

MINUTES
SPECIAL COUNCIL MEETING
CITY OF NICEVILLE, FLORIDA
August 23, 2022

The Niceville City Council met in special session at 6:00 PM, August 23, 2022 in the Council Chambers, 208 N. Partin Drive. Mayor Henkel and all Council members except Councilwoman Alley and Councilman Nodjomian were physically present. Councilman Nodjomian attended by phone conference. Also present were: City Manager, Lannie Corbin; City Clerk, Dan Doucet; Steven Rausch, Finance Director and Deputy City Clerk; Chief Popwell, Chief of Police; Johnathan Laird, Public Works Director, and one citizen. Mayor Henkel called the meeting to order at 6:00PM.

PUBLIC HEARING

PRESENTATIONS:

- Lee Garner, City Manager, Sneads, FL

Mayor Henkel asked Mr. Garner to come forward. Mr. Garner greeted the Council and said May I ask Mr. Corbin to join me? As Mr. Corbin came forward, Mayor Henkel said Lee and I were down at the League of Cities conference, and he talked with me while we were there, and asked if he could come up and visit, and I said yes. So, here he is.

Mr. Garner said, Mayor and Council, as District 1 Director of the Florida City and County Manager's Association, more famously known as the FCCMA, I'm here on behalf of the Board of Directors tonight to present to Mr. Lannie Corbin, your City Manager, a recognition plaque for 50 years of exemplary leadership and professional local government management as City Manager of the City of Niceville. Congratulations, and thank you for your municipal service, on behalf of the Florida City and County Manager's Association. I understand I'm about a year late because you have actually been the City Manager for 51 years, said Mr. Garner.

Mayor Henkel asked, Mr. Corbin do you want to say anything? Mr. Corbin replied, I do not, but I will. Well, I remember August 2nd, 1971 I was appointed City Manager, and the item on the agenda for the meeting that night was to fire the volunteer Fire Chief. So, I went home that night, and I told my father, I don't know what I've got myself into here, but it's 51 years later and I'm still here. I hope that I have made a real impact on Niceville. We had the little place down off of John Sims Parkway. We had the Council Chambers that required we move stuff out of the way to have Council meetings. From there to here, it was not all L.L.C., it was a combination of very good Mayors, and very good City Councilman since that time. But, to be here, and to be recognized, especially by someone

from Sneads coming all the way here on behalf of the City Manager's association, kind of leaves you speechless. Mayor Henkel said, well thank you for all of your service!

Mayor Henkel said, Lee thank you for coming over and doing that. Mr. Garner said, yes sir, and maybe 50 years from now, I'll come back and we'll do it again.

Mayor Henkel said, Chad I think you're the presenter, is that correct? Mr. Morris said, that is correct. Mr. Corbin said, Johnathan, Chad, and myself, along with Dan Doucet went through every line-item, and Chad I think will do a good job presenting this budget tonight. Mayor Henkel said, I'm sure we'll have some questions on the overall budget tonight as we get to the end. Have the others called in tonight, asked Mayor Henkel? Councilman Nodjomian is on the phone, replied Mr. Morris. Councilman Nodjomian, thanks for hanging in there. Absolutely, Mayor Henkel, replied Councilman Nodjomian. Okay go ahead Mr. Morris, said Mayor Henkel.

Mr. Morris said, let's go through the Water and Sewer Budget first and then we'll talk about the rate proposal. We'll start on page 51 of the Budget Detail report, and page 31 of the Budget Information report. As we get started, I want to just mention a couple of things. Number one, before we get into the Water and Sewer Department, I had a phone call from someone at the County, just to give you a quick briefing on it. Evidently the County had received some grant funding from the State to do some work on College Boulevard that is primarily a multi-use path, along where we have been talking about putting a sidewalk. So, we're going to be meeting with them over the next couple of weeks, whenever they get their engineering and planning done. That was a very preliminary call and the first that we had heard about it, and she was just checking to see if we were interested in being involved in the process. Of course, we told her we were interested. My understanding is that it is a \$1.5 million award for whatever it is they're doing, and that the County is working on doing some matching to that \$1.5 million, but it hasn't been approved or finalized yet, said Mr. Morris. Councilman Schaeztle asked about the exact location. Mr. Morris provided some more details. Mayor Henkel said, that's awesome. That's a good news thing.

Mr. Morris said, I just want to also mention some of our Water and Sewer major assets. At the current time, we have 73 lift stations. Number 74 is going in. We have nine water wells. We have five tank locations and two booster stations. The total storage capacity of our storage tanks is 2,150,000 gallons. That's just some brief information so we know where we are at, said Mr. Morris.

Mr. Morris read the page numbers again and said, as we did last week, I'm going to try to hit just the large numbers, but I'm ready to answer any questions you may have about any of them. Mayor Henkel asked, on the first item there, under the current budget, the American Rescue Plan Act, we had the budget, and to date, we're actually up to \$2.8 million. You're projecting next year, \$1.3 million. Obviously, we're using quite a bit of that ARPA money. What was the \$2.8 million used for completely this year, asked Mayor Henkel? Mr. Laird said the Bypass Pump project was about \$1.3 million. Mayor Henkel

said, I guess the bottom line is that ARPA money can be used on a lot of stuff. We're planning on using a lot more this year. What was our cut of the ARPA and what's left, asked Mayor Henkel? Mr. Morris said, the first page is a revenue page. It's money coming in, not what's being spent. We had budgeted \$851,000. When we move to the expense page, and we're looking at the projects, I will try to give you a better answer on that, said Mr. Morris. It will be easier to go over the revenue if we're looking at the detail page, so we're going to go to page 51 on the Detail report.

**400 - WATER AND SEWER DEPARTMENT
(pp.51-59)**

The Water and Sewer Department has 25 full-time positions of which 7 were unfilled at the time this budget was prepared.

REVENUE (p. 51-53)

	FY22 -	\$13,174,660	FY23 -	\$17,651,270	33.98% Increase
Intergovernmental			Estimate:	\$1,356,000	(p. 51)
Charges for Services			Estimate:	\$9,248,590	(p. 51)
Miscellaneous			Estimate:	\$568,650	(pp. 51-52)
Other Financing Sources			Estimate:	\$6,478,030	(pp. 52-53)
			Total:	\$17,651,270	(p. 53)

We're budgeting to use \$1,356,000 of ARPA money in FY23. We are budgeting for water operating and sewer operating income totaling \$4,650,000 and \$4,550,000 respectively. That's a total of \$9,248,590 in the "Charges for Services" revenue category, said Mr. Morris. Under "Miscellaneous Revenue", there are quite a few line-items there that are interest. The reason these numbers are much higher this year than in previous years, is that we are expecting the interest rate to increase substantially. It's already gone up some and we anticipate it going up more. Steven Rausch calculated these numbers based on the balances in those accounts as well as the interest rate increases, said Mr. Morris.

