



AGENDA REPORT
September 11, 2018

Certify Annual Stormwater Utility Special Assessment Rolls

SUBJECT:

Resolution: Adoption of the Stormwater Utility Resolution Ratifying, Confirming, and Certifying the Annual Stormwater Utility Special Assessment Rolls

FISCAL IMPACT:

FY 2017-2018 There is no known fiscal impact.

FY 2018-2019 Expected Revenues \$6,247,708.84

District 1 \$1,988,331.24

District 2 \$1,809,019.72

District 3 \$ 478,469.39

District 4 \$1,465,854.98

District 5 \$ 506,033.51

*Fiscal Impact does not include amounts to be direct billed for assessment of Federal Lands.

Name: Virginia Barker, Natural Resources Management Department

Phone: (321) 633-2016

DEPT/OFFICE:

Natural Resources Management

REQUESTED ACTION:

It is requested that the Board of County Commissioners adopt the Resolution ratifying, confirming and certifying the Annual Stormwater Utility Special Assessment Rolls.

SUMMARY EXPLANATION and BACKGROUND:

As specified by Section 110.369(c), Code of Ordinances of Brevard County, Florida, the Board must annually ratify and certify to the Tax Collector the Stormwater Utility Special Assessment Roll. There is no proposed change to the annual assessment rate of \$64 per ERU. The Roll is maintained in an electronic format by the Property Appraiser's Office.

CLERK TO THE BOARD INSTRUCTIONS:

Total of two signed originals: one for Clerk of Court and one for Natural Resources Management Department

ATTACHMENTS:

Description

- **AO-29 Initial Review & Contract Res to Cert ST Roll**
- **Attachment A wExhibits 1,2 Resolution to Certify Stormwater Utility Assessment Rolls**

**BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS**

INITIAL CONTRACT REVIEW AND APPROVAL FORM

SECTION I - GENERAL INFORMATION

1. Contractor:	
2. Fund/Account #:	3. Department Name: Natural Resources Mgmt Dept (NRMD)
4. Contract Description: Resolution to Certify Annual Stormwater Utility Assessment Roll	
5. Contract Monitor: Valerie Citta X52413	7. Contract Type:
6. Dept/Office Director: Virginia Barker	Select from pulldown:

SECTION II - REVIEW AND APPROVAL TO ADVERTISE

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Virginia Barker</i>	<u>8/11/18</u>
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SECTION III - REVIEW AND APPROVAL TO EXECUTE

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Christi Vallis</i>	<u>8/13/18</u>

SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

CM DATABASE REQUIRED FIELDS	Complete ✓
Department Information	<input type="checkbox"/>
Department	<input type="checkbox"/>
Program	<input type="checkbox"/>
Contact Name	<input type="checkbox"/>
Cost Center, Fund, and G/L Account	<input type="checkbox"/>
Vendor Information (SAP Vendor #)	<input type="checkbox"/>
Contract Status	<input type="checkbox"/>
Contract Title	<input type="checkbox"/>
Contract Type	<input type="checkbox"/>
Contract Amount	<input type="checkbox"/>
Storage Location (SAP)	<input type="checkbox"/>
Contract Approval Date	<input type="checkbox"/>
Contract Effective Date	<input type="checkbox"/>
Contract Expiration Date	<input type="checkbox"/>
Contract Absolute End Data (No Additional Renewals/Extensions)	<input type="checkbox"/>
Material Group	<input type="checkbox"/>
Contract Documents Uploaded in CM database (Initial Contract Form with County Attorney/ Risk Management Approval; Signed/Executed Contract)	<input type="checkbox"/>
"Right To Audit" Clause Included in Contract	<input type="checkbox"/>
Monitored Items: Uploaded to database (Insurance, Bonds, etc.)	<input type="checkbox"/>



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

September 12, 2018

M E M O R A N D U M

TO: Virginia Barker, Natural Resources Management Director

RE: Item D.6., Resolution Ratifying, Confirming, and Certifying the Annual Stormwater Utility Special Assessments Rolls

The Board of County Commissioners, in special session on September 11, 2018, adopted Resolution No. 18-118, ratifying, confirming, and certifying the Annual Stormwater Utility Special Assessment Rolls. Enclosed is a fully-executed Resolution.

