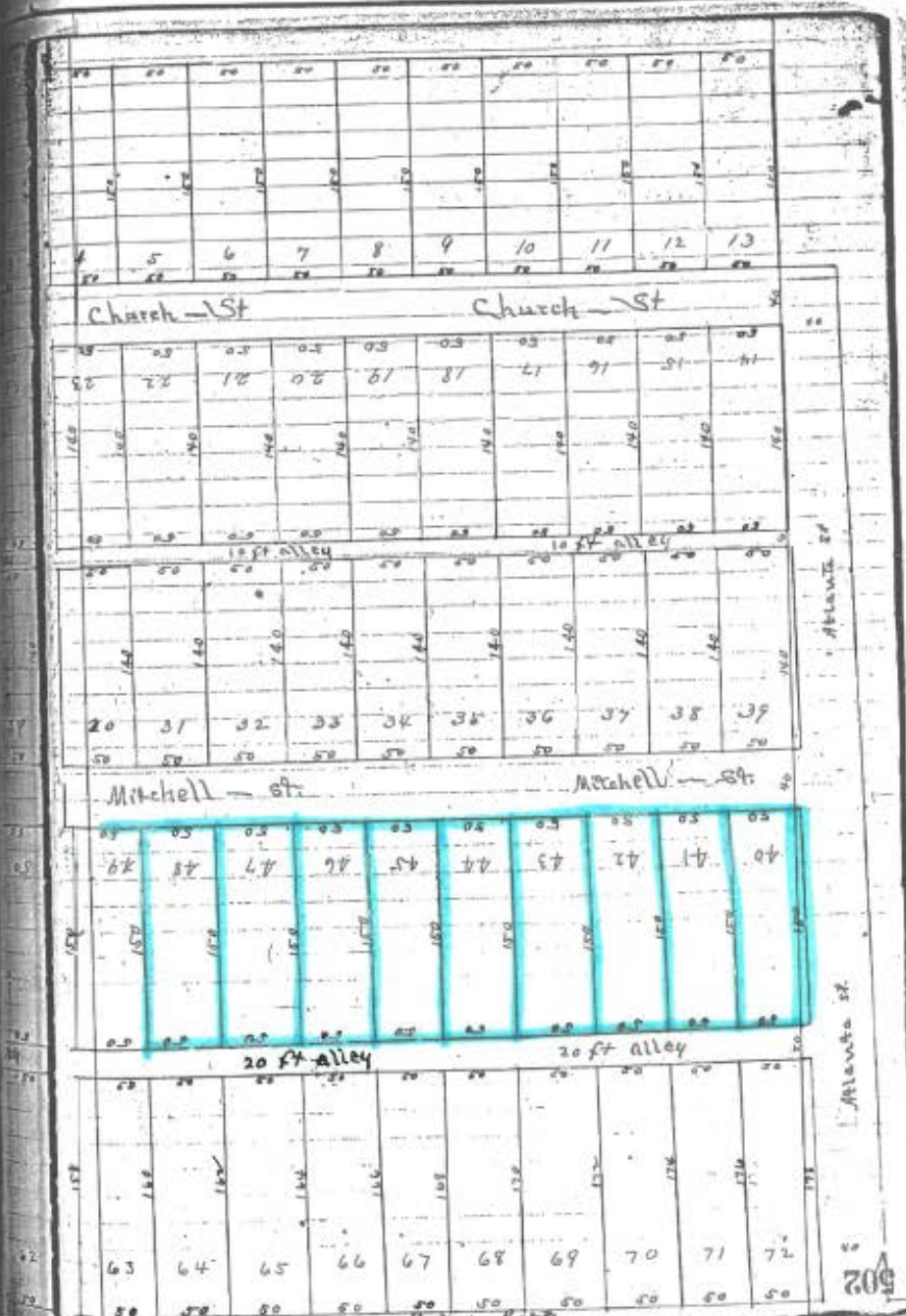
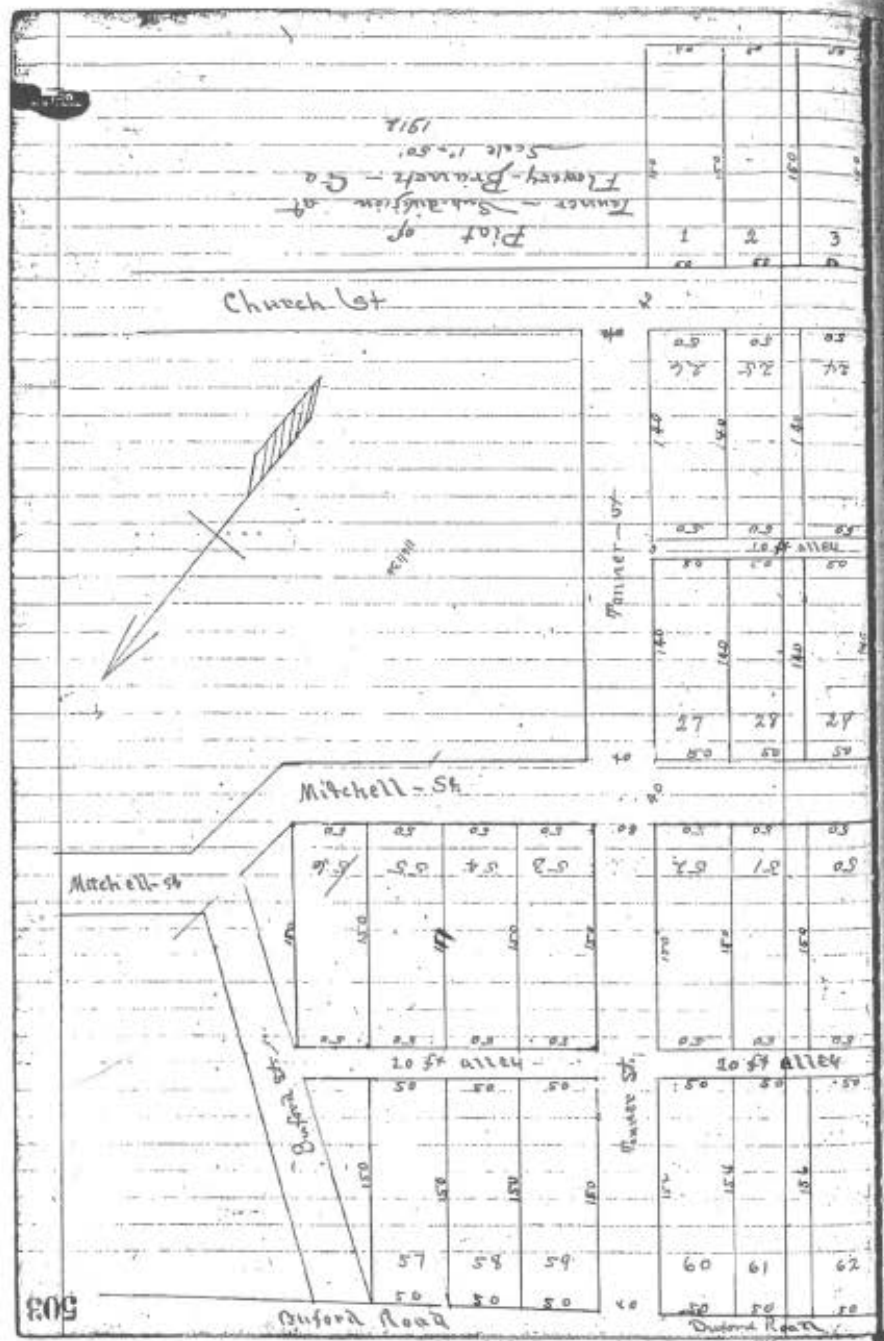
Preliminary Opinion of Probable Cost
14140
City of Flowery Branch
Last Revised: December 23, 2019

		Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition					
Sawcut asphalt edge	600	LF	\$2.50	\$1,500	
Demolish and remove asphalt, haul off	15	SY	\$35.00	\$525	
Remove drop inlet	1	Each	\$500.00	\$500	
Remove storm sewer up to 24"	30	LF	\$15.00	\$450	
			Subtotal	\$980	1.30%
Site Plan					
Graded Aggregate Base	140	Ton	\$80.00	\$11,200	
Concrete sidewalk, 4 in.	200	SY	\$45.00	\$9,000	
Curb and Gutter	700	LF	\$12.00	\$8,400	
Bituminous Asphalt 4.75mm SP	70	ton	\$175.00	\$12,250	
Bituminous Asphalt 19mm SP	45	ton	\$200.00	\$9,000	
			Subtotal	\$49,850	68.22%
Grading & Drainage Plan					
18" RCP	195	LF	\$40.00	\$7,800	
36" RCP	35	LF	\$85.00	\$2,975	
Endwall	1	EACH	\$3,000.00	\$3,000	
Storm Structure 0-6 ft depth	1	EACH	\$4,000.00	\$4,000	
Fine Grading	1	LS	\$3,000.00	\$3,000	
			Subtotal	\$20,775	28.43%
Landscaping					
Permanent Grassing-Sodding Bermuda	2000	SF	\$0.75	\$1,500	
			Subtotal	\$1,500	2.05%
				Total	\$73,075

Note: All opinions of probable costs shown include installation unless specified otherwise
Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.



We want to support and continue the investment we made at the Roundabout and Jones Park.