Mr. Morris continued by covering the remaining revenue line-items on page 51 quickly and accurately. While briefing revenues on page 52, Mr. Morris explained the City had received some miscellaneous revenue from Okaloosa County in FY22 for some work a City employee had done on a County project. That is finished. He's back working for us full-time. We're not anticipating that happening again, said Mr. Morris.

Councilman Schaeztle said, if we do that, I think intergovernmental, county-wide is relationship-building. You said that they reimbursed salary. How about the other side of it, the taxes and pension, and everything like that, asked Councilman Schaeztle? Mr. Morris said, we calculated a loaded salary which includes the benefits and everything. I didn't do the calculation, so I can't guarantee 100 percent that it was, but I do know that calculation used a loaded salary. Thank you, said Councilman Schaeztle. Mr. Morris explained the rest of the minor revenue account budgeted items in the "Miscellaneous Revenue" category.

Mr. Morris next read the revenue line-items listed under the “Non-Revenue” category, including transfers from the impact fee accounts and bond construction fund accounts which would be used for funding water and sewer projects that met the restrictions on the use of those funds. Lastly, in the revenue section, Mr. Morris read page 53 where the Budget detail report showed there would be a \$697,530 draw on the Water and Sewer fund reserves. Are there any questions about revenue, asked Mr. Morris and then Mayor Henkel?

EXPENSES (pp. 54-59)

FY22 -	\$13,174,660	FY23 -	\$17,651,270	33.98% Increase
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Professional Services

Lab, Drug Testing, Engineering, UCMR 5 Sampling	\$200,000
Total:	\$200,000 (p. 54)

Repair Maintenance - Other:

Insert Valve (1 location) \$8,000 each	Estimated Cost:	\$8,000
New & Replacement Fire Hydrants (5/year) @ \$3,000 each	Estimated Cost:	\$15,000
Fire Hydrant Height Adjust & Repair (5 units @ \$400 each)	Estimated Cost:	\$2,000
Air Relief Valves to be Replaced (2 units @ \$3,500 each)	Estimated Cost:	\$7,000
Water Valve Location New Boxes (15 units @ \$200 each)	Estimated Cost:	\$3,000
Pump Motor Repair - Lift Stations & Wells	Estimated Cost:	\$80,000
Electrical Components Replacements (Lift Station)	Estimated Cost:	\$15,000
Pump Non-repairable Replacements	Estimated Cost:	\$100,000
Sewer Line & Manhole Relines - City-wide	Estimated Cost:	\$250,000
Water Main Relocation and adjustments	Estimated Cost:	\$64,000
Miscellaneous Emergency Repairs	Estimated Cost:	\$50,000
Total:		\$594,000 (p. 55)

Human Resources - RM Other	Estimated Cost:	\$60,000
	Total:	\$60,000 (p. 55)

Repair Maintenance - Contractual

Water Tank Maintenance contract	Estimated Cost:	\$115,800
Generator Maintenance Contract (minor preventive maint.)	Estimated Cost:	\$65,200
SCADA Maintenance (12 trips @ \$7,400 each)	Estimated Cost:	\$88,800
SCADA Repair (Emergency)	Estimated Cost:	\$15,000
Odor & Grease Control Service	Estimated Cost:	\$35,000
Work Squad 50% cost share	Estimated Cost:	\$30,000

Mr. Morris said, we will be on page 64 of the Budget Detail report. The salary line-items are listed there. Part of the City Manager’s salary comes out of the Water and Sewer department. Mr. Morris explained each of the salary expense budgeted accounts on page 54. Councilman Donahoo asked Mr. Morris, do all of these numbers include the 3 percent, across the board pay increase? Mr. Morris said, we recalculated with a 10 percent increase. Councilman Donahoo said, right 10 percent.

Councilman Schaeztle asked, your Safety Director was Mike Valenzuela? Mr. Morris replied, no the Safety Director was Don Ory. Mike Valenzuela was a Life Safety Inspector with the Fire Department, said Mr. Morris. Councilman Schaeztle asked, so Don Ory

retired, and who do we have now as our Safety Director? Mr. Morris replied, Scott Ward moved out of the Parks Department and is the Safety Director now.

Mr. Morris said, we reduced the expense budget for “Professional Services” because we are now incorporating design fees for our large projects into the project line-item expense account budgets, instead of having it all separated out. This is for the smaller things that do not have an individual expense line-item budget of their own. That also includes legal fees, drug tests, and things like that. I’m going to try not to cover every item, but if you have questions about any of them, please ask them, said Mr. Morris.

Moving on to page 55, gasoline and diesel fuel is budgeted at \$50,000 this year. Mr. Morris covered travel expenses, power for lift stations, power for water wells, and insurance. Down near the bottom, “Repair and Maintenance – Other” is budgeted at \$594,000, and if you refer to page 31 of the Budget Information report, toward the middle of the page, you’ll see the list of items that are included in that “Repair and Maintenance- Other” expense account. Mr. Morris spoke about some of the larger items listed there.

Mr. Morris said, moving on to the bottom of page 55 of the Budget Detail report, the last item is “Repair and Maintenance – Contractual”. And, the bottom of page 31 and the top of page 32 of the Budget Information report, reflect the items included in that category. Mr. Morris read the list of items to the Council. Are there any questions, asked Mr. Morris?

Councilman Schaetzle said, four to six years ago, we talked about the expansion of the 4,000 acres out there at Deer Moss Creek. We’ll probably be needing at least another well. So, I’m not sure if this would come in to this area of the budget, but I’d like it if someone could give us an update. Where are we on moving ahead with permitting, or lining up a drill for securing more water, asked Councilman Schaetzle? Mr. Morris replied, we are waiting on permission to put a well out on Eglin property, just North of by-pass Road. We’ve turned everything in. Evidently, it’s in San Antonio now, waiting on them to give us permission to move forward with that project, said Mr. Morris. More discussion about the details of the location and authorization for the well followed. You will notice, later in the budget, we have money budgeted to build that well, if Eglin gives us permission in FY23, said Mr. Morris.