Your continued cooperation is greatly appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

Encl. (1)

cc: County Manager
Tax Collector
Finance
Budget

Resolution No. 18-118

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS RATIFYING, CONFIRMING AND CERTIFYING THE RATE AND THE ANNUAL STORMWATER UTILITY ASSESSMENT ROLLS FOR THE COUNTY FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND FORWARDING THE SAME TO THE TAX COLLECTOR'S OFFICE FOR COLLECTION IN THE SAME MANNER AS AD VALOREM TAXES ARE COLLECTED

WHEREAS, On April 3, 2014, the Board of County Commissioners of Brevard County, Florida, (Board) adopted Resolution 2014-51, a Schedule of Annual Stormwater Utility Special Assessments including a schedule of rates and classifications for the fiscal year; and

WHEREAS, pursuant to Section 110-369(c), Code of Ordinances of Brevard County, Florida, the Board, on or before September 15 of each year, shall hold a public hearing to adopt a rate resolution to establish the rates required for the operation and maintenance of the county's stormwater program and systems for said County fiscal year; and

WHEREAS, an Annual Stormwater Utility Special Assessment Roll must be certified to the Brevard County Tax Collector for collection in the same manner as ad valorem taxes are collected; and

WHEREAS, the Board has reviewed the summary of the Annual Stormwater Utility Special Assessment Roll sent to the Tax Collector; and

WHEREAS, the Board is satisfied that the Annual Stormwater Utility Special Assessment Roll has been prepared in conformity with the Schedule of Stormwater Special Assessments previously authorized by the Board pursuant to Resolution 2014-51.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS
OF BREVARD COUNTY, FLORIDA, that:**

1. The Board of County Commissioners confirms the Schedule of Stormwater Assessments and Classifications adopted pursuant to Resolution 2014-51. The stormwater classifications adopted on April 3, 2014 are attached hereto as Exhibit 1. Amendments to the stormwater classifications do not change assessments or methodology.
2. The Board of County Commissioners of Brevard County, Florida, hereby ratifies, confirms and certifies that the Annual Stormwater Utility Special Assessment Roll for Brevard County fiscal year beginning October 1, 2018, a summary of which is attached hereto as Exhibit 2, is in conformity with the Schedule of Stormwater Special Assessments adopted pursuant to Resolution 2014-51. Exhibit 2 is a summary of the Stormwater Assessment Roll and hereby incorporates the electronic data view identified as 2018 Stormwater Assessment Billing Data (SAM_Taxbill), dated September 15, 2018, provided by the Natural Resources Management Department. The electronic data view identified herein is the Stormwater Utility Special Assessment Roll and contains the details of the Stormwater Assessment Roll. Pursuant to Section 197.3632, Florida Statutes, the Roll is provided via electronic medium to the Property Appraiser, to be transferred to the Tax Collector's data table.
3. The Board of County Commissioners of Brevard County, Florida, hereby certifies, ratifies and confirms such Annual Stormwater Utility Special Assessment Roll to

the Tax Collector. The Tax Collector shall collect such special assessments in the same manner as ad valorem taxes are collected.

4. A certified copy of this Resolution shall be delivered to the Tax Collector of Brevard County, Florida.

5. This Resolution shall take effect immediately upon adoption.

DONE, ORDERED AND ADOPTED this 11th day of September, 2018.

ATTEST:



Scott Ellis, Clerk

**BOARD OF COUNTY COMMISSIONERS
OF BREVARD COUNTY, FLORIDA**

By: 

Rita Pritchett, Chairman

[As approved by the Board on 9/11/2018]

EXHIBIT 1

SCHEDULE OF CLASSIFICATIONS AND CALCULATIONS FOR ANNUAL STORMWATER UTILITY ASSESSMENT ROLL FOR COUNTY FISCAL YEAR BEGINNING OCTOBER 1, 2018.

BILLING CLASSIFICATIONS		09/11/2018
A	Agricultural	Any property which is used for commercial agricultural pursuits, and is designated as commercial agricultural on the Brevard County Property Appraiser's records.
B	Condominium and Manufactured Housing	Any property identifying an individual condominium or townhouse unit or any property upon which is located a manufactured home.
D	Multiple Single Family Dwelling Units	Any property upon which is located more than one building or structure, each of which is designed and constructed for, and capable for use as a residence for one family.
E	Commercial	Any lot or parcel upon which is located any structure or facility designed for business related uses.
I	Industrial	Any lot or parcel upon which there is a structure or building for use as productive enterprises and/or manufacturing activities.
M	Multifamily Dwelling	Any property upon which is located any building or structure, consisting of more than one dwelling unit, each designed for occupancy for one family.
N	Non-Billable	Those parcels or lots which are right of way or, Government-Owned lands excluding those that are billable by law.
R	Mixed Use Residential	Any lot or parcel which contains more than one use, including one or more Single family dwellings in conjunction with more than one multi-family unit, each unit being assessed at its corresponding billing class ERU calculation.
S	Single Family Dwelling	Any property upon which is located any building or structure designed or constructed for, and capable for use as a residence for one family and is erected on a separate lot or parcel.
T	Vacant Natural	Any lot or parcel that is unaltered, contains no structures, and has not been designated as Agricultural (A) or Non-Billable (N).

BILLING CLASSIFICATIONS		09/11/2018
V	Vacant Altered	Any lot or parcel that contains no structures, is not designated as Agricultural (A) or, Non-Billable (N), and has been modified from its natural state, including lots within platted subdivided areas.
Y	Vacant Improved	Any lot or parcel which is not designated as Agricultural (A) or Non-Billable (N), and has been either graded, cleared, compacted and/or excessively landscaped.