December
2017

Stormwater Facilities
are Currently
Inadequate for even
existing development









Preliminary Opinion of Probable Cost

14140

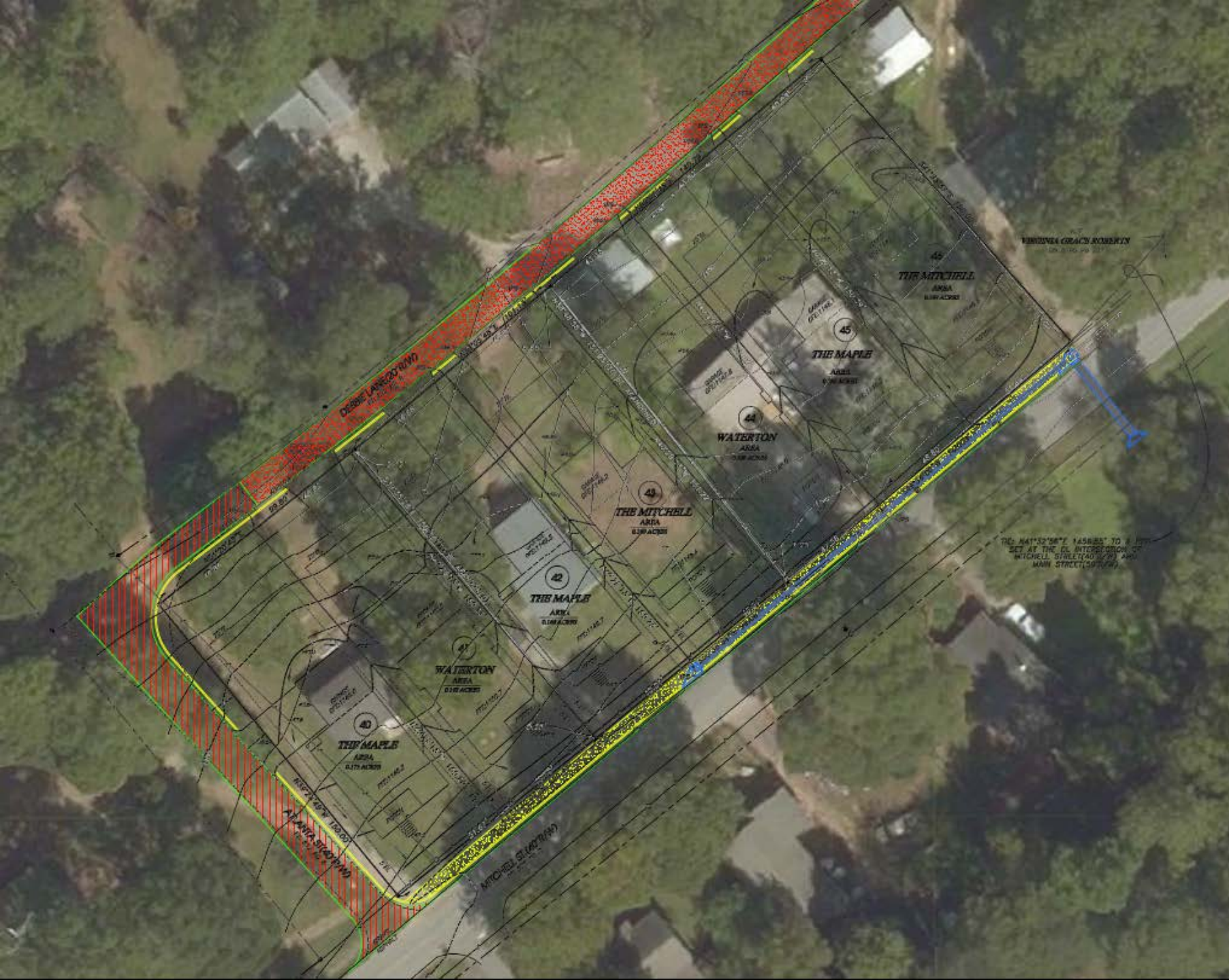
City of Flowery Branch

Last Revised: December 23, 2019

		Units	Unit Cost	Cost	%Total
Site Clearing & Site Demolition					
Sawcut asphalt edge	600	LF	\$2.50	\$1,500	
Demolish and remove asphalt, haul off	15	SY	\$35.00	\$525	
Remove drop inlet	1	Each	\$500.00	\$500	
Remove storm sewer up to 24"	30	LF	\$15.00	\$450	
			Subtotal	\$950	1.30%
Site Plan					
Graded Aggregate Base	140	Ton	\$80.00	\$11,200	
Concrete sidewalk, 4 in.	200	SY	\$45.00	\$9,000	
Curb and Gutter	700	LF	\$12.00	\$8,400	
Bituminous Asphalt 4.75mm SP	70	ton	\$175.00	\$12,250	
Bituminous Asphalt 19mm SP	45	ton	\$200.00	\$9,000	
			Subtotal	\$49,850	68.22%
Grading & Drainage Plan					
18" RCP	195	LF	\$40.00	\$7,800	
36" RCP	35	LF	\$85.00	\$2,975	
Endwall	1	EACH	\$3,000.00	\$3,000	
Storm Structure 0-6 ft depth	1	EACH	\$4,000.00	\$4,000	
Fine Grading	1	LS	\$3,000.00	\$3,000	
			Subtotal	\$20,775	28.43%
Landscaping					
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Note: All opinions of probable costs shown include installation unless specified otherwise

Note: Opinion of Probable cost is based on approximate quantities and approximate unit prices based on published information and "hear-say" from contractors. These figures should be used only as a guide and for reference, not as an official cost estimate, bid or used in any contract.



\$73,075 is
for 7 lots,
not the full
13 they have
planned for.



13 lots
they
hope to
develop



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider - Resolution 20-020: Water Sewer Rate Changes effective August 20, 2020 (September billing)

COUNCIL MEETING DATE: August 20, 2020

HISTORY:

Nelsnick Enterprises, Inc has been working with the City over the past couple of years analyzing our water sewer capital improvement plan (CIP) and water sewer rates in relation to the CIP plan. On November 2, 2017, Nelsnick presented the CIP plan and recommended water sewer rate increases over the next 5 years based on infrastructure improvements needed in our system. The last rate change took effect with Resolution 19-014, approved October 18, 2019. Prior years increases were approved on December 7, 2018, and November 2, 2017. Before 2017, there were no increases to the rates since 2014. However, in the spring of 2018 it became apparent we needed to reevaluate the CIP plan due to various new developments coming to the area and more stress on the current system. This year, the rate changes also include a new format for charges; lowering the cost to the low usage customers and reallocating the costs to the appropriate levels of service used. The new plan information is attached.

FACTS AND ISSUES:

FACTS AND ISSUES:

The current water sewer capital infrastructure needs are increasing as our City continues to grow. The City needed to develop a CIP plan for water sewer infrastructure to remain compliant with EPD regulations and to meet the demands of our growing City. The need for these rate changes is an important contribution to this plan. For this year, a rate structure change is being recommended to address zero volume customers due to COVID-19 impact. The prior resolution 19-014 is attached for reference to compare to the proposed resolution 20-020.

OPTIONS:

Approve, modify or do not approve Resolution 20-020.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

N/A

RECOMMENDATION:

To adopt resolution 20-020 for implementation of Water Sewer Rate Changes effective August 20, 2020 (September billing).

SAMPLE MOTION:

I make a motion adopt resolution 20-020 for implementation of Water Sewer Rate Changes effective August 20, 2020 (September billing).

COLLABORATING DEPARTMENT:

Administration

DEPARTMENT: Finance

Prepared by: Vickie Short

ATTACHMENTS

- [19-014 - Water Sewer Rates - Approved 10-17-2019.pdf](#)
- [Executive Summary - Res 20-020 Water Sewer Rate Changes effective 8-20-2020.pdf](#)
- [20-020 WS Final Ordinance .pdf](#)
- [Technical Memorandum July 28 2020.pdf](#)
- [Flowery Branch Council Presentation July 29 2020.pdf](#)

RESOLUTION NO. 19-014

A RESOLUTION ESTABLISHING THE AMOUNT OF USE RATES FOR WATER AND SEWER SERVICE, THE AMOUNT OF CONNECTION FEES FOR WATER SERVICE AND THE AMOUNT OF CONNECTION/CAPACITY FEES FOR SEWER SERVICE

WHEREAS, the City of Flowery Branch is authorized by Art. IX, §II, ¶ III of the Constitution of the State of Georgia, O.C.G.A. § 36-35-3 and Art. VI, § 6.6 of the Charter of the City of Flowery Branch to assess and collect fees, charges and tolls for sewer, sanitary, health services or any other services within and without the corporate limits of the city for the total cost to the city of providing such services; and

WHEREAS, Ordinance No. 100-F authorizes the City Council of the City of Flowery Branch to set the amounts of rates for water and sewer service use, connection fees for water service and connection/capacity fees for sewer service by resolution.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Flowery Branch that the rates for water and sewer service use, the connection fees for water service and the connection/capacity fees for sewer service shall be as follows:

Section 1. Water and Sewer Use Rates

WATER USE RATES

I. Within the Corporate Limits

A. Residential Water Users

1. Single Family Residential Water Users

0-1,000 gallons	\$7.11 minimum charge
1,001-2,500 gallons	\$17.79 minimum charge
2,501-4,500 gallons	\$32.01 minimum charge
Tier 2-4,501 to 7,500 gallons	\$8.89 per 1,000 gallons
Tier 3-7,501 gallons and over	\$10.67 per 1,000 gallons

2. Multi-Family Residential Water Users (Per Unit Rates) *

0 - 3,355 gallons	\$23.86 minimum charge
Tier 2 - 3,356 to 7,500 gallons	\$8.89 per 1,000 gallons
Tier 3 - 7,501 gallons and over	\$10.67 per 1,000 gallons

B. Non-Residential Water Users

0 - 7,000 gallons	\$32.01 minimum charge
Tier 2 - 7,001 to 60,000 gallons	\$5.72 per 1,000 gallons
Tier 3 - 60,001 gallons and over	\$6.88 per 1,000 gallons

II. Outside the Corporate Limits

A. Residential Water Users

1. Single Family Residential Water Users

0 - 1,000 gallons	\$9.47 minimum charge
1,001 - 2,500 gallons	\$23.69 minimum charge
2,501 - 4,500 gallons	\$42.63 minimum charge
Tier 2 - 4,501 to 7,500 gallons	\$11.84 per 1,000 gallons
Tier 3 - 7,501 gallons and over	\$14.23 per 1,000 gallons

2. Multi-Family Residential Water Users (Per Unit Rates)

0 - 3,355 gallons	\$31.78 minimum charge
Tier 2 - 3,356 to 7,500 gallons	\$11.84 per 1,000 gallons
Tier 3 - 7,501 gallons and over	\$14.23 per 1,000 gallons

B. Non-Residential Water Users

0 - 7,000 gallons	\$42.55 minimum charge
Tier 2 - 7,001 to 60,000 gallons	\$7.61 per 1,000 gallons
Tier 3 - 60,001 gallons and over	\$9.11 per 1,000 gallons

• For multi-family residential water users utilizing a master meter, the above per unit rate shall be based on a quarterly tally of occupancy for the first of each month on January, April, July and October. This information should be in the possession of the City of Flowery Branch by the 15th of each month's so the bill may properly reflect occupancy.

SEWER USE RATES

I. Within the Corporate Limits

A. Residential Sewer Users

1. Single Family Residential Sewer Users

Base Charge	\$5.51 per Month
All Volume	\$8.30 per 1,000 gallons

2. Multi-Family Residential Sewer Users (Per Unit)

0–3,355 gallons	\$29.22 minimum charge
3,356 gallons and over	\$5.63 per 1,000 gallons

B. Non-Residential Sewer Users

0–7,000 gallons	\$39.27 minimum charge
7,001 gallons and over	\$5.63 per 1,000 gallons

II. Outside the Corporate Limits

A. Residential Sewer Users

1. Single Family Residential Sewer Users

Base Charge	\$7.28 per Month
All Volume	\$11.14 per 1,000 gallons

2. Multi-Family Residential Sewer Users (Per Unit)

0–3,355 gallons	\$38.89 minimum charge
3,356 gallons and over	\$11.59 per 1,000 gallons

B. Non-Residential Sewer Users

0–7,000 gallons	\$52.15 minimum charge
7,001 gallons and over	\$7.49 per 1,000 gallons

Section 2. Account Service Fees

Customers receiving Account Statements for Water and Sewer will be charged \$2.90 per month, while customers receiving Account Statements for only water or only sewer will be charged \$1.75 per month.

Section 3. Hardship Rates

SENIOR CITIZENS: Upon making written application on such forms as provided by the City Manager, a discount of \$10.00 monthly will be applied to any water bill exceeding 2,500 gallons per month in usage and in which the head of the household is 65 years of age or older. The applicant must also verify through their latest tax return that total household income is less than 125% of the City's Poverty Rate as determined by the US Census Bureau.

DISABLED: Upon making written application on such forms as provided by the City Manager, a discount of \$10.00 monthly will be applied to any water bill exceeding 2,500 gallons per month and in which the head of the household has been declared disabled by the US Social Security Administration or the US Department of Veterans Affairs. The applicant must also verify through their latest tax return that total household income is less than 125% of the City's Poverty Rate as determined by the US Census Bureau.