Councilman Schaetzle asked, is there a feel for how long it is going to take to secure the U.S. government’s permission to go ahead with that well? Mr. Morris replied, we have not been able to get an idea of how long it will be, and some of our stuff has been waiting over a year now, and we’re going into the second year waiting on them to tell us it’s okay or tell us it’s not okay, so we can do something else. The preferred option is to build it on Eglin’s property. Mayor Henkel summarized, the bottom line is you have done everything you can. It’s now in the government’s hands, and you’re waiting on them. Mr. Morris said there is \$2.75 million in the budget to build the new well. That will show up later in the expense part of the budget too.

Bryan Pest Control	Estimated Cost:	\$2,000
CCR Report	Estimated Cost:	\$5,000
Lake Doctors Pond	Estimated Cost:	\$11,300
Equipment Maintenance	Estimated Cost:	\$3,500
	Total:	\$371,600 (p. 55)

TRAINING

Water Distribution Class, Backflow Certification Class, CDL Licenses, Temp Traffic Control Class, Other needed classes.	Estimated Cost:	\$7,000
	Total:	\$7,000 (p. 56)

NV REGIONAL SEWER EXPENSE

Estimated Cost:	\$1,750,000
Total:	\$1,750,000 (p. 56)

OPERATING/OFFICE SUPPLIES

Tools & Tool Replacement (For All Crews)	\$25,000	
Water Meter Locating Equipment x 100	\$2,000	
Lift Station Supplies: Gallons of Destroyer, Quicksan,	\$6,000	
Well Supplies (Chlorine Scales, Fluoride Scales, Fluoride Pumps, Water Testing Equipment -CL2 & PH).	\$20,000	
Other Operating/Office Supplies	\$247,000	
	Total:	\$300,000 (p. 56)

RECLAIM OPERATING

Strainer and Parts	Estimated Cost:	\$10,000
System Repairs Materials	Estimated Cost:	\$10,000
Algaecide Treatment	Estimated Cost:	\$6,000
Blower Vane & Filter Replacement	Estimated Cost:	\$500
Pond Maintenance	Estimated Cost:	\$15,000
Bryozoan Treatment	Estimated Cost:	\$3,000
Annual Pond Pump Station Preventive Maintenance	Estimated Cost:	\$7,000
Ground Testing	Estimated Cost:	\$14,000
Chlorine	Estimated Cost:	\$10,000
Computer program for Reuse and Backflows	Estimated Cost:	\$2,500
	Total:	\$78,000 (p. 56)

CROSS CONNECTION OPERATING

Backlogs, Boxes, Fittings	Estimated Cost:	\$50,000
	Total:	\$50,000 (p. 56)

DEBT SERVICE

WS Ref. Rev. Note, Series 2021 - Principal	Expense Amount:	\$1,123,330
O&M Equipment Lease Agreement - Principal	Expense Amount:	\$145,000
WS Ref. Rev. Note, Series 2021 - Interest	Expense Amount:	\$128,650
O&M Equipment Lease Agreement - Interest	Expense Amount:	\$2,570
	Total:	\$1,399,550 (p. 57)

Councilman Williams asked, how many more customers have we gotten in Niceville in the last year? Do you have that number? Mr. Morris replied, I do not have that number. Our engineers do projections, and I don't have those numbers with me right now. They have projected out over ten, twelve, and fifteen years. Councilman Williams said, these last couple of years have been unusually high. Mr. Morris agreed, yes. Mr. Doucet said we have roughly 9,500 utility customers. Mr. Morris said, and just a few years ago we had 7,500, so we've added a couple of thousand customers in the past few years. Councilman Williams said, plus the City Council has just approved a couple of large developments coming in. Mr. Morris said, the capital improvement plan, for the well, has been projected for completion in 2022 or 2023. More discussion followed.

Mr. Morris said, on page 56, the sewer operating expenses of \$1.75 million is the amount that we pay to the regional sewer plant for sewage treatment. That number came from Glenn Stephens and our engineers. He did the calculations and that was his estimate, said Mr. Morris. We have operating and office supplies budgeted at \$300,000. That is a combination of items they use at the Water and Sewer area and also in the Utility Billing area for office supplies and things like that. Plumbing fittings and water meters also come out of that expense line item. We've put a lot of consideration into what that number should be, because a lot of the prices have gone up. On the flip side of that, the availability is down, so we are not getting as many of them to restock our inventory right now, said Mr. Morris.

Are there any questions about the operating expenses, asked Mr. Morris? Councilman Williams asked, does every customer pay for the reclaim water? No, we are currently not charging anything for reclaim water, replied Mr. Morris. Any other questions, asked Mr. Morris? After a moment, Mayor Henkel replied, alright move on.

Moving on to "Debt Service", please flip to page 57, said Mr. Morris. This will be the second payment on a 10-year refinance. The next item is the \$145,000 final payment on the financing of water meters, when we replaced water meters 8 or 10 years ago. Mayor Henkel said, let me ask a quick question, going back to the debt refinancing. So, in the current budget, we had \$411,470, and in the requested budget, we're requesting \$1,123,330. Mr. Rausch explained, that had to do with the City Council choosing to realize the benefits of the refinancing all in the first year when the refinancing details were finalized. So, the refinancing savings from a reduced interest rate brought down only the first year's payment. Farther down, toward the bottom of the page, is where the interest payments for the same debt is budgeted, said Mr. Morris. Are there any questions about debt service? Not hearing any, we will move on to page 58.

