

CUAB MEETING MINUTES
Wednesday, March 6, 2013
Johnson Creek Facility Conference Room
6101 SE Johnson Creek Blvd.

Members Present

Beth Kelland, Chair
Vincent Alvarez, Vice Chair
Greg Deane

Staff Present

Casey Camors, Finance Director
Brad Albert, Civil Engineer

Angela Wieland, Consultant, Brown and Caldwell
John Ghilarducci, Consultant, FCS Group

I. CALL TO ORDER

The meeting began at 6:07 p.m.

II. INTRODUCTIONS

III. CONSENT AGENDA

The meeting minutes of the February 6, 2013 meeting were approved.

Public Comment:

None

IV. REPORTS

A. John Ghilarducci with FCS Group gave a presentation of the financial impact of the Stormwater Master Plan. The presentation provided an overview of rate study that was conducted to carry out the Capital Improvement Plan generated by the updated master plan. The different rates that were provided include cash spending versus debt spending with varying levels of service. In all, seven different stormwater rates were presented to the group for review and recommendation. Angela Wieland with Brown and Caldwell presented the personnel study that was conducted with the updated master plan. The study shows that the City should add two staff persons to accomplish the tasks required under the City's NPDES permit issued by DEQ. The rate study took the personnel study into account.

The Citizen's Utility Advisory Board (CUAB) was asked to forward a recommendation on a stormwater rate to City Council based on the updated Stormwater Master Plan. The Board forwarded a recommendation of the recommended cash funding level that was presented. The group discussed the different funding levels and what the levels would achieve. In the end, the group agreed that the recommended cash funding level was in line with anticipated rising costs of utilities.

B. Casey Camors presented an overview of the current utility billing policies. After the overview was presented, four individual billing policies were discussed and seeking a Board recommendation. The four policies pertained to tenant/landlord accounts, vacation/snowbird accounts/foreclosure/other vacancy accounts, and leak adjustments. The Finance staff has been working on updating the four policies and is seeking a recommendation from the Board on the recommended policy changes.

The Citizen's Utility Advisory Board (CUAB) was asked for recommendations on the four policy updates. The Board provided discussion about which alternative would be most appropriate. The recommendations are as follows:

Tenant/landlord policy: The Board recommended alternative #2 that was presented. Alternative #2 would amend the current policy and require the landlord/owner to ultimately be responsible for municipal utility charges.

Vacation/snowbird accounts: The Board recommended alternative #1 that was presented. Alternative #1 would amend the current policy and charge base fees as identified in the adopted Fee Schedule to snowbirds and vacationers.

Foreclosure/Other vacancies: The Board recommended alternative #1 that was presented. Alternative #1 would amend the current policy and charge base fees as identified in the adopted Fee Schedule to vacant properties.

Leak adjustments: The Board recommended alternative #2 that was presented. Alternative #2 would amend the current policy and adopt a 6-month look back period on leak adjustments from the date the leak is first identified.

V. DISCUSSION

None

VI. MATTERS FROM THE BOARD

None.

VII. INFORMATION SHARING

None.

VIII. FUTURE MEETING DATE/AGENDA ITEMS

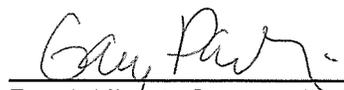
Next meeting: April 3, 2013

IX. ADJOURN

The meeting ended at 9:30 p.m.



Beth Kelland, Chair



Brad Albert, Scribe