Section 4. One-Time Water Leak Adjustment

Upon repairing a leak, a customer may receive an adjustment to the water bill or bills (two consecutive months) that covered the time of the leak. The customer remains responsible for their regular bills reduced by the leak amount. The leak amount will be calculated by subtracting the average month usage of the last 3 months (or less if 3-month data unavailable) from the impacted bills (2 months maximum). It is important that the customer understands that the onetime leak adjustment is available for an account holder only one time. The customer must provide either a copy of the plumber bill or copies of receipts for the repair to be given the one-time water leak adjustment.

Only Single-Family Residential customers are eligible for the One Time Leak Adjustment Policy. It does not apply to Commercial accounts.

It is important to note that this adjustment **does not** apply to sewer billings for a leak that did **not go into the sewer**. If the water leaked prior to entering the sewer line, you can give the customer an adjustment for the sewer portion of the bill. You may adjust the bill back to the customer's normal sewer billing. A sewer credit can be issued once a year for a maximum of three consecutive months (this is to encourage the customer to make the necessary repairs). The type of customer (residential or commercial) is not relevant to determine if the customer is eligible for the sewer adjustment. All classes of customers are eligible for the sewer credit.

Section 5. Tampering and Disconnection Fees

Service that has been scheduled for disconnection or has been disconnected for non-payment of a utility bill will be restored only after the past month and current month bill is paid in full and a \$30.00 service charge paid.

Evidence of removing or damaging a lock that has been placed on a meter for non-payment of service will require the City of Flowery Branch to remove the meter from the service address. Service will be restored only after the past month and current month bill is paid in full, a \$50.00 tampering fee is paid in full, a \$20.00 lock replacement fee is paid in full and a \$ 30.00 service charge paid in full.

Evidence of tampering with a meter after service has been disconnected for non-payment of a utility bill will require the City of Flowery Branch to remove the meter from the service address. Service will be restored only after the past month and current month bill is paid in full, a \$50.00 tampering fee is paid in full and a \$ 30.00 service charge paid in full.

Section 6. Water Connection Fees.

WATER CONNECTION FEES **(Fees Are Per Connection)**

The Water Connection Fee includes the meter installation cost plus a System Development Charge (SDC) plus an administrative fee.

Meter installation cost will vary depending on water main location and size of meter as well as if installed by a developer or by Flowery Branch. Developers installing meters shall purchase meter from Flowery Branch and install on the water system to Flowery Branch specifications. The following schedule is for meters installed by Flowery Branch staff only.

Descriptions	Tap
3/4" Short	\$1,116
3/4" Long	\$1,429
1" Short	\$1,186
1" Long	\$1,500
2" Short	\$3,909
2" Long	\$4,217
3"	\$11,210
4"	\$12,338
6"	\$15,537

The System Development Charge for water service recovers the fair share value of system capacity being requested. The total gallons needed shall be based on typical peak day capacity needed to serve the development. The typical peak gallons shall be provided by a Professional Engineer or Architect registered in Georgia and approved by Flowery Branch. The cost for capacity (SDC) is \$4.78 per gallon.

Alternatively, the following schedule can be used for the Water SDC. A 92% Occupancy Factor is applied to multi-unit residential developments.

Meter Size (in inches)	Meter Equivalency Ratios	Water SDC	Admin	Total
Multiunit Master Meter with Sub-Meters	0.7	\$773	\$23	\$796
¾"	1	\$1,104	\$33	\$1,137
1"	2.5	\$2,760	\$50	\$2,810
1 1/2"	5	\$5,520	\$50	\$5,570
2"	8	\$8,832	\$50	\$8,882
3"	16	\$17,664	\$50	\$17,714
4"	25	\$27,600	\$50	\$27,650
6"	50	\$55,200	\$50	\$55,250
8"	80	\$88,320	\$50	\$88,370

Section 7. Sewer Connection/Capacity Fees.

SEWER CONNECTION/CAPACITY FEES **(Fees Are Per Connection)**

The Wastewater Connection Fee includes the System Development Charge (SDC) plus an administrative fee. The cost of installation of sewer connection is the responsibility of the developer/owner.

The System Development Charge for wastewater service recovers the fair share value of system capacity being requested. The total gallons needed shall be based on typical peak day capacity needed to serve the development. The typical peak gallons shall be provided by a Professional Engineer or Architect registered in Georgia and approved by Flowery Branch. The cost for capacity (SDC) is \$15.53 per gallon.

Alternatively, the following schedule can be used for the Wastewater SDC. A 92% Occupancy Factor is applied to multi-unit residential developments.

Water Meter Size (in inches)	Meter Equivalency Ratios	Wastewater SDC*	Admin**	Total
Multiunit Master Meter with Sub-Meters	0.7	\$1,932	\$36	\$1,968
¾"	1	\$2,760	\$50	\$2,810
1"	2.5	\$6,900	\$50	\$6,950
1 1/2"	5	\$13,800	\$50	\$13,850
2"	8	\$22,080	\$50	\$22,130
3"	16	\$44,160	\$50	\$44,210
4"	25	\$69,000	\$50	\$69,050
6"	50	\$138,000	\$50	\$138,050
8"	80	\$220,800	\$50	\$220,850

Non-Residential Temporary Sewer Users. The sewer connection/capacity fee for the temporary use of sewer service for up to 24 months shall be equal to 15% of the sewer SDC.

Section 8. Moratoriums. If new development is estimated to exceed the capacity of water supply or distribution system capacity or wastewater collection or treatment, the City of Flowery Branch may place a temporary moratorium on new development until such capacity is added. Such moratorium may be system-wide or to specific geographic locations of the service area depending on the situation. A separate ordinance will be voted on by City Council at the recommendation of the City Manager as to the time and scope of the moratorium.

Section 10. Landlord Agreement. Landlords may request continuous water service for newly unoccupied rental units by using the latest landlord agreement form provided by the Water/Wastewater Department. A deposit fee of \$120 will be charged each time when the account is re-established in the Landlord's name at the time that a tenant requests service disconnection OR tenant account is closed for non-payment and service is transferred to the landlord. The landlord will be responsible for all billed water volume and monthly fees of the unoccupied rental unit during this time.

Each time a new tenant applies for service for any of the service addresses listed on the landlord agreement form said account will be final billed. However, should the landlord for any reason, request that the water service be disconnected once the agreement is established and no tenant has applied for water/sewer service, the appropriate charges will be billed, and this agreement will be null and void.

Landlord's requesting to participate in this agreement must have a good payment history. The Landlord's deposit will remain on the account until the Landlord requests the

account be taken off of Landlord status and the account is closed. If any accounts on this agreement fall into delinquent status, this agreement will be considered null and void.

Section 11. Flowery Branch Sewer Customers on Gainesville Water System.

Customers utilizing the Flowery Branch sewer but receive water service from the City of Gainesville shall be billed directly by the City of Gainesville using the following schedule. Please note, all units of sewage are billed based on the water meter reading and are in 100 cubic feet (CCF). There are approximately 748 gallons in 1 CCF.

Gainesville-Flowery Branch Sewer			
	Inside City		
	Base	Unit (CCF)	Note
Residential	\$7.51	\$6.18	no volume in base
Multi-Family	\$7.51	\$4.19	no volume in base
Commercial	\$7.51	\$4.19	no volume in base
Industrial	\$7.51	\$4.19	no volume in base
	Outside City		
	Base	Unit (CCF)	
Residential	\$9.28	\$8.30	no volume in base
Multi-Family	\$9.28	\$8.64	no volume in base
Commercial	\$9.28	\$5.58	no volume in base
Industrial	\$9.28	\$5.58	no volume in base

Section 12. Miscellaneous Fees. The following are additional fees for specific services provided by Flowery Branch.

\$120 for Water and Sewer Deposit Fee – This is charged for new application for water and sewer service. The deposit will be used for the final bill and balance refunded to a customer.

\$65 for Sewer Only Deposit Fee – This is charged for new application for sewer only service. The deposit will be used for the final bill and balance refunded to a customer.

\$60 admin fee for new service applications – The administrative cost of establishing an account and turning on the water meter.

\$60 cut off fee – The administrative cost of closing an account and turning off the water meter. This applies to all accounts 30 days past due.

\$30.00 Return Check Fee – A fee will be charged on checks or bank drafts returned for any reason, and water service may be subject to disconnect.

Section 12. Debt Collections. Accounts that are not fully paid after 90 days shall be turned over to a collection agency for processing. An additional service fee of may be applied to cover the cost of collection agency.

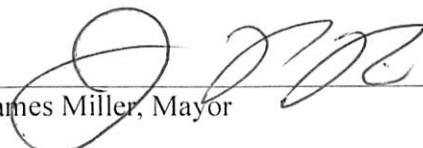
Section 13. Repeal of Conflicting Resolutions. Any part of any prior resolutions in conflict with the terms of this Resolution, are hereby repealed to the extent of the conflict; but it is hereby provided, that any resolution, ordinance or law which may be applicable hereto and aid in carrying out and making effective the intent, purpose and provisions hereof, is hereby adopted as a part hereof and shall be legally construed to be in favor of upholding this Resolution on behalf of the City of Flowery Branch.

Section 14. Severability. If any paragraph, subparagraph, sentence, clause, phrase or any portion of this Resolution shall be declared invalid or unconstitutional by any court or

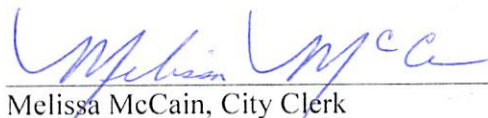
competent jurisdiction or if the provisions of any part of this Resolution as applied to any particular situation or set of circumstance shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Resolution not so held to be invalid, or the application of the Resolution to other circumstances no so held to be invalid. It is hereby declared to be the intent of the City Council of the City of Flowery Branch to provide for separate and divisible parts, and it does hereby adopt all parts hereof as may not be held invalid for any reason.

Section 15. Effective Date. This Resolution shall become effective the date of October 18, 2019 once it is adopted by the Council of the City of Flowery Branch.

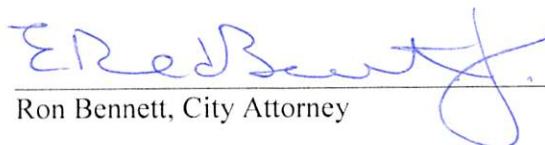
SO, RESOLVED this 17th day of October 2019.


James Miller, Mayor

ATTEST:


Melissa McCain, City Clerk

APPROVED AS TO FORM:


Ron Bennett, City Attorney



FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Resolution 20-020 for Water Sewer Rate Changes effective August 20, 2020
(September billing)

DATE: July 28, 2020

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

(X)RECOMMENDATION
() POLICY DISCUSSION
() STATUS REPORT
() OTHER

COUNCIL ACTION REQUESTED ON: August 20, 2020

PURPOSE:

To change water sewer rates and connection fee rates to meet the current needs for the City.

HISTORY:

Nelsnick Enterprises, Inc has been working with the City over the past couple of years analyzing our water sewer capital improvement plan (CIP) and water sewer rates in relation to the CIP plan. On November 2, 2017, Nelsnick presented the CIP plan and recommended water sewer rate increases over the next 5 years based on infrastructure improvements needed in our system. The last rate change took effect with Resolution 19-014, approved October 18, 2019. Prior years increases were approved on December 7, 2018, and November 2, 2017. Before 2017, there were no increases to the rates since 2014. However, in the spring of 2018 it became apparent we needed to reevaluate the CIP plan due to various new developments coming to the area and more stress on the current system. This year, the rate changes also include a new format for charges; lowering the cost to the low usage customers and reallocating the costs to the appropriate levels of service used. The new plan information is attached.