Mr. Morris said, at the top of the page are the totals from the previous page. Under "Interfund Transfers", there is a total of \$300,000 being transferred from the Water and Sewer Fund to the General Fund (GF). Of that amount, \$100,000 is for Information Technology (IT) services, and the other \$200,000 is for administrative and other GF

BUILDINGS

Well #5-Replace Structure & Cover Booster Pump	Estimated Cost:	\$3,000
Well #10-Well Head Cover	Estimated Cost:	\$3,000
Well #1 and #4 - New Doors	Estimated Cost:	\$6,000
Chlorine Shed Roof	Estimated Cost:	\$4,000
	Total:	\$16,000 (p. 58)

IMPROVEMENTS OTHER THAN BUILDINGS

Replumb, Lid & Pumps - LS #20	Estimated Cost:	\$25,000
Replumb LS #56 - Ruckel Dr.	Estimated Cost:	\$25,000
LS#18 - Replumb, Lid & Pumps - Bayshore Dr.	Estimated Cost:	\$30,000
	Total:	\$80,000 (p. 58)

Equipment - Other

WELLS

Upgrade Chlorinator (1)	Estimated Cost:	\$6,000
	Subtotal:	\$6,000

LINE CREW & LIFT STATIONS

SCADA REPLACEMENT & UPGRADES (10)	Estimated Cost:	\$131,250
LIFT STATION CONTROL PANELS (3)	Estimated Cost:	\$30,000
Spare Radar Level Transmitter/Display Unit	Estimated Cost:	\$2,500
Replace Generator (Tower #2-Kilcullen Dr.)	Estimated Cost:	\$50,000
Generator (Well #10-College & Woodridge)	Estimated Cost:	\$97,000
Replace Generator (LS #55-Ruckel Dr.)	Estimated Cost:	\$42,000

Sewer Mixers (5) @ LS#38-Rockywood, LS#43-Fairwood, LS#48-Bahia Vista, LS#56-New Ruckel Dr., LS#61-Branch Hill Park)	Estimated Cost:	\$128,000
Odor Scrubbers @ LS#13-John Sims Pkwy, LS#30-City Yard)	Estimated Cost:	\$92,000
Dump Truck (FY22 Approved)	Estimated Cost:	\$200,000
Fork Lift (City Yard)	Estimated Cost:	\$50,000
Ford F350 (FY22 Approved)	Estimated Cost:	\$52,000
Ford F250	Estimated Cost:	\$43,000
Trailer for Large Excavator	Estimated Cost:	\$35,000
Push Camera System	Estimated Cost:	\$15,000
Miscellaneous Camera Equipment	Estimated Cost:	\$20,000
	Subtotal:	\$987,750

Equipment-Other Total: \$993,750 (p. 59)

WATER PROJECTS

Water Extension Projects & O&M Projects:

Edrehi WM Impr. (\$57.5k Water Ext., \$172.5k '12 Bonds)	Estimated Cost:	\$230,000
Miscellaneous Water System Improvements ('05 Bonds)	Estimated Cost:	\$150,000
	Total:	\$380,000 (p. 58)

services. At the bottom of the page, the “Capital Outlay” section of budgeted expenditures begins with “Buildings”. At the top of page 33 of the Budget Information report, are listed the four projects that are included in that \$16,000. Next, below that on page 33, “Improvements-Other Than Buildings” is budgeted at \$80,000. Then, we have \$380,000, at the very bottom of page 33, budgeted for “Water Extension” projects and “Operations and Maintenance (O&M)” projects. On page 34, there is \$50,000 for miscellaneous sewer projects that are budgeted under “Sewer Extension” projects, said Mr. Morris.

SEWER PROJECTS

Sewer extension Projects and O&M Projects:

MISC SEWER SYSTEM IMPROVEMENTS - JOBS THAT COME UP	Estimated Cost:	\$50,000
	Total:	\$50,000 (p. 58)

RE-USE/RECLAIM PROJECTS

Reclaim to Deer Moss (Sewer Ext. funded)	Estimated Cost:	\$1,200,000
Access Road to Eglin Re-use PS	Estimated Cost:	\$40,000
		\$1,240,000 (p. 59)

BY-PASS PUMPING MACHINES

LS #2-Evans St., #4-Lions Park, #13-Publix, #30-City Yard		\$450,000
	Total:	\$450,000 (p. 59)

CEDAR AVE - FORCE MAIN UPGRADES (Sewer Ext. funded) **\$2,075,000 (p. 59)**

EULA / ROSSCOMMON SEWER REROUTE **\$475,000 (p. 59)**

Water Well **\$2,750,000 (p. 59)**

Mr. Morris said, moving to page 59 of the Budget Detail report, you have “Reclaim System” capital expenses which are shown on page 34 of the Budget Information report. The combination of the next two are the first two items on page 59. The \$40,000 is for the road going out to the holding pond on Eglin Air Force Base, that we have just received permission from Eglin to use. We had requested that about the same time that we requested the well. We’re sort of hopeful that it is a little bit of a different situation there. We’re following some work that Okaloosa County had done there, which they had permitted. That gives us access to that pond if we have to pull the pump or anything like that, said Mr. Morris.

Mr. Morris said, the \$1.2 million on the next line is part of the project for taking reclaimed water out to Deer Moss Creek. That’s basically to buy some pipe for that project. That project is also waiting on permission from the United States Air Force, because we’re going to be going down the bypass road, and we’re going to need their permission for that. So,

that project is on hold waiting for their permission. Mayor Henkel asked, that's the \$1.2 million? Mr. Morris replied, yes.

Moving on to "Other Equipment", \$993,750; if you go back to page 33 of your Budget Information report, under the two sections labeled "Wells" and "Line Crew and Lift Stations", those items total up to the \$993,750. Mr. Morris covered the more expensive items listed on page 33 of the Budget Information report and explained why they were budgeted.

Mr. Morris said going back to the Budget Detail report, we have two more items budgeted there. One of them is \$450,000 for the bypass pumping project. That's the amount that we anticipate will be left to spend at the end of this fiscal year on this project. That's a \$1.3 million project that we started this year. There is a slim chance that it might be finished before the end of September 2022, but we're budgeting that in FY23 just in case it is not finished. Any project work that is accomplished and paid for this year will come off of that FY23 budgeted amount, said Mr. Morris.

Mr. Morris said, the final item is \$5,300,000. If you go back to page 34 on your Budget Information report, the last three projects there, the Cedar Avenue Force Main Upgrades, the Eula/Roscommon Sewer Reroute, and the Water Well projects all add up to that \$5,300,000 budgeted on page 59 of the Budget Detail report. Mr. Morris said, and that, Councilman Schaetzle is the well that we were talking about earlier. Mayor Henkel asked, are there any questions anybody?

Councilman Schaetzle asked, we're going to move on to the next department after the Water and Sewer Department, right? Mayor Henkel asked, anything on the Water and Sewer area? Councilman Schaetzle said yes; we talked about the Niceville-Valparaiso Water and Sewer plant, and that's what I would like some information on. So, we're budgeting for it because we're still using it and Valparaiso is still using it. What is the estimated timeframe for switching over to the County's plant, down in Fort Walton Beach, asked Councilman Schaetzle? And, also my second question would be, what about the re-use water that's coming back here? Councilman Schaetzle explained, if we're not charging right now for the re-use water, and we take all of the re-use water back, we're going to have to take a look at how we're not charging for it.