LAND USE Bill Class Formulas

One ERU, or Equivalent Residential Unit, for the purpose of calculating service charge rates has been determined through engineering analysis to be 2,500 square feet of effective impervious area. Current ERU Rate = \$64 (effective 10/01/2018)

List of terms used in the rate calculation formulas

09/11/2018

TERM	DEFINITION
G	Gross Area of Parcel in Square Feet
I	Impervious Area of Parcel in Square Feet
M	Mitigation Factor with a range of 0.2 to 1.0 and an increment of 0.01
N	Number of Dwelling Units or Hook-Ups
NI	Adjustment Factor for Alteration of Pervious Surfaces
0.20	Pervious Factor Coefficient
0.90	Impervious Factor Coefficient
0.03	Pervious Factor Coefficient for Agricultural, Vacant Altered, Industrial Use Only
0.40	Infiltration Factor for Agricultural Land Use Cover for Good Soil Conditions
0.60	Average Runoff Coefficient for Open Space for Average Soil Conditions
DF	Melbourne Tillman Drain Fee
RATE	Per ERU. This is set by the taxing authority. (County or city with inter-local agreement)
Billing	Stormwater assessment amount

09/11/2018

BILL CLASS		CALCULATION FORMULA
A	Agricultural (same as Vacant Altered)	# ERU's = $G \times 0.03 \times 0.4 / 2,500$ sq. ft. Billing = [#ERU's x RATE x M] - DF
B	Condominium	Billing = [1 ERU x .50 x RATE x M] - DF
D	Multiple Single Family Dwelling Units	Billing = [1 ERU x N x RATE x M] - DF <i>(If number units is unavailable this defaults to calculating with 2.)</i>
E	Commercial	NI = $I \times 1.25$ # ERU's Commercial = { [(NI - I) x 0.2] + (I x 0.9) } / 2,500 sq. ft. # ERU's Vacant Altered = [(G - NI) x 0.03 x 0.40] / 2,500 sq. ft. <i>(If Vacant Altered LT 0 then this defaults to 0)</i> Billing = [{(# ERU's Commercial x RATE) + (# ERU's Vacant Altered x RATE)} x M] - DF
I	Industrial	NI = $I \times 1.25$ # ERU's Commercial = { [(NI - I) x 0.2] + (I x 0.9) } / 2,500 sq. ft. # ERU's Vacant Improved = [(G - NI) x 0.03 x 0.60] / 2,500 sq. ft. <i>(If Vacant Improved LT 0 then this defaults to 0)</i> Billing = [{(# ERU's Commercial x RATE) + (# ERU's Vacant Improved x RATE)} x M] - DF
M	Multifamily Dwelling	Billing = [1 ERU x 0.50 x N x RATE x M] - DF
N	Non Billable	Billing = 0. No bills generated for these land uses
R	Mixed Use Residential	Billing = [(Sum of S, M, B, D ERUs) x RATE x M] - DF <i>Sum explained – Mixed Use Residential accounts will have more than one structure on the account. To each individual structure the Property Appraiser Office assigns a number of units and a use code. Each use code has a calculation factor of either 0.5 or 1.0. An amount for each structure is computed by multiplying the number of units times the calculation factor times the rate. The sum of these amounts for the account is then used in the Bill Class R calculation.</i>
S	Single Family Dwelling	Billing = [1 ERU x RATE x M] - DF

BILL CLASS		CALCULATION FORMULA	09/11/2018
T	Vacant Natural	Billing = 0. No bills generated for these land uses	
V	Vacant Altered (same as agricultural)	# ERU's = $G \times 0.03 \times 0.4 / 2,500$ sq. ft.	
		Billing = [#ERU's x RATE x M] - DF	
Y	Vacant Improved	# ERU's = $[(G \times 0.03 \times 0.6) + (I \times 0.9)] / 2,500$ sq. ft.	
		Billing = [#ERU's x RATE x M] - DF	
	Minimum Bill Amount	The minimum billing is set at \$2.35 per parcel	



EXHIBIT 2

2018 Totals for Stormwater Billing

Count	District - City	Billing Amount
31,366	District 1	\$1,988,331.24
24,607	District 2	\$1,809,019.72
12,949	District 3	\$ 478,469.39
29,320	District 4	\$1,465,854.98
8173	District 5	\$ 506,033.51
<hr/> 106,415		<hr/> \$6,247,708.84

"Exhibit 2" is a summary of the Stormwater Assessment Roll and hereby incorporates the electronic data view identified as 2018 Stormwater Assessment Billing Data (SAM_Taxbill), dated September 14, 2018 provided by the Natural Resources Management Department. Summary does not include amounts to be direct billed and collected for assessment of Federal Lands.