FACTS AND ISSUES:

The current water sewer capital infrastructure needs are increasing as our City continues to grow. The City needed to develop a CIP plan for water sewer infrastructure to remain compliant with EPD regulations and to meet the demands of our growing City. The need for these rate changes is an important contribution to this plan. For this year, a rate structure change is being recommended to address zero volume customers due to COVID-19 impact. The prior resolution 19-014 is attached for reference to compare to the proposed resolution 20-020.

Water				Wastewater			
Inside City							
Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-1000	7.11	Base Charge	7.00	Base Charge	5.51	Base Charge	7.00
1001-2500	17.79	0-2500	5.60	All	8.30	All	8.93
2501-4500	32.01	2501-4500	7.00				
4501 - 7500	8.89	4501 and above	11.20				
7501 and above	10.67						
Multifamily							
Volume	FY20	Range * Units	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-3355	23.86	Base Charge	7.00	0-3355	29.22	Base Charge	7.00
		0-2500	5.60	3356 and above	5.63	All	7.25
3356-7500	8.89	2501-4500	7.00				
7501 and above	10.67	4501 and above	11.20				

Non-Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-7000	32.01	Base Charge	14.00	0-7000	39.27	Base Charge	14.00
		0-4500	4.95	7001 and above	5.63	All	6.10
7000-60,000	5.72	4501-60,000	6.19				
60,001 and above	6.88	60,001 and above	7.43				

OPTIONS:

Approve the resolution to change water sewer rates or table for further discussion.

RECOMMENDED SAMPLE MOTION:

I make a motion adopt resolution 20-020 for implementation of Water Sewer Rate Changes effective August 20, 2020 (September billing).

DEPARTMENT: Administration

Prepared by: Alisha Gamble

RESOLUTION NO. 20-020

A RESOLUTION ESTABLISHING THE USE RATES FOR WATER AND SEWER SERVICE'S, THE CONNECTION FEES FOR WATER SERVICE AND THE CONNECTION/CAPACITY FEES FOR SEWER SERVICE

WHEREAS, the City of Flowery Branch is authorized by Art. IX, §II, ¶ III of the Constitution of the State of Georgia, O.C.G.A. § 36-35-3 and Art. VI, § 6.6 of the Charter of the City of Flowery Branch to assess and collect fees, charges and tolls for sewer, sanitary, health services or any other services within and without the corporate limits of the city for the total cost to the city of providing such services; and

WHEREAS, Ordinance No. 100-F authorizes the City Council of the City of Flowery Branch to set the rates for water and sewer services, connection fees for water service and connection/capacity fees for sewer service by resolution.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Flowery Branch that the rates for water and sewer services, the connection/capacity fees for water service and the connection/capacity fees for sewer service shall be as follows:

Section 1 - Water and Sewer Services Rates

Section 1.1 Within the Corporate Limits – Customers whose service address is within the city limits of Flowery Branch will be charged the inside city rates, fees, and charges.

Section 1.2 Water System Monthly Charges – Customers shall pay a monthly base charge for maintenance and renewal of capacity of the water system. Additionally, an account servicing fee of \$1.75 shall be charged for meter reading, billing, and customer service costs regardless of meter size. The following table provides the monthly charges based on meter size. *The account servicing fee is only charged once for customers with both water and wastewater services.*

Inside City Residential Water Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$7.00	\$1.75	\$8.75
1"	\$17.50	\$1.75	\$19.25
1 1/2"	\$35.00	\$1.75	\$36.75
2"	\$56.00	\$1.75	\$57.75
3"	\$112.00	\$1.75	\$113.75
4"	\$175.00	\$1.75	\$176.75
6"	\$350.00	\$1.75	\$351.75
8"	\$560.00	\$1.75	\$561.75

Inside City Non-Residential Water Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$14.00	\$1.75	\$15.75
1"	\$35.00	\$1.75	\$36.75
1 1/2"	\$70.00	\$1.75	\$71.75
2"	\$112.00	\$1.75	\$113.75
3"	\$224.00	\$1.75	\$225.75
4"	\$350.00	\$1.75	\$351.75
6"	\$700.00	\$1.75	\$701.75
8"	\$1,120.00	\$1.75	\$1,121.75

Section 1.3 Multi-unit development monthly charges - Water customers in multi-unit developments shall pay the above base charge and account servicing fee for each meter individually read and billed by Flowery Branch or if applicable the property management or owner of the multi-unit development shall pay the base charge and account servicing fee for each master meter read and billed by Flowery Branch. Property management or owner of multi-unit developments served by master meters are responsible for billing the individual units per State law requirements.

Section 1.4 Water System Commodity Charges – Customers shall pay for all water metered using an increasing block rate structure (conservation-based rate structure) based on the following customer classes:

Section 1.4.1 Single-Family Residential (SFR) Water Users – Customers that primary water use for a single-family detached home.

SFR Inside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500	\$5.60
Tier 2	2,501 - 4,500	\$7.56
Tier 3	Above 4,500	\$11.20

Section 1.4.2 Multi-Family Residential (MFR) Water Users – Customers that primary water use is for a single unit of a multi-unit residential complex and is read directly by Flowery Branch staff.

MFR Inside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500	\$5.60
Tier 2	2,501 - 4,500	\$7.56
Tier 3	Above 4,500	\$11.20

Section 1.4.3 Multi-Family Residential Water Users (master-metered) –

Customers that primary water use is for a multi-unit residential complex served by a master meter. Flowery Branch shall bill the master meter only with the invoice allocated to the individual units by the property management per State law requirements. The Tier volume range will be the SFR Tier ranges multiplied by the number of units served by the master meter.

MFR Inside City Water Volume Charges (Master-metered)

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500 x number of units	\$5.60
Tier 2	2,501 - 4,500 x number of units	\$7.56
Tier 3	Above 4,500 x number of units	\$11.20

Section 1.4.4 Non-Residential (NR) Water Users – All other uses not provided above and typically includes industrial, commercial, office, hotels and motels and other uses not dedicated for long-term residential domicile.

NR Inside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 4,500	\$4.95
Tier 2	4,501 - 60,000	\$6.19
Tier 3	Above 60,000	\$7.43

Section 1.5 Wastewater System Monthly Charges – Customers shall pay a monthly base charge for maintenance and renewal of capacity of the wastewater system. Additionally, an account servicing fee of **\$1.75** shall be charged for meter reading, billing, and customer service costs regardless of meter size. The following table provides the monthly charges based on water meter size. *The account servicing fee is only charged once for customers with both water and wastewater services.*

Inside City Residential Wastewater Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$7.00	\$1.75	\$8.75
1"	\$17.50	\$1.75	\$19.25
1 1/2"	\$35.00	\$1.75	\$36.75
2"	\$56.00	\$1.75	\$57.75
3"	\$112.00	\$1.75	\$113.75
4"	\$175.00	\$1.75	\$176.75
6"	\$350.00	\$1.75	\$351.75
8"	\$560.00	\$1.75	\$561.75

Inside City Non-Residential Wastewater Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$14.00	\$1.75	\$15.75
1"	\$35.00	\$1.75	\$36.75
1 1/2"	\$70.00	\$1.75	\$71.75
2"	\$112.00	\$1.75	\$113.75
3"	\$224.00	\$1.75	\$225.75
4"	\$350.00	\$1.75	\$351.75
6"	\$700.00	\$1.75	\$701.75
8"	\$1,120.00	\$1.75	\$1,121.75

Section 1.6 Multi-unit development monthly charges - Wastewater customers in multi-unit developments shall pay the above base charge and account servicing fee for each water meter individually read and billed by Flowery Branch or if applicable the property management or owner of the multi-unit development shall pay the base charge and account servicing fee for each master meter read and billed by Flowery Branch. Property management or owner of multi-unit developments served by master meters are responsible for billing the individual units per State law requirements.

Section 1.7 Wastewater System Commodity Charges – Customers shall pay for all wastewater based on water metered using a uniform rate structure for all customer.

Inside City Single-Family Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$8.93

Inside City Multi-Family Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$7.25

Inside City Non-Residential Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$6.10

Section 1.8 Outside the Corporate Limits – Customers whose service address is outside the city limits of Flowery Branch will be charged the outside city rates, fees, and charges. The outside city rates reflect the additional cost in serving outside customer including additional pumping cost, travel, and risks associated with serving outside jurisdictional customer.

Section 1.9 Water System Monthly Charges – Customers shall pay a monthly base charge for maintenance and renewal of capacity of the water system. Additionally, an account servicing fee of **\$1.75** shall be charged for meter reading, billing, and customer service costs regardless of meter size. The following table provides the monthly charges based on meter size. *The account servicing fee is only charged once for customers with both water and wastewater services.*

Outside City Residential Water Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$8.75	\$1.75	\$10.50
1"	\$21.88	\$1.75	\$23.63
1 1/2"	\$43.75	\$1.75	\$45.50
2"	\$70.00	\$1.75	\$71.75
3"	\$140.00	\$1.75	\$141.75
4"	\$218.75	\$1.75	\$220.50
6"	\$437.50	\$1.75	\$439.25
8"	\$700.00	\$1.75	\$701.75

Outside City Non-Residential Water Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$17.50	\$1.75	\$19.25
1"	\$43.75	\$1.75	\$45.50
1 1/2"	\$87.50	\$1.75	\$89.25
2"	\$140.00	\$1.75	\$141.75
3"	\$280.00	\$1.75	\$281.75
4"	\$437.50	\$1.75	\$439.25
6"	\$875.00	\$1.75	\$876.75
8"	\$1,400.00	\$1.75	\$1,401.75

Section 1.10 Multi-unit development monthly charges - Water customers in multi-unit developments shall pay the above base charge and account servicing fee for each meter individually read and billed by Flowery Branch or if applicable the property management or owner of the multi-unit development shall pay the base charge and account servicing fee for each master meter read and billed by Flowery Branch. Property management or owner of multi-unit developments served by master meters are responsible for billing the individual units per

State law requirements.

Section 1.11 Water System Commodity Charges – Customers shall pay for all water metered using an increasing block rate structure (conservation-based rate structure) based on the following customer classes.

Section 1.11.1 Single- Family Residential (SFR) Water Users – Customers that primary water use for a single-family detached home.

SFR Outside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500	\$7.00
Tier 2	2,501 - 4,500	\$8.75
Tier 3	Above 4,500	\$14.00

Section 1.11.2 Multi-Family Residential (MFR) Water Users – Customers that primary water use is for a single unit of a multi-unit residential complex and is read directly by Flowery Branch staff.

MFR Outside City Water Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500	\$7.00
Tier 2	2,501 - 4,500	\$8.75
Tier 3	Above 4,500	\$14.00

Section 1.11.3 Multi-Family Residential Water Users – Customers that primary water use is for a multi-unit residential complex served by a master meter. Flowery Branch shall bill the master meter only with the invoice allocated to the individual units by the property management per State law requirements. The Tier volume range will be the SFR Tier ranges multiplied by the number of units served by the master meter.

MFR Outside City Water Volume Charges (Master-metered)

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 2,500 x number of units	\$7.00
Tier 2	2,501 - 4,500 x number of units	\$8.75
Tier 3	Above 4,500 x number of units	\$14.00

Section 1.11.4 Non-Residential (NR) Water Users – All other uses not provided above and typically includes industrial, commercial, office, hotels and motels and other uses not dedicated for long-term residential domicile.