Mr. Morris replied, we were talking about that at our meeting today. Councilman Nodjomian said, I couldn't hear Councilman Schaetzle very well, but did he ask about when we were going to go from our plant to the Pritchard plant, because that's my question as well? Yes sir, it was, replied Councilman Schaetzle. Mr. Morris added, that was a part of it. His follow-up question was concerning the re-use, if we're going to be taking the re-use water back, when are we going to start charging for it? Okay, replied Councilman Nodjomian.

Mr. Morris said, we don't have a definite timeframe on moving to the new plant. There have been some discussions about that. We're in the process of discussing that. Mr. Morris asked, Mr. Corbin do you want to address that anymore? Mr. Corbin said, well we did give POLY, Inc. the go-ahead to design the lift station. That would move it from the plant to the force main going out toward the County. So, when that job is finished, then we'll be in a position to close that plant down, said Mr. Corbin.

Councilman Nodjomian said, if I recall, we also have the task that we also gave POLY, of doing a cost-benefit analysis as well. We know our cost. It's a subset of the information that just was presented, and it's in the many, many millions. So, that part of the equation is known. And, I think we know the part of the equation that if we were to pump our sewage to Fort Walton Beach, they have a rate that we'd be paying. So, we know that as well. So, where's that analysis that I have asked for at least a year and that I think others have asked for as well, asked Councilman Nodjomian? Mr. Morris replied, I believe that Mr. Glenn Stephens has done some of that work. I don't have a copy of that. Mr. Corbin said, he has not turned that information in yet. Councilman Nodjomian said, that would be influencing our decision as well. It's one thing to design a lift station and put a price tag against it, but if we know we're going to save half a million dollars per year or if we're going to pay half a million dollars more per year, those things will influence our decision of how quickly we move out of our current situation. So, I think that's right up there on the list of things that should get done sooner rather than later, said Councilman Nodjomian. Mr. Morris replied, I will follow up with Mr. Stephens and see what the status of that work is. Okay; thank you, replied Councilman Nodjomian.

Mr. Morris said, the second part, as far as the re-use water is concerned, which we discussed as well, is that we anticipate they will be planning to provide us with re-use water in the next fiscal year, not this one we are budgeting for now, but the following one. We were discussing, at that point there would be a need for some sort of pricing for re-use water. I know the engineers have worked on coming up with several different pricing options and different ways of doing things. Part of the problem with trying to charge for it in the past has been the quality of the water, and there have been a lot of complaints about that.

We have the strainers in place now at the pond, where the water comes out. We also have a chlorination station in place that is treating that re-use water in place as it is going down line, so we're hoping that has been taken care of. We haven't had many complaints. Mr. Laird said, we've only had Front Porch Circle this year, and Canopy Cove in Swift Creek. Mr. Morris said, we have also implemented a circulation flushing program, which the engineers put together for us, to keep the re-use water moving in the lines out there, which we believe was part of the problem, that it was stagnant for too long out there. Charging for re-use water will be coming back to the Council fairly soon. I don't know when Mr. Corbin is going to want to bring it up. Based on our conversations, it's becoming important, because they will be starting to charge us. When the County can supply water to us, they're going to charge us for it, said Mr. Morris. Did that answer your question? Councilman

Schaetzle replied, yes; we’ll look for something in FY23 that will affect FY24. Okay, replied Mr. Morris.

Mr. Morris asked, does anybody else have any other questions about the Water and Sewer budget? I hear none, so let’s move forward, replied Mayor Henkel. Mr. Morris said, the next thing on the agenda is the Water and Sewer Rate proposal. I believe you have a package that is labeled “Water and Sewer Rate Proposal – FY2023”. I’m going to make it a point to not read this whole document, said Mr. Morris. Mr. Glenn Stephens and Mr. Michael Evans, our engineers, are recommending a 2.5 percent rate increase for both water and sewer rates, for FY23. They will be here on September 8th, at our first public budget hearing to brief the Council on that. If we have any questions on the investments, you’re going to be covering that, Mr. Morris asked Mr. Rausch? Yes sir, replied Mr. Rausch.

**PROPOSED CHANGES FOR FY 2023
WATER RATE INCREASE**

We recommend our water rates be changed as follows:

<u>TIER</u>	<u>PRESENT RATE</u>	<u>NEW RATE</u>
Base Rate	\$12.31 Per Month	\$12.62 Per Month
First 2,000	\$2.12 Per 1,000 Gallons	\$2.17 Per 1,000 Gallons
2,001 – 8,000 Gallons	\$2.78 Per 1,000 Gallons	\$2.85 Per 1,000 Gallons
8,001 – 12,000 Gallons	\$3.57 Per 1,000 Gallons	\$3.66 Per 1,000 Gallons
12,001 – 20,000 Gallons	\$4.47 Per 1,000 Gallons	\$4.58 Per 1,000 Gallons
20,001 – 25,000 Gallons	\$5.48 Per 1,000 Gallons	\$5.62 Per 1,000 Gallons
All Over 25,000 Gallons	\$5.61 Per 1,000 Gallons	\$5.75 Per 1,000 Gallons

4,000 GALLON PER MONTH CUSTOMER WOULD INCREASE \$0.55 PER MONTH

$$\begin{aligned}
 \$12.62 - \$12.31 &= \$0.31 \\
 2 \times (\$2.17 - \$2.12) &= \$0.10 \\
 2 \times (\$2.85 - \$2.78) &= \underline{\$0.14} \\
 &= \$0.55 \text{ INCREASE}
 \end{aligned}$$

6,000 GALLON PER MONTH CUSTOMER WOULD INCREASE \$0.69 PER MONTH

$$\begin{aligned}
 \$12.62 - \$12.31 &= \$0.31 \\
 2 \times (\$2.17 - \$2.12) &= \$0.10 \\
 4 \times (\$2.85 - \$2.78) &= \underline{\$0.28} \\
 &= \$0.69 \text{ INCREASE}
 \end{aligned}$$

Mr. Morris said, page 2 has information on the proposed water rate increases. Toward the middle of the page, a 4,000 gallon per month customer would see a 55 cents increase in their water rate on their water bill. Our engineers tell us our average customer uses 6,000 gallons per month, based on the water usage reports which they use. For a 6,000 gallon-per-month customer, they would see a 69-cent increase in their water rates.

