MINUTES OF JOINT WORKSHOP MEETING

August 20, 2015

MONTGOMERY CITY COUNCIL and PLANNING AND ZONING COMMISSION

CALL TO ORDER

Mayor Pro Tem Kirk Jones declared a quorum was present, and called the meeting to order at 6:10 p.m.

Present:	Kirk Jones	Mayor
	John Champagne	Position # 2
	Dave McCorquodale	Position # 5
	Nelson Cox	Planning and Zoning Commission Member
	Harriette Cummings	Planning and Zoning Commission Member
Absent:	Jon Bickford	Position # 1
	T.J. Wilkerson	Position # 3
	Rebecca Huss	Position # 4
	Sonya Clover	Planning and Zoning Commission Chair
	William Simpson	Planning and Zoning Commission Member
Also Present:	Jack Yates	City Administrator
	Ed Shackleford	City Engineer
	Glynn Fleming	Associate Engineer

JOINT WORKSHOP:

1. Discussion by City Council and the Planning and Zoning Commission regarding variance requests and platting procedures, and possible changes.

   Mr. Shackleford presented the information and discussed the following items detailed in their presentation materials for the Workshop:

   - Development Updates:
     Mr. Fleming reviewed current and proposed development, with revised acreages and updated capacity, as detailed in the presentation materials. Mr. Fleming advised that he had included institutional connections. Mr. Shackleford said that the City is permitted for 400,000 gallons at the Sewer Plant. The property is sized for at least another 400,000 gallons.

   - Minimum Lot Size Variances:
     Mr. Shackleford said that they have reviewed a number of variances from the developer or their representative to reduce the minimum lot size from 9,000 square feet to a lesser amount. The City's ordinance allows variances, but does not offer much guidance in

managing the process. Mr. Shackleford said that he could bring in an expert to discuss the information and criteria.

After discussion, there were some recommendations, as follows:

- Staff to meet with developers to review sketch drawings and their needs;
- City Engineer to obtain more information and options regarding minimum lot size variances; and
- Extend period of time for submittal of plat and review from 10 days to 21 days in advance of the Planning and Zoning Commission meeting.

Rebecca Huss arrived at 6:55 p.m.

- Potential Plat Process

  Mr. Shackleford reviewed the City's current plat process and a proposed alternate scenario. Mr. Shackleford advised that the proposed alternative would place the burden on the developer to construct the public infrastructure prior to the Planning and Zoning Commission and City Council approving the final plat. Mr. Shackleford said that he was suggesting listing both options in the ordinance, allowing the developer to make a choice.

  Mr. Shackleford said that since everyone was okay with the information, he would get with the City Attorney and City Administrator to put together the revisions for the ordinance.

- Sidewalk Criteria

  Mr. Shackleford reviewed his presentation on design criteria for sidewalks within new subdivisions, both residential and commercial. Mr. Shackleford asked that everyone review the proposed information. Mr. Shackleford said that he was ready to tackle the ordinance and proposed changes.

  Mr. Shackleford said that at some future meeting they will need to take action on these items.

Mayor Jones called for a recess at 7:45 p.m. to conduct the City Council Public Hearing regarding taxes.

Mayor Jones reconvened the Workshop Meeting at 7:56 p.m.

WORKSHOP:

2. Update status of development connections and Wastewater Treatment Plant available capacity by the City Engineer.
3. Presentation and discussion of the Water and Sewer Rate Study Analysis by the City Engineer.
4. Presentation and discussion of the GRP Costs Analysis by the City Engineer
5. Presentation and discussion of Design Criteria for Sidewalks by the City Engineer.

Mr. Fleming advised that the areas of real concern was trying to establish a true baseline on where they are on the utility structure. Mr. Fleming reviewed the City's historical usage from 2006 through current year from the presented documentation. Past rates did not take into consideration depreciation of the system. Mr. Fleming said that the Auditors Report last year showed a short fall of the water and sewer rates of $93,000.

Mr. Fleming presented the 2015 Rate Analysis for water and sewer. Mr. Fleming reviewed institutional customers, which includes the schools, facility buildings, apartments and the senior living facility.

During the presentation and discussion of the City of Montgomery 2015 Water and Sewer Rate Analysis by Mr. Fleming and Mr. Shackleford, the following items were noted:

- Institutional Sewer Rate – existing rates - losing (1,122.38) monthly, rate needs adjustment.
- In City Residential Sewer Rate – existing rates - losing (41.06) on the average customer each month, rate needs adjustment.
- Groundwater Plan Rate – existing rate - In City Residential Customer deficit of (1.31) rate needs adjustment.
- Groundwater Plan Rate – existing rate - Institutional Customer deficit of (30.85) rate needs adjustment.

Mayor Jones said that it might be worth their while to call around to all the small cities and get their rates, at least for residential and commercial, as had been done in the past by Bill Kotlan. While it might not be apples to apples, it could provide some information.

John Champagne asked Mr. Shackleford to give a snapshot of the status of the City's water/sewer situation during the August 25, 2015 Council Meeting.

Mr. Shackleford said that the institutional customers, which includes the schools, will need to be notified so that they can budget for the increase. Mayor Jones said they might be able to come up with a tiered plan to gradually increase the rates.

Rebecca Huss said that it might be good for Mr. Yates to meet with Ms. Mc Washington with the Courier. Mr. Yates advised he will prepare a press release regarding the GRP Rate and Institutional Sewer Rates.

Mr. Yates advised that there would be three items for the September 8, 2015 meeting, which include the GRP rate, Institutional Rate and In City Residential Rates. Mr. Shackleford said that the In City Residential Rate information will take some public education. Rebecca Huss recommended putting the GRP information in the water and sewer bill. Mr. Shackleford said that a Town Hall Meeting could be held to go through the information, along with press releases and information in the bills.

John Champagne asked about the SJRA. He said that the City might want to do a comparison of their costs to see what if would cost to go with SJRA. Mr. Shackleford said it would not take much to complete that information.

Mr. Shackleford asked if Council felt that there was anything that they did not provide in the information. John Champagne said he had stated his request for the SJRA information. Rebecca Huss said that she would like to have more information on expectations for 2017 if the City is not part of the Montgomery UD#3 and #4 and they have to manage their own GRP, including the cost.

Rebecca Huss said, that as always, she appreciated the amount of detail that Mr. Fleming and Mr. Shackleford provide, and they are actual numbers instead of wishful thinking numbers, and the honesty of the information. Mayor Jones said that he too appreciated detail.

A copy of the City of Montgomery 2015 Water and Sewer Rate Analysis and Joint Workshop documents prepared by Jones and Carter are attached as Exhibit "A."

ADJOURNMENT

Mayor Jones adjourned the meeting at 9:22 p.m.

Submitted by: Susan Hensley Date Approved: 09/22/15
Susan Hensley, City Secretary

Kirk Jones
Mayor Kirk Jones

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