NR Outside City Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Tier 1	0 - 4,500	\$6.19
Tier 2	4,501 - 60,000	\$7.74
Tier 3	Above 60,000	\$9.29

Section 1.12 Wastewater System Monthly Charges – Customers shall pay a monthly base charge for maintenance and renewal of capacity of the wastewater system. Additionally, an account servicing fee of **\$1.75** shall be charged for meter reading, billing, and customer service costs regardless of meter size. The following table provides the monthly charges based on water meter size. *The account servicing fee is only charged once for customers with both water and wastewater services.*

Outside City Residential Wastewater Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$8.75	\$1.75	\$10.50
1"	\$21.88	\$1.75	\$23.63
1 1/2"	\$43.75	\$1.75	\$45.50
2"	\$70.00	\$1.75	\$71.75
3"	\$140.00	\$1.75	\$141.75
4"	\$218.75	\$1.75	\$220.50
6"	\$437.50	\$1.75	\$439.25
8"	\$700.00	\$1.75	\$701.75

Outside City Non-Residential Wastewater Monthly Charges

Descriptions	Base Charge	Account Servicing Fee	Total
3/4"	\$17.50	\$1.75	\$19.25
1"	\$54.69	\$1.75	\$56.44
1 1/2"	\$109.38	\$1.75	\$111.13
2"	\$175.00	\$1.75	\$176.75
3"	\$350.00	\$1.75	\$351.75
4"	\$546.88	\$1.75	\$548.63
6"	\$1,093.75	\$1.75	\$1,095.50
8"	\$1,400.00	\$1.75	\$1,401.75

Section 1.13 Multi-unit development monthly charges - Wastewater customers in multi-unit developments shall pay the above base charge and account servicing fee for each water meter individually read and billed by Flowery Branch or if applicable the property management or owner of the multi-unit development shall pay the base charge and account servicing fee for each master meter read and billed by Flowery Branch. Property management or owner of multi-unit developments served by master meters are responsible for billing the individual units per State law requirements.

Section 1.14 Wastewater System Commodity Charges – Customers shall pay wastewater volume based on water metered using a uniform rate structure for all customers.

Outside City Single-Family Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$11.16

Outside City Multi-Family Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$9.06

Outside City Non-Residential Wastewater Volume Charges

Descriptions	Volume Range (Gallons)	Unit Charge per 1,000 Gallons
Uniform Rate	All Volume	\$7.62

Section 1.15 Irrigation Meters Unit Charges – Inside City Customers shall pay the Inside City SFR Tier 3 volume rate for all water metered through an irrigation meter. Outside City Customers shall pay the Outside City SFR Tier 3 volume rate for all water metered through an irrigation meter.

Section 2 Gainesville Water System Customers Wastewater Charges

Customers utilizing the Flower Branch sewer system but receiving water service from the City of Gainesville shall be billed directly by the City of Gainesville using the following schedule. Please note, all units of sewage are billed based on the water meter reading and are in 100 cubic feet (CCF). There are approximately 748 gallons in 1 CCF.

Gainesville-Flowery Branch Sewer			
Inside City			
Description	Base	Unit (CCF)	Note
Residential	\$8.00	\$6.75	no volume in base
Multi-Family	\$8.00	\$6.75	no volume in base
Commercial	\$8.00	\$6.75	no volume in base
Industrial	\$8.00	\$6.75	no volume in base
Outside City			
Description	Base	Unit (CCF)	Note
Residential	\$9.00	\$8.30	no volume in base
Multi-Family	\$9.00	\$8.30	no volume in base
Commercial	\$9.00	\$8.30	no volume in base
Industrial	\$9.00	\$8.30	no volume in base

Section 3 Hardship Rates

SENIOR CITIZENS: Upon making written application on such forms as provided by the City Manager, customers billed directly by Flowery Branch may receive a discount of \$5.00 for water service and \$5.00 for wastewater service provided by Flowery Branch applied monthly to residential accounts in which the head of the household is 65 years of age or older. The applicant must also verify through their latest tax return that total household income is less than 125% of the City's Poverty Rate as determined by the US Census Bureau. The discount will be applied for up to two years for accounts that remain in good standing. Prior to expiration an account holder may apply for a two-year extension.

This discount may be provided to multi-family properties billed by Flowery Branch on a per unit basis provided each eligible owner/renter submits and maintains an application and that the discount is provided directly to eligible participants by the property management.

DISABLED: Upon making written application on such forms as provided by the City Manager, customers billed directly by Flowery Branch may receive a discount of \$5.00 for water service and \$5.00 for wastewater service provided by Flowery Branch applied monthly to residential accounts in which the head of the household has been declared disabled by the US Social Security Administration or the US Department of Veterans Affairs. The applicant must also verify through their latest tax return that total household income is less than 125% of the City's Poverty Rate as determined by the US Census Bureau. The discount will be applied for up to two years for accounts that remain in good standing. Prior to expiration an account holder may apply for a two-year extension.

This discount may be provided to multi-family properties billed by Flowery Branch on a per unit basis provided each eligible owner/renter submits and maintains an application and that the discount is provided directly to eligible participants by the property management.

Section 4 One-Time Water Leak Adjustment

Upon repairing a leak, a customer may receive an adjustment to the water bill or bills (two consecutive months) that covered the time of the leak. The customer remains responsible for their regular bills reduced by the leak amount. The leak amount will be calculated by subtracting the average month usage of the last 3 months (or less if 3-month data unavailable) from the impacted bills (2 months maximum). It is important that the customer understands that the onetime leak adjustment is available for an account holder only one time. The customer must provide either a copy of the plumber bill or copies of receipts for the repair to be given the one-time water leak adjustment.

Only Single-Family Residential customers are eligible for the One Time Leak Adjustment Policy. It does not apply to Commercial accounts.

It is important to note that the one-time water leak adjustment limit **does not** apply to sewer billings for a leak that did **not go into the sewer**. If the water leaked prior to entering the sewer line, you can give the customer an adjustment for the sewer portion of the bill. You may adjust the bill back to the customer's normal sewer billing. A sewer credit can be issued once a year for a maximum of three consecutive months (this is to encourage the customer to make the necessary repairs). The type of customer (residential or commercial) is not relevant to determine if the customer is eligible for the sewer adjustment. All classes of customers are eligible for the sewer credit.

Section 5 Tampering and Disconnection Fees

Service that has been scheduled for disconnection or has been disconnected for non-payment of a utility bill or evidence of meter tampering will be restored only after the past month and current month bill is paid in full and a \$30.00 (disconnection fee) service charge paid. A lock will be placed on the meter until the account is paid in full. Additionally, if the meter is damaged due to tampering, the cost of installing a new meter will be charged (See meter set fee later in ordinance).

Evidence of removing or damaging a lock that has been placed on a meter for non-payment of service will require the City of Flowery Branch to remove the meter from the service address. Service will be restored only after the past month and current month bill is paid in full, a \$50.00 tampering fee is paid in full, a \$20.00 lock replacement fee is paid in full and a \$30.00 (disconnection fee) service charge paid in full. Additionally, if the meter is damaged due to tampering, the cost of installing a new meter will be charged (See meter set fee later in ordinance).

Section 6 Water Connection Fees.

The Water Connection Fee includes four components as follow:

- 1) Tap Fee - the cost of tapping into the water main and providing a service main and meter box,
- 2) Meter Set Fee - the meter installation cost including backflow protection and data transmitter,
- 3) System Development Charge (SDC) – the fair share cost of infrastructure including system pipe size, elevated storage, water supply/treatment and pumping to provide peak day water capacity based on requested water capacity or by meter size, and
- 4) Administrative fee – to recover cost for customer service and tracking information related to the service connection.

Section 6.1 Tapping and Meter Set Fees - The water connection installation fee recovers the cost of labor, materials, and equipment for providing a connection from the water main to the property boundary including the cost of the meter box/vault. **This differs from the SDC in the next section which recovers the fair share cost of the distribution and treatment facilities based on requested capacity.** The meter set fee recovers the cost of labor, materials, and equipment for providing the meter, backflow, and data transmitter. Tapping Fees and Meter Set Fees apply to all connections performed by Flowery Branch staff including the installation of master meters, direct service to individual units, and irrigation meters. Developers that install the tap and meter box to Flowery Branch specifications shall only pay the meter set fee. Developers that purchase meters/backflow and transmitter from Flowery Branch and install meter shall only pay the cost of materials.

Water Connection Installation Fee

Descriptions	Tap Fee	Meter Set Fee	Total
3/4" Short	\$693	\$580	\$1,273
1" Short	\$593	\$750	\$1,343
2" and larger	At Cost	At Cost	At Cost

Section 6.2 System Development Charge and Admin Fee - The System Development Charge for water service recovers the fair share value of system capacity being requested. The total gallons needed shall be based on typical peak day capacity needed to serve the development. The following schedule can be used for the Water SDC and Administration Fee. Attached multi-unit developments typically use less water than detached units. A 70% factor is applied to the SDC to account for this reduced water use and vacancy rates. This is already included in the chart below under the capacity ratios column. The capacity ratio is a factor applied to a typical ¾" meter based on the American Water Works Association (AWWA) flow capacity. Based on the latest connection fee study, a single-family home using a ¾" meter will use **231.2** gallons for a typical peak day. Therefore, an equivalent dwelling unit (EDU) is considered to require 231.2 gallons of capacity from the water distribution and treatment plant.

An administrative fee to recover the cost of application/plan review, customer service, data collection/tracking and SDC calculation is added per dwelling unit or business unit. The admin fee is **\$23** for multi-family attached developments for each unit, **\$33** for ¾" detached developments and multi-unit commercial developments and **\$50** for developments (detached or attached) requiring a meter 1" or larger. The SDC and admin fee is charged for each unit in the

development.

Water Connection System Development Charge and Admin Fee

Meter Size (in inches)	Capacity Ratios	Water SDC	Admin	Total
3/4" Meters used in Multiunit Attached Developments	0.7	\$773	\$23	\$796
¾" Detached Single Family and individual businesses	1	\$1,104	\$33	\$1,137
1"	2.5	\$2,760	\$50	\$2,810
1 1/2"	5	\$5,520	\$50	\$5,570
2"	8	\$8,832	\$50	\$8,882
3"	16	\$17,664	\$50	\$17,714
4"	25	\$27,600	\$50	\$27,650
6"	50	\$55,200	\$50	\$55,250
8"	80	\$88,320	\$50	\$88,370

Section 6.3 Irrigation Meters - A ¾" irrigation meter will use approximately 600 gallons per application assuming 30 minutes and 20 gallons per minute (¾" meter) or over twice the single-family home domestic meter, as such, an irrigation meter shall be charged an SDC two times the SDC rate of a non-irrigation meter of equivalent size. i.e. the SDC for a 1" irrigation meter would be $2 \times \$2,760 = \$5,520$ plus any installation costs (labor, equipment and materials). No administrative fee would be applied to an irrigation meter for existing or new non-irrigation customer connections. To encourage water conservation, residential units are prohibited to have an irrigation meter with all water metered being charged the appropriate water Tiered rate plus if applicable sewer unit charges.