On page 3 are the proposed sewer rate increases for FY23, said Mr. Morris. For the 4,000 gallon per month customer, that would be an 88 cent per month increase in their bill. For a 6,000 gallon per month customer, the average customer would see a \$1.04-per-month increase in their bill, said Mr. Morris. There's other information included in this document. If you have questions about it, we can try to answer them. A lot of this document was put together by the engineers.

**PROPOSED CHANGES FOR FY 2023
SEWER RATE INCREASE**

We recommend our sewer rates be changed as follows:

The base rate be increased from \$22.56 per month to \$23.12 per month

The per 1,000 gallon cost be increased from \$3.15 to \$3.23

Residential Customers not-to-exceed 16,000 per unit

No cap on commercial customers

4,000 GALLON PER MONTH CUSTOMER WOULD INCREASE \$0.88 PER MONTH

$$\begin{array}{rcl} \$23.12 - \$22.56 & = & \$0.56 \\ 4 \times (\$3.23 - \$3.15) & = & \underline{\$0.32} \\ & & \$0.88 \text{ INCREASE} \end{array}$$

6,000 GALLON PER MONTH CUSTOMER WOULD INCREASE \$1.04 PER MONTH

$$\begin{array}{rcl} \$23.12 - \$22.56 & = & \$0.56 \\ 6 \times (\$3.23 - \$3.15) & = & \underline{\$0.48} \\ & & \$1.04 \text{ INCREASE} \end{array}$$

Mr. Morris continued reviewing the highlights of the Water and Sewer Rate Proposal, covering comparisons between current and FY23 rates on pages 4, reviewing charts showing how Niceville's proposed FY23 rates compare favorably to a 13-utility average, and explaining the charts on pages 5 and 6 of the proposal document, as shown below.

This is a \$1.73 increase (total for water and sewer) per month:

<u>Current Combined Rates</u>	<u>Proposed Combined Rates</u>
\$27.67 (CURRENT WATER)	\$28.36 (PROPOSED WATER) 2.5% INCREASE
\$41.46 (CURRENT SEWER)	\$42.50 (PROPOSED SEWER) 2.5% INCREASE
\$69.13 TOTAL	\$70.86 TOTAL
\$0.69 (Water Increase)	
\$1.04 (Sewer Increase)	
\$1.73 Total Proposed Increase	

**WATER & SEWER RATE COMPARISON CHART
FOR SURROUNDING UTILITIES**

The enclosed chart shows proposed rates for FY 2023 (as of August 22, 2022), along with corresponding rates from 13 surrounding utilities for comparison.

Niceville’s proposed combined rates are \$6.34 per month (8.95%) lower than the 13 utility average rate for a 6,000 gallon customer, and \$4.29 per month (7.31%) lower than the 13 utility average rate for a 4,000 gallon customer.

We have our tiered rates in effect that discourage high volume use. This method along with water restrictions (during extremely dry periods) help us to meet our permitted levels imposed by the Water Management District.

**TABLE 11
WATER & SEWER BILL COMPARISON
FOR SURROUNDING UTILITIES
(AVERAGE MONTHLY BILL)**

UTILITY	WATER	SEWER	TOTAL
CRESTVIEW	\$18.55	\$41.04	\$59.59
DESTIN WATER USERS	\$29.30	\$41.46	\$70.76
FL COMM SERVICES CO	\$23.02	\$40.20	\$63.22
FT. WALTON BEACH	\$26.47	\$62.06	\$88.53
GULF BREEZE	\$34.45	\$45.54	\$79.99
HOLLY-NAVARRE	\$30.79	\$50.57	\$81.36
MARY ESTHER	\$37.27	\$39.83	\$77.10
OKALOOSA COUNTY	\$30.93	\$49.54	\$80.47
PANAMA CITY	\$30.64	\$64.30	\$94.94
PANAMA CITY BEACH	\$27.45	\$30.35	\$57.80
PENASCOLA	\$29.72	\$48.28	\$78.00
PENSACOLA BEACH	\$34.08	\$50.65	\$84.73
S WALTON UTILITY	\$27.26	\$59.89	\$87.15
UTILITIES AVERAGE (13)	\$29.23	\$47.98	\$77.20
NICEVILLE (PROPOSED)	\$28.36	\$42.50	\$70.86

TABLE 11
WATER & SEWER BILL COMPARISON
FOR SURROUNDING UTILITIES
(AVERAGE MONTHLY BILL)

UTILITY	WATER	SEWER	TOTAL
CRESTVIEW	\$14.24	\$29.80	\$44.04
DESTIN WATER USERS	\$23.62	\$37.34	\$60.96
FL COMM SERVICES CO	\$23.02	\$40.20	\$63.22
FT. WALTON BEACH	\$18.73	\$44.78	\$63.51
GULF BREEZE	\$26.52	\$35.36	\$61.88
HOLLY-NAVARRE	\$22.19	\$42.45	\$64.64
MARY ESTHER	\$26.97	\$38.88	\$65.85
OKALOOSA COUNTY	\$23.35	\$40.71	\$64.06
PANAMA CITY	\$29.73	\$44.18	\$73.91
PANAMA CITY BEACH	\$20.78	\$24.26	\$45.04
PENASCOLA	\$24.35	\$47.88	\$72.23
PENSACOLA BEACH	\$26.44	\$41.73	\$68.17
S WALTON UTILITY	\$23.00	\$48.36	\$71.36
UTILITIES AVERAGE (13)	\$23.30	\$39.69	\$62.99
NICEVILLE (PROPOSED)	\$22.66	\$36.04	\$58.70

After reviewing the comparison charts show above, Mr. Morris covered the “Debt Service Coverage” analysis on pages 5 to 7 of the engineer’s Water and Sewer Rate Proposal. Pages 8 through 12 are the analysis worksheet the engineers put together. Mr. Morris said, we are required to have a 1.15 coverage rate, representing 115 percent coverage.

We are required by our debt covenants to have debt coverage of at least 1.15, said Mr. Morris. The 1.01 FY23 coverage is not enough, so if you turn to pages 13 and 14, this is showing the same growth, with the 2.5 percent rate increase. If you look at the next to bottom line, the “Total Debt Service Coverage” in the first column is 1.16, which is obviously above 1.15, which means we meet the coverage requirement, said Mr. Morris. Are there any questions about this document?

