MINUTES
City Council Public Works & Utilities Committee

Wednesday, March 6, 2024 – 12:30 PM
City Council Chambers

Members Present:	Mac Morrow, Chair, Council Member Lauren Wise, Vice-Chair, Council Member Owen Carson, Citizen Member
Staff Present:	Wilson Hooper, City Manager Wesley Shook, Acting Public Works Director Dennis Richardson, Water Treatment Plant Supervisor Emory Owen, Wastewater Treatment Plant Supervisor Aaron Winans, WWTP Staff Alex Shepherd, Assistant to the City Manager
Guests:	Bryan Wright, AECOM, Harvey Sankey Tom Vollmar, David Depratter, and Matt Broderick of KCI Corbin Jenkins, Tony Reid, Jof Mehaffey, Kate Dotten-Holder, Kevin Laird, and Steve Cawood of GMC Engineering Jonathan Lapsley, Glendon Fetterolf, and John Brinkley of CDM Smith MC Chen, Jimmy Holland, Zachary Trammel, and Michael Whittenburg of McKim and Creed

A. Welcome and Call to Order

Committee Chair Mac Morrow called the meeting to order at 12:31 pm.

B. Certification of Quorum

Assistant to the City Manager Alex Shepherd certified that a quorum was present.

C. Approval of Agenda

Motion by Mr. Wise, seconded by Mr. Carson to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes

1. February 7, 2024 Meeting

Motion by Mr. Carson, seconded by Mr. Wise to approve the minutes of the February 7, 2024 meeting as presented. The motion carried unanimously.

E. WWTP Engineering Firm Interviews

The City of Brevard posted a Request for Qualifications (RFQ) on its website in December 2023, seeking submissions for engineering services related to the expansion, improvements, or replacement of their Wastewater Treatment Plant. A pre-qualification meeting was convened on January 8, 2024, and to be considered, qualification packages were required to be submitted by February 6, 2024, at 2 p.m. local time. City Manager Wilson Hooper extended invitations to four engineering firms to meet with the committee and discuss potential services for the project. Representatives from each firm delivered presentations outlining their qualifications and experience, and subsequently responded to inquiries from committee members.

Copies of their presentations are on file with the City Clerk.

F. Public Comment

Mr. Sankey remarked that the committee faces a daunting task in selecting an engineering firm. He noted that the presentations did not address the inflow pipes and questioned whether this aspect was part of a separate project.

Mr. Hooper explained that CDM Smith is presently engaged in a project to upgrade our pump stations, which includes pipe improvements around these stations. Additionally, the city has collaborated with other contractors in recent years to line existing pipes.

G. Set Date for Next Meeting

A special meeting of the Public Works & Utilities Committee was scheduled for Wednesday, March 13, 2024 at 3:30 p.m.

The next regular meeting of the Public Works & Utilities Committee was scheduled for Wednesday, April 3, 2024 at 3:30 p.m.

H. Adjourn

There being no further business, the meeting was adjourned at 4:40 p.m.

X Mac Morrow

Minutes Approved: April 3, 2024

Mac Morrow
Chair, Council Member

X

Alex Shepherd
Assistant to the City Manager