Water Irrigation Meter System Development Charge

Irrigation Meter Size (in inches)	Capacity Ratio	Water SDC	Total
3/4"	2	\$1,104 x 2	\$2,208
1"	5	\$2,760 x 2	\$5,520
1 1/2"	10	\$5,520 x 2	\$11,040
2"	16	\$8,832 x 2	\$17,664
3"	32	\$17,664 x 2	\$35,328
4"	50	\$27,600 x 2	\$55,200
6"	100	\$55,200 x 2	\$110,400
8"	160	\$88,320 x 2	\$176,640

Section 6.4 Multi-unit Development served by a master-meter - Multi-unit developments that install sub-metering¹ to individual units shall provide connection to the Flowery Branch water system and meter boxes per Flowery Branch specification for each master meter required to serve the development. Developer shall only pay the meter set fees for the master meters, and SDC and admin fees for each sub-metered unit. The meter set fee will be based on meter size of the master meters installed by Flowery Branch and include labor, materials and equipment associated with the meter, backflow protection and data transmitter as applicable (see Section 6.1). The SDC and Admin fee will be based on the sub-meter size based on the following table.

Water System Development Charge and Admin Fee (Master-metered)

Sub-meter Size	Meter Equivalency Ratios	SDC	Admin	Total
3/4" or smaller Attached Units	0.7	\$773	\$23	\$796 x # of units
3/4" Single Family/Business Detached	1	\$1,104	\$33	\$1,137 x # of units
1"	2.5	\$2,760	\$50	\$2,810 x # of units
1 1/2"	5	\$5,520	\$50	\$5,570 x # of units
2"	8	\$8,832	\$50	\$8,882 x # of units
3"	16	\$17,664	\$50	\$17,714 x # of units
4"	25	\$27,600	\$50	\$27,650 x # of units
6"	50	\$55,200	\$50	\$55,250 x # of units
8"	80	\$88,320	\$50	\$88,370 x # of units

Section 6.5 Mixed Use/Special Developments - Each use in a development that has a mixture of attached and detached units and/or residential and non-residential uses and/or use of master-metering shall identify the number of units by type and apply the appropriate schedules. In the event that the developer requires a different capacity other than provided in the SDC tables, the typical peak day gallons shall be provided by a Professional Engineer or Architect registered in Georgia. This capacity needs calculation and methodology shall be approved by Flowery Branch engineering staff or consultant for reasonableness. The cost for capacity (SDC) is **\$4.78** per peak day gallon plus the appropriate admin fees by meter size for each unit. **The service main and/or meter size capacity to the Flowery Branch water system shall not exceed the requested capacity.**

Section 6.6 Connections for Fire Suppression – Any building requiring fire suppression/sprinklers shall pay for the capacity based on the pipe diameter size using the capacity ratios and multiplying by the ¾" water system development charge. Developers that provide public access fire hydrants within their development and dedicate to the City of Flowery Branch shall be exempt from the Fire Suppression System Development Charge.

¹ Georgia state law now requires all new multi-unit developments to individually meter each unit within the development. Water charges based on the master meter are to be fairly allocated to the individual units based on usage. Flowery Branch shall only be responsible for billing at the master meter level.

Section 6.7 Example Situation

Section 6.7.1 Single Family ¾" water meter installed by Flowery Branch staff

The owner/developer will pay \$1,273 for the Tap and Meter Set fees and \$1,137 for the SDC and admin fee or a total of \$2,410.

Section 6.7.2 Single Family detached Subdivision with ¾" water meter installed by Flowery Branch staff and developer providing water tap and meter box for 25 homes. Also, a 1" irrigation meter is requested to be installed by Flowery Branch for a common area to be the responsibility of a homeowners association.

The owner/developer will pay \$580 in Meter Set fees and \$1,137 in SDC and admin fees for each home or 25 x 1,717 a total of \$42,925. The irrigation meter would be \$5,520 plus any installation costs performed by Flowery Branch. Please note; irrigation meters are prohibited to single family dwellings to promote water conservation but are available for non-residential entities that would be responsible for billing.

Section 6.7.3 Multiunit development served by two 2" master meters for two 5-unit condo buildings with each unit sub-metered. Also, an addition 1" meter is installed by the developer for a clubhouse to be the responsibility of a homeowner's association.

The owner/developer will pay Meter Set fees for each master meter at cost. The owner/developer will also pay \$796 in SDC and admin fees for each unit or 10 x \$796 or a total of \$7,960. The 1" clubhouse meter installed by the developer purchased at-cost from Flowery Branch will add \$2,810 to the total fee.

Section 7 Sewer Connection/Capacity Fees

The Wastewater Connection Fee includes two components as follows:

- 1) System Development Charge (SDC) – the fair share cost of infrastructure including system pipe size, lift stations and treatment to provide peak day sewer capacity based on requested flow capacity or water meter size, and
- 2) Administrative fee – to recover cost for customer service and tracking information related to the service connection.

The cost of installation of the sewer connection is the responsibility of the developer/owner.

Section 7.1 System Development Charge and Admin Fee - The System Development Charge for wastewater service recovers the fair share value of system capacity being requested. The total gallons needed shall be based on typical peak day capacity needed to serve the development. The following schedule can be used for the Wastewater SDC and Administration Fee. Attached multiunit developments typically use less water than detached units. A 90% factor is applied to the SDC to account for this reduced water use and vacancy rates. This is already included in the chart below under the capacity ratios column. The capacity ratio is a factor applied to a typical $\frac{3}{4}$ " meter based on the American Water Works Association (AWWA) flow capacity. Based on the latest connection fee study, a single-family home using a $\frac{3}{4}$ " meter will return **180.3** gallons of wastewater to Flowery Branch for a typical peak day. Therefore, an equivalent dwelling unit (EDU) is considered to require 180.3 gallons of capacity from the wastewater collection and treatment plant.

An administrative fee to recover the cost of application/plan review, customer service, data collection/tracking and SDC calculation is added per dwelling unit or business unit. The admin fee is **\$36** for multi-family attached developments for each unit, **\$50** for $\frac{3}{4}$ " detached developments and multi-unit non-residential developments and **\$50** for developments (detached or attached) requiring a meter 1" or larger. The SDC and admin fee is charged for each unit in the development

Wastewater Connection System Development Charge and Admin Fee

Water Meter Size* (in inches)	Meter Equivalency Ratios	Wastewater SDC	Admin	Total
3/4" Meters used in Multiunit Attached Developments	0.7	\$1,932	\$36	\$1,968
3/4" Detached Single Family and individual businesses	1	\$2,760	\$50	\$2,810
1"	2.5	\$6,900	\$50	\$6,950
1 1/2"	5	\$13,800	\$50	\$13,850
2"	8	\$22,080	\$50	\$22,130
3"	16	\$44,160	\$50	\$44,210
4"	25	\$69,000	\$50	\$69,050
6"	50	\$138,000	\$50	\$138,050
8"	80	\$220,800	\$50	\$220,850

*Irrigation meters should be excluded from capacity requests and system development charges.

Section 7.2 Mixed Use/Special Developments - Each use in a development that has a mixture of attached and detached units and/or residential and non-residential uses and/or use of master-metering shall identify the number of units by type and apply the appropriate SDC schedule. In the event that the developer requires a different capacity other than provided in the SDC schedules, the typical peak day gallons shall be provided by a Professional Engineer or Architect registered in Georgia. This capacity needs calculation and methodology shall be approved by Flowery Branch engineering staff and/or consultant for reasonableness. The cost for wastewater capacity (SDC) is \$15.53 per peak day gallon plus the appropriate admin fees by meter size for each unit.

Section 8. Oakwood Sewer. Gainesville water customers with City of Oakwood sewer service with treatment provided by Flowery Branch shall be billed for wastewater at 100% of water metered. The billed volume is provided by the Gainesville Department of Water Resources at \$1.00 per month per account. The billed amount is collected by Flowery Branch and a share is provided to the City of Oakwood for sewer service. Customers seeking Oakwood sewer service will pay any connection related fees directly to the City of Oakwood. Customers should contact the City of Oakwood for latest rates, fees and charges related to this sewer service.

Section 9. Moratoriums. If new development is estimated to exceed the capacity of water supply or distribution system capacity or wastewater collection or treatment, the City of Flowery Branch may place a temporary moratorium on new development until such capacity is added. Such moratorium may be system-wide or to specific geographic locations of the service area depending on the situation. A separate ordinance will be voted on by City Council at the recommendation of the City Manager as to the time and scope of the moratorium.

Section 10. Landlord Agreement. Landlords may request continuous water service for newly unoccupied rental units by using the latest landlord agreement form provided by the Water/Wastewater Department. A turn-on fee of \$30 will be charged each time when the account is re-established in the Landlord's name at the time that a tenant requests service disconnection OR tenant account is closed for non-payment and service is transferred to the landlord. The landlord will be responsible for all billed water volume and monthly fees of the unoccupied rental unit during this time. A \$60 administration fee and refundable deposit of \$120 per rental unit shall be required for the duration of the landlord agreement. The maximum deposit shall not exceed \$1,080.

Each time a new tenant applies for service for any of the service addresses listed on the landlord agreement form said account will be final billed. However, should the landlord for any reason, request that the water service be disconnected once the agreement is established and no tenant has applied for water/sewer service, the appropriate charges will be billed, and this agreement will be null and void.

Landlord's requesting to participate in this agreement must have a good payment history. The Landlord's deposit will remain on the account until the Landlord requests the account be taken off of Landlord status and the account is closed. If any accounts on this agreement fall into delinquent status, this agreement will be considered null and void.

Section 12. Miscellaneous Fees. The following are additional fees for specific services provided by Flowery Branch.

- \$120 for Water and Sewer Deposit Fee – This is charged for new application for water and sewer service. The deposit will be used for the final bill and any

- potential balance refunded to a customer.
- \$65 for Sewer Only Deposit Fee – This is charged for new application for sewer only service. The deposit will be used for the final bill and any potential balance refunded to a customer.
- \$60 admin fee for new service applications – The administrative cost of establishing an account and turning on the water meter.
- \$60 cut off fee – The administrative cost of closing an account and turning off the water meter. This applies to all accounts 30 days past due.
- \$30.00 Return Check Fee – A fee will be charged on checks or bank drafts returned for any reason, and water service may be subject to disconnect.
- \$30 turn-on fee – This fee is charged to turn the water service on for existing connections.
- Sewer Inspection Fee – TBD
- Water Inspection Fee – TBD

Section 13. Debt Collections. Accounts that are not fully paid after 90 days shall be turned over to a collection agency for processing. An additional service fee of may be applied to cover the cost of collection agency.

Section 13. Repeal of Conflicting Resolutions. Any part of any prior resolutions in conflict with the terms of this Resolution, are hereby repealed to the extent of the conflict; but it is hereby provided, that any resolution, ordinance or law which may be applicable hereto and aid in carrying out and making effective the intent, purpose and provisions hereof, is hereby adopted as a part hereof and shall be legally construed to be in favor of upholding this Resolution on behalf of the City of Flowery Branch.

Section 14. Severability. If any paragraph, subparagraph, sentence, clause, phrase or any portion of this Resolution shall be declared invalid or unconstitutional by any court or competent jurisdiction or if the provisions of any part of this Resolution as applied to any particular situation or set of circumstance shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Resolution not so held to be invalid, or the application of the Resolution to other circumstances no so held to be invalid. It is hereby declared to be the intent of the City Council of the City of Flowery Branch to provide for separate and divisible parts, and it does hereby adopt all parts hereof as may not be held invalid for any reason.