Councilman Williams asked, is this all included with the 9,500 customers? Mr. Morris replied, that is including growth that our engineers have projected, not just our current customers, but what they are projecting through the year. The 2.5 percent rate increase puts us at the 1.16 rate coverage rate, which put us in legal compliance.

Councilman Schaetzle said, on page 14, at the bottom, I see what you’re saying about the 1.15. With a 2.5 percent increase in water and sewer rates, it will give us 1.16, which is above our required 1.15. Looking at FY24, FY25, FY26, and FY27, you’re projecting an increase in those years also, from what I can see. You’re going to have increases of 2.6

percent in FY24, 2.8 percent in FY25 and FY26, and finally in FY27, the increase is back down to 0.6 percent. What's happening, asked Councilman Nodjomian? Mr. Morris said that is what's happening. Our engineers do these calculations, but they are basing that on projected expenses and revenues that are coming in. That's based on our growth. If we had substantially higher growth than what they are projecting, then we would be able to look at lower rates. There may be some budget adjustments that can be made that might affect this. Every year the numbers are different than what was projected the previous year. But that is currently what we're looking at, said Mr. Morris. These coverage rates are based on operational expenses or capital projects we are funding from operating revenue, and are not affected by using water or sewer extension money on capital projects, said Mr. Morris.

Councilman Donahoo asked for how long POLY, Inc. has been doing our City's debt coverage projections and rate proposals? More than 20 years, replied Mr. Morris. Mr. Doucet said, probably 30 years. Councilman Donahoo asked, have they normally been right on target? Mr. Morris said fairly close. There's a margin of error with any calculation. I haven't looked at the numbers to see exactly how close they are.

Mr. Corbin said, obviously we are not going to approve water and sewer rate increases tonight. Can I have permission to go ahead and advertise this for our next meeting? We're going to have to advertise these rate increases. Mayor Henkel asked, do I have a motion to advertise a 2.5 percent rate increase for both water and sewer rates? Councilman Donahoo motioned approval to advertise.

Mr. Doucet said, excuse me. I sent out a document in an email. Other than just water and sewer, we're going to have a rate increase for tipping fees, and we have to advertise our budget ordinance and our millage rate. It's all in the email and you probably saw it. So, all of those have to be advertised for the September 8th meeting, said Mr. Doucet. Mayor Henkel said, right now we'll focus on the water and sewer rate increases only. Do I have a second? Councilman Schaetzle seconded the motion.

Councilman Schaetzle asked, if I heard you correctly Mr. Doucet, you said we don't need to do this right now, because it's all going to be rolled up in another ordinance? Mr. Doucet's microphone malfunctioned. While it was being repaired on the spot, Mayor Henkel said, for Councilman Nodjomian, what you didn't hear, and I will make this assumption since you passed this out, is that instead of doing a motion for an increase on the sewer and water rates, there's a bunch of them that they need to advertise, so we may need to withdraw that motion and wait to here the rest of this. Then we'll decide what we need to do. Councilman Schaetzle withdrew the second and Councilman Donahoo withdrew his motion.

Mayor Henkel asked Mr. Doucet, are you ready? Mr. Doucet said, the first item is our water and sewer rate increases. The second item you're going to advertise will be a Resolution 22-09-01. Resolution 22-09-02 will be for the sewer rate increase we just talked

about. Resolution 22-09-03 will be amending the commercial sanitation tipping fee resolution. Resolution 22-09-04 will amend the residential sanitation tipping fee resolution. Resolution 22-09-05 will amend the residential recycling processing fee resolution. We're also going to advertise our ad valorem ordinance with Ordinance No. 22-09-03 and our budget ordinance with Ordinance 22-09-04. So, we really don't need a motion. If there are no objections, all I need to do is advertise them. It doesn't require a motion. That's what we've done in the past. If you want to do one, that's fine. We have to advertise a couple weeks before the meeting. So, tomorrow is it. They'll be read at our tentative budget hearing on September 8th.

Mayor Henkel asked, do you have to state what percentage you're going to ask for with the millage rate? Mr. Doucet said, actually in the advertisement you don't show that in there. It will be in the ordinance. So, we have to have a final decision. Are we going to stay with 4.0000 mills or are we going to roll it back? When we have the tentative hearing, it will show the rollback rate and the millage rate. But we haven't made that decision, right, asked Mr. Doucet? Right, said Mr. Morris, and we have to have that information before September 8th. It does not have to be in the advertisement. Mr. Doucet added, just the titles.

Mayor Henkel said, alright you heard what they said. So, unless someone is hard over that we do a motion to approve that, I think they are asking for permission in general to advertise. Councilman Nodjomian said, I have no objection. Mayor Henkel asked, does anyone else have an objection? Mayor Henkel said, you have the Council's permission to advertise.

Mr. Morris said, that finishes up what we had scheduled. If you all have questions on anything, I may be prepared to answer the questions. I may have to get back with you. We do have another meeting on Thursday, said Mr. Morris. That one will be strictly on the "Aid to Organizations", and I know that there will be at least three of us not present on Thursday, said Mayor Henkel.

Councilman Schaetzle asked Mayor Henkel, can I start off with the questions? Yes, said Mayor Henkel. Last time we met, which was last Thursday, you had prepared some statistics per Councilwoman Alley's request, to show what it would look like if you had a 10 percent wage/salary increase in the budget. You brought that forward and you said what it was. I don't remember how many thousands of dollars it was, but can you refresh our memory Mr. Rausch on what that was, the difference between the 3 percent in the budget and the 10 percent? Mr. Rausch said, yes sir. I do remember we were talking about it being a little over a million dollars, but I don't have the precise number of what the cost of the pay rate increase was, from 3 percent to 10 percent. A lengthy discussion followed about the amount to be budgeted for pay rate increases and the City's process for decisions about the distribution of the funds budgeted toward a pay rate increase among employees.

Councilman Williams said I think the City has created a culture where you are basically hiring these folks. You're preparing them. You're certifying them. And, then you're losing them to other municipalities. It's a tough situation. It's a big loss. You can't just put a warm body in there. These folks are well-trained to do their job and I feel like they need to be compensated as such. That's just my take on it, said Councilman Williams.