Section 15. Brochure and Other Guides Conflicts. The City of Flowery Branch provides brochures and guides to assist customers on the rates, fees and charges of the Flowery Branch water and wastewater systems. If any information from these documents conflict with the latest Council approved ordinance, the ordinance shall prevail.

Section 15. Effective Date. This Resolution shall become effective the date of August 20, 2020 once it is adopted by the Council of the City of Flowery Branch.

SO, RESOLVED this 20th day of August 2020.

James Miller, Mayor

ATTEST:

Vickie Short, City Clerk

APPROVED AS TO FORM:

Ron Bennett, City Attorney



Technical Memorandum

DATE: *July 28, 2020*

PREPARED FOR: *Ms. Alisha Gamble*

COPIES TO: *Mr. Bill Andrew*
Mr. Bob Troxler

PREPARED BY: *Mr. Bobby Sills, AICP*

SUBJECT: *Rate Structure and Increase Plan Re-evaluation*

PROJECT: *Flowery Branch General Services – FY21*

Purpose

The purpose of this technical memorandum (TM) is to provide documentation on the modification of the Flowery Branch Water and Wastewater systems' proposed rate structure and rate increase implementation plan.

Background Information

In November 2017, a CIP and Rate Increase plan was presented to the Flowery Branch City Council by Nelsnick Enterprises. The CIP had been subsequently updated in the Summer of 2018 and the changes were summarized in a technical memo dated November 11, 2018 by Nelsnick Enterprises Inc. In the summer of 2019, the CIP was updated as part of annual Flowery Branch budget preparation process. The recommended changes are summarized in a technical memo dated September 27, 2019. This year, the utility has experienced customer consumption changes due to the Covid-19 virus. Residential volumes have increased, and non-residential volumes have decreased.

The consumption pattern change merits an adjustment in the rate structure to address zero volume bills. In the past, a minimum bill provided a set amount of water or wastewater and was appropriate for generating sufficient revenues for the utility. However, the minimum bill does not work well for those customers using limited water or wastewater services during the shutdowns and/or minimal operations. Additionally, rate revenue increases are still needed to fund the capital program. The recommendations are detailed as follows.

Rate Structure Modification

Tables 1 and 2 on the following pages provided the recommended rate structure changes to address low/zero volume customers. The minimum bill is replaced with a base charge that recovers the cost of minimal service. This cost is sometimes referred to as a "readiness-to-serve" charge and includes fixed cost that occur regardless of the amount of water purchased. Since much of this cost is a function of the

capacity of the water and wastewater system, customers with larger meters are charged more based on the capacity of those meters. Fixed charges may include debt used for water tanks, wells, water distribution, wastewater treatment, lift stations and other infrastructure needed to supply sufficient capacity for the systems customers. Other fixed charges include operating staff, fire protection and depreciation (asset renewal cost). The Account Servicing Fee is collected only once for each account to cover the cost of meter reading and billing. The base charge will collect a portion of fixed costs related to capacity with the remaining costs recovered by an increasing block¹ rate structure.

Table 1
Inside City Rate Structure Changes

Water				Wastewater			
Inside City							
Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-1000	7.11	Base Charge	7.00	Base Charge	5.51	Base Charge	7.00
1001-2500	17.79	0-2500	5.60	All	8.30	All	8.93
2501-4500	32.01	2501-4500	7.00				
4501 - 7500	8.89	4501 and above	11.20				
7501 and above	10.67						
Multifamily							
Volume	FY20	Range * Units	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-3355	23.86	Base Charge	7.00	0-3355	29.22	Base Charge	7.00
		0-2500	5.60	3356 and above	5.63	All	7.25
3356-7500	8.89	2501-4500	7.00				
7501 and above	10.67	4501 and above	11.20				
Non-Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-7000	32.01	Base Charge	14.00	0-7000	39.27	Base Charge	14.00
		0-4500	4.95	7001 and above	5.63	All	6.10
7000-60,000	5.72	4501-60,000	6.19				
60,001 and above	6.88	60,001 and above	7.43				

¹ The increasing block rate structure promotes conservation by raising the price of water as an account uses higher volumes. This will encourage efficient use of the limited resource.

Table 2
Outside City Rate Structure Changes

Water				Wastewater			
Outside City							
Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-1000	9.47	Base Charge	8.75	Base Charge	7.28	Base Charge	8.75
1001-2500	23.69	0-2500	7.00	All	11.14	All	11.16
2501-4500	42.63	2501-4500	8.75				
4501 - 7500	11.84	4501 and above	14.00				
7501 and above	14.23						
Multifamily							
Volume	FY20	Range * Units	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
0-3355	31.78	Base Charge	8.75				
		0-2500	7.00	0-3355	38.89	Base Charge	8.75
3356-7500	11.84	2501-4500	8.75	3356 and above	11.59	All	9.06
7501 and above	14.23	2501 and above	14.00				
Non-Residential							
Volume	FY20	Volume	FY21	Volume	FY20	Volume	FY21
Account Servicing Fee	1.75	Account Servicing Fee	2.00	Account Servicing Fee	1.75	Account Servicing Fee	2.00
		Base Charge	17.50				
0-7000	42.55	0-4500	6.19	0-7000	52.15	Base Charge	17.50
7000-60,000	7.61	4501-60,000	7.74	7001 and above	7.49	All	7.62
60,001 and above	9.11	60,001 and above	9.29				

A balance of recovering cost from base charges and usage charges allows a community to achieve certain objectives with their utility rates. One objective may be revenue stability in which at the extreme a high base charge could guarantee sufficient revenues to cover all fixed cost. Leaving all variable cost to the unit charge would result in a very low unit charge as it would cover mostly electric and chemical costs. Another objective related to water conservation puts all or most cost in the unit charge. This drives the unit charge up and incentivizes lower consumption.

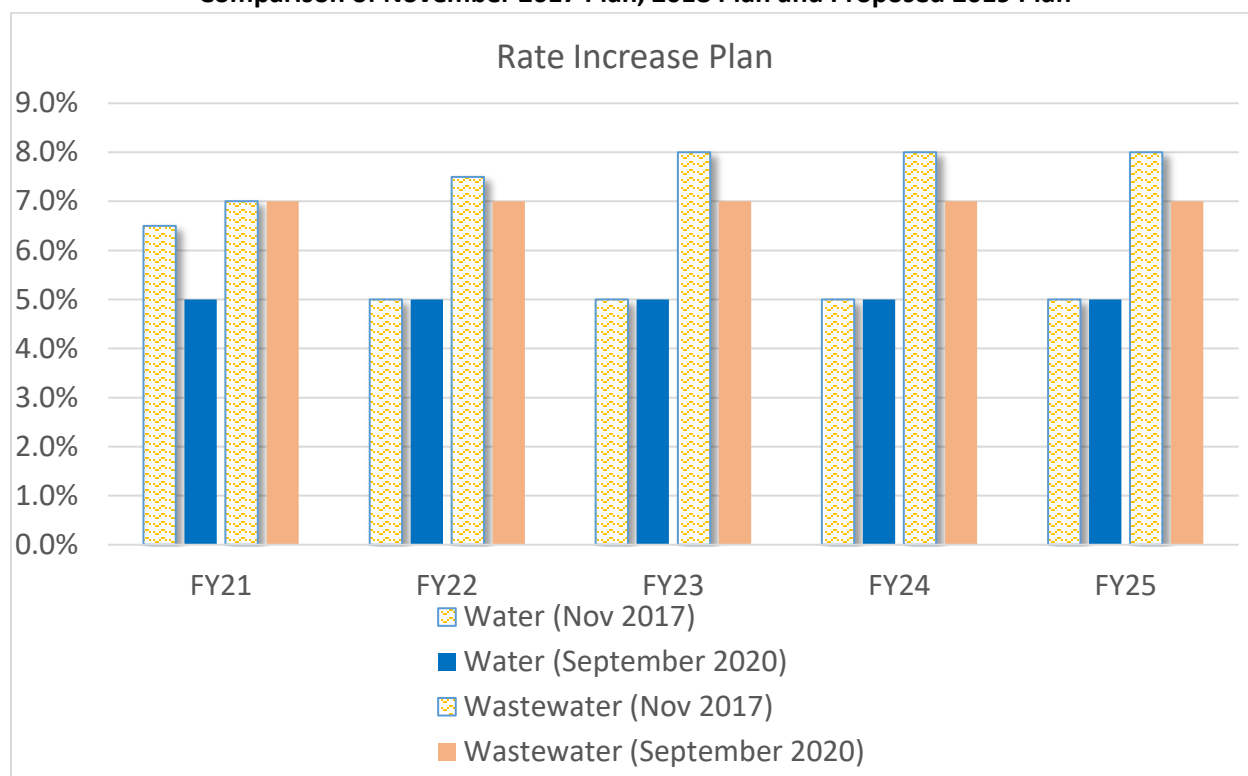
According to an American Water Works Association (AWWA) Insight Survey, on average a public water utility will recover 20% of their cost through fixed charges. The rate structure provided in **Tables 1 and 2** are designed to generate about 19% in fixed income. This should provide sufficient revenue stability and

balance with water conservation efforts as required by the Metropolitan North Georgia Water Planning District.

Rate Increase Recommendations

Each year since 2017, the original rate increase plan needed to fund the capital improvement plan is evaluated for reasonableness. Adjustments to the rate increase needs are made based on actual system growth in revenues and expenses. For results ending June 30, 2020, the Flowery Branch water and wastewater systems has seen customer growth above what had been projected in the 2017 Rate Study. Unfortunately, the systems will also see significant expense increases. Most notably is sludge disposal which with other inflationary² increases will raise sewer operations by 23% in FY21. Additionally, water operations is expected to see a 14% increase driven by data collection costs for a new service related to meter reading. Fortunately, revenue has also increased and has offset this added cost. Figure 1 provides the adjusted rate increase plan³ compared to the original 2017 study showing a slight reduction.

Figure 1
Rate Increase Plan
Comparison of November 2017 Plan, 2018 Plan and Proposed 2019 Plan



² The 2017 Rate Study assumed a 4% annual growth in expenses for inflation and new customer being served.

³ Due to the rate structure change, it would be difficult to show what the increase in rates would be. However, the planned rate structure changes should generate approximately 5% additional water revenue and 7% additional wastewater revenue.

Recommendations

Nelsnick recommends updating the rate ordinance to include the rate structure changes as shown in **Tables 1 and 2**. These should be in effect as soon as practical. Future rate increase requirements should be checked annually for reasonableness. The planned increases based on this analysis is 5% for water and 7% for wastewater for FY 22 – FY25. The increases are needed to recover the future cost of the debt payments for the wastewater treatment plant (approximately \$22M and new wells and water system improvements (approximately \$5M).

Flowery Branch, Georgia FY21 Water and Wastewater Financial Plan Annual Update

August 6, 2020

Introduction

Robert Sills, AICP

Presentation Summary

Rate Revenue Requirements

Rate Structure Changes

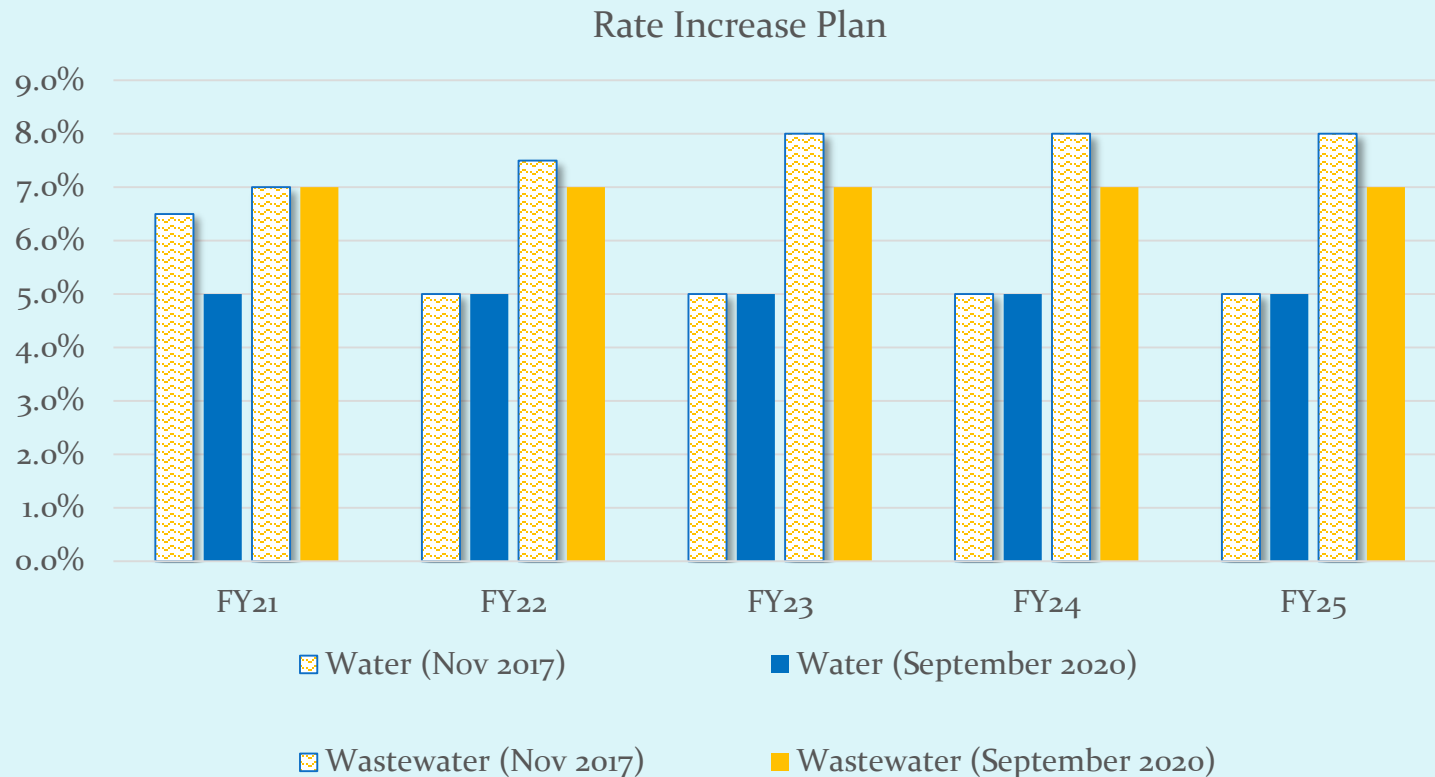
Rate Revenue Requirements

Operating Cost Changes

Sludge

Georgia Power

Rate Increase Plan Comparison



Rate Structure Changes

Why Change?

Low volume customers

Easier to understand

Consumption Pattern Change

	>5000	>2000	>0	Zero Bills	Total
June-20					
Residential	596	1302	812	72	2782
Non-Residential	2	2	3	54	61
March-20					
Residential	263	1235	1017	58	2573
Non-Residential	34	24	90	18	166

Rate Structure Changes

The Changes

Replace Minimum Bill

Lower Monthly Base Charge

Raise multi-service discount

All volume charged

Water 3-Tiers Conservation

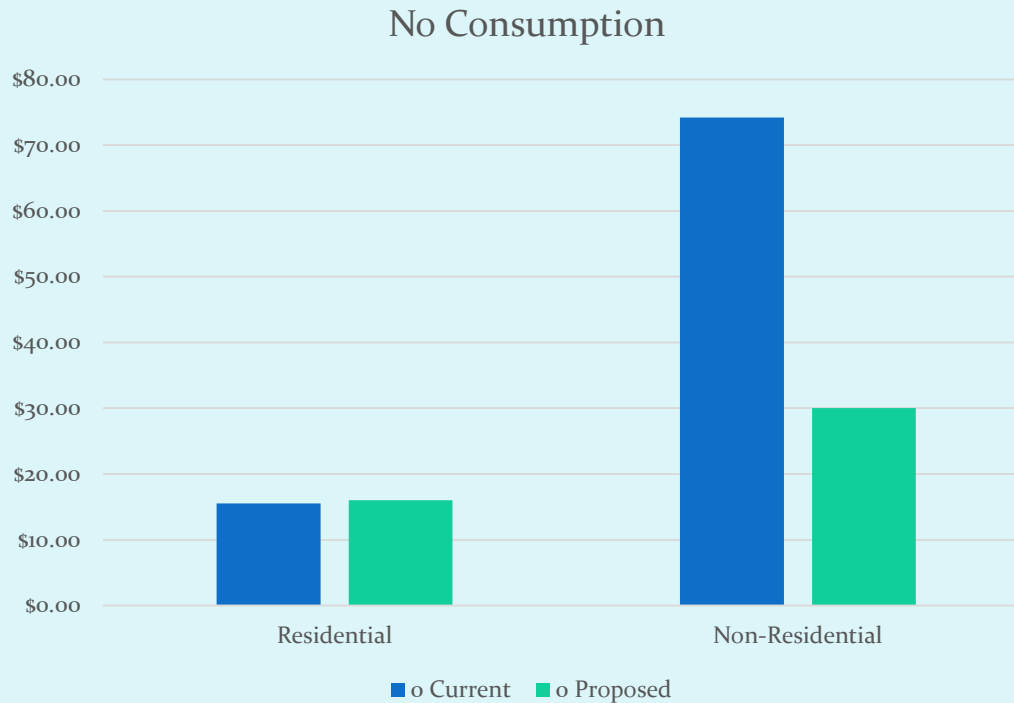
Wastewater Uniform Rate

Rate Structure Changes

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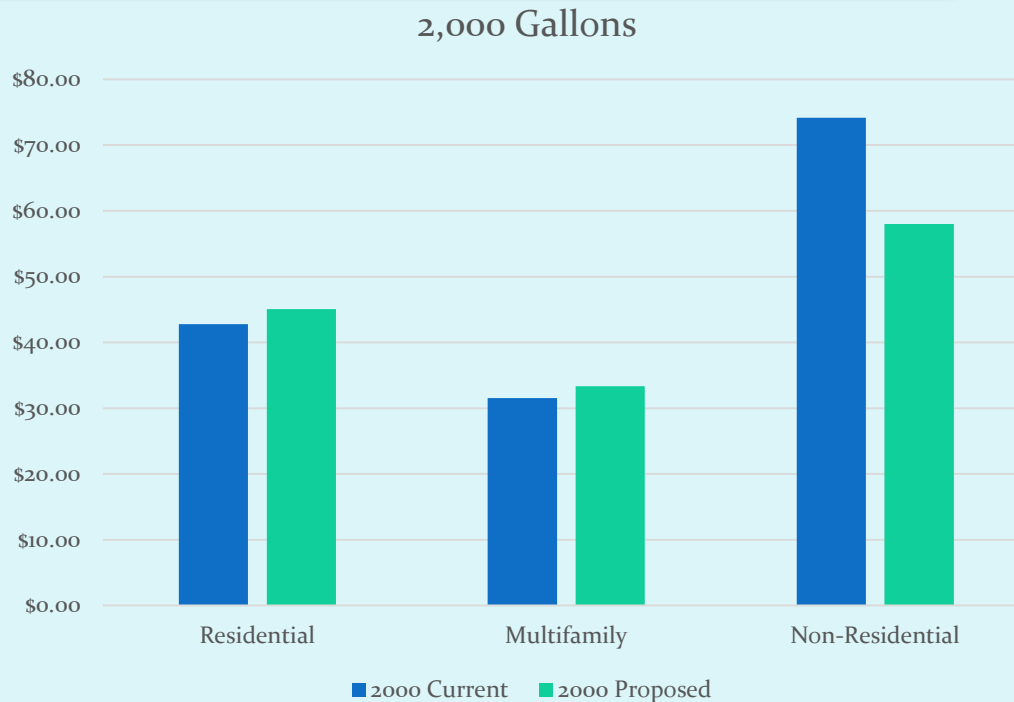
Rate Structure Changes

Total Water and Wastewater Bill Impact



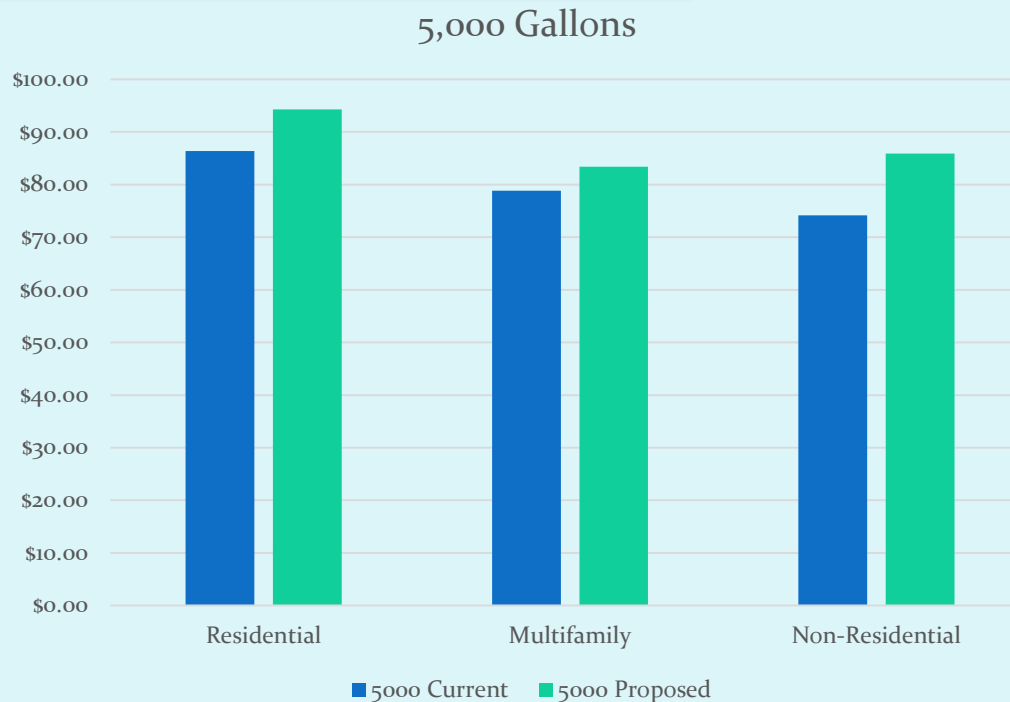
Rate Structure Changes

Total Water and Wastewater Bill Impact



Rate Structure Changes

Total Water and Wastewater Bill Impact



FY21 Recommendations

Rate Structure Changes

Remove Minimum Bill

Simplify Rate Structure Tiers

Designed to generate additional revenues

Water 5%

Wastewater 7%

Flowery Branch, Georgia FY21 Water and Wastewater Financial Plan Annual Update

Questions/Comments?