Mr. Corbin said, if you're talking about Public Works, I think we've lost one or two people in this past year. In the Fire Department and the Police Department, that's a lot more competitive. Chief Popwell, how many have we lost this past year? Chief Popwell replied, about four. Councilman Donahoo asked, what was the reason we lost them Chief? Chief Popwell replied, some of them went to higher-paying jobs. A couple of them were over disciplinary actions. Mr. Corbin and I have worked on this. We're seven bodies short right now. The boss has been very generous. But, you are correct. The bottom line is supply and demand. Officer's are high in demand. Everybody is trying to hire officers. So, it does affect our budget, said Chief Popwell.

Mr. Corbin said, in the Police and Fire Departments, I think we have two applications in, and I don't think it's the salary as much as it is that people out there are just not wanting to work right now. We're having trouble filling those jobs right now. How many are we short in Public Works, asked Mr. Corbin? Fifteen, replied Mr. Laird. Mr. Corbin said, there's just no way of solving it with money. You can help, obviously. But, right now we're in a situation where there are not as many people looking for work as there has been, said Mr. Corbin.

Mayor Henkel said, let me just add to what Councilman Williams is talking about as well. You're right. There are a lot of folks out there that don't care to work or are not really looking for work, but those that we do have, we want to hang on to. So, we need to make sure that we are providing competitive salaries for those people because we don't want to lose them. They are already working, and if they know that they can go someplace else and work and make a lot more money, they will. So, let's make sure we take care of our people, and we keep them and not lose them.

Mr. Doucet said, I don't want to step out of line, but to me in terms of cost of living, regardless of who they are, if they are good employees, they may not be the best, but they have the same expenses as everybody else has. So, to me, if you're not going to do 10 percent, and you leave it at 3 percent, that's your decision. But, I think why not do a bonus of 9 percent, because that's where the inflation rate is at? It's one year. Now, the City Manager may not agree. But, just to roll it back to 3 percent, when they're faced with a 9 percent inflation rate, I don't think is right. So, it's a one-time shot, but the economy may improve next year. You could do it on a yearly basis, said Mr. Doucet.

Councilman Schaeztle said, I'm not suggesting we roll it back to 3 percent for budget purposes. I'm just saying what the City Manager in Fort Walton Beach said. The budget

does include a 3 percent cost of living increase, across the board. I'm glad we have the money in the budget so Mr. Corbin and his department managers can compensate accordingly. That point I see, and I agree with that. But, from my standpoint, I don't want to say everyone get's a 10 percent, across the board increase either. It should be up to you, said Councilman Schaetzle. Mayor Henkel said, I think that point was clarified. It wasn't 10 percent across the board. It was a 10 percent increase for salaries. Mr. Morris said, correct. That has been our intention. Mayor Henkel said, right. And, then that would be distributed how the City Manager and the department Directors decide. And, I want to make the point that those that are working, we don't want to lose. So, let's make sure the salaries are competitive, said Mayor Henkel.

Chief Popwell said, Councilman Schaetzle if I can help you out, the City of Fort Walton Beach is getting a 5 percent cost of living increase, and an 8 percent pay raise. So, basically their starting salary is going to be \$45,628 for a new employee. Mayor Henkel asked, is that for police only? Yes sir, just police, said Chief Popwell. Councilman Donahoo asked, what's our starting salary? Chief Popwell replied, right now it's \$19.03 per hour which is about \$42,300 for a new employee. Further discussion of police department pay continued.

Councilman Schaetzle asked, is there anything in the American Rescue Plan Act (ARPA) that can be used as a hiring bonus, or as compensation for a salary for a year, to adjust for inflation? Mr. Morris replied, the ARPA allows for premium pay. We have taken advantage of that. We're reporting some of the money for raises this current year too. In the budget we're working on, part of the ARPA money we are budgeting in the General Fund is for Police and Fire Department salaries. So, we are using some of that money as a revenue source, said Mr. Morris. Mr. Corbin said, I think we're using the rest of that money this year. Mr. Morris said, right and we're also doing water and sewer projects with that money too.

Councilman Schaetzle said, last year, I believe we had in the FY22 budget, a certain amount of money set aside for an Assistant City Manager. Obviously, we didn't hire an Assistant City Manager. We didn't even advertise for an Assistant City Manager. I think the amount was about \$60,000. So, what are we doing about that this year, asked Councilman Schaetzle? Mr. Morris said, I'm thinking that you may be remembering the CRA Manager, and not an Assistant City Manager, asked Mr. Morris? I don't remember any money in the budget for that, although I wasn't as involved with it last year. I don't think we budgeted anything for an Assistant City Manager. Mr. Corbin said, we did not. Councilman Schaetzle said, if we did not, should we do it this year? A discussion followed about the possibility of budgeting funds for the position of Assistant City Manager, and the topic of long-term succession planning for the eventual transition in the City Manager position.

Councilman Schaetzle said at least from my standpoint, I would like to see the position of Assistant City Manager in the budget. Whether we take action, this month, next month, or next quarter, to discuss hiring an Assistant City Manager, can be a further discussion down

the road. But, at least we would have the money in the budget. Is that something you want to make a motion on, for me to include that in this year's budget, asked Mr. Corbin? Do we have to make that decision tonight, asked Councilman Schaetzle? No, replied Mr. Corbin. A decision like this should include the full Council, said Councilman Schaetzle. A discussion followed about which future Council meeting the topic might be discussed further.

Mayor Henkel asked Mr. Doucet, is next Tuesday a backup date? Next Tuesday would be August 30th, replied Mayor Henkel. We'll be glad to do that, replied Mr. Corbin. Mayor Henkel said, so you'll set a meeting up. We can use that backup date, at 6 p.m. to discuss that further. Okay; that sounds good, replied Mr. Corbin. Mayor Henkel asked the Council, are you good with that? The Council all responded affirmatively. Let's do that Mr. Doucet. Let's schedule August 30th to have some of those discussions, said Mayor Henkel. Mr. Doucet said, we've already advertised that date in case it was needed. That's all I have Mayor, said Councilman Schaetzle.

Does anyone in the audience have anything, asked Mayor Henkel. Mr. Rausch said, thank you Mayor and asked if the position to be discussed would be an Assistant City Manager or Assistant to the City Manager position? There was a discussion about the differences. Councilman Schaetzle said I think the Assistant City Manager would probably be more appropriate. Mayor Henkel said, we have the 30th when we can discuss all of that. Does anyone else have anything?

The meeting adjourned at 7:26 p.m.

MAYOR

ATTEST

CITY CLERK

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