

CUAB MEETING MINUTES
Wednesday, May 1, 2013
Johnson Creek Facility Conference Room
6101 SE Johnson Creek Blvd.

Members Present

Beth Kelland, Chair
Greg Deane
Kevin Hasey

Members Absent

Vincent Alvarez, Vice Chair

Staff Present

Gary Parkin, Public Works Director
Brad Albert, Civil Engineer, Engineering Department

I. CALL TO ORDER

The meeting began at 6:05 p.m.

II. INTRODUCTIONS

III. CONSENT AGENDA

The meeting minutes of the April 3, 2013 meeting were approved.

IV. Public Comment: None.

V. REPORTS

- A. Brad provided an update on the financial report from the Stormwater Master Plan that was reported to the CUAB at their March 6, 2013, meeting. He reported on a change in the SDC rate from the one that was provided at the March meeting. The proposed SDC increased from \$632/ESU as presented in March, to \$765/ESU, because of an updated CIP list that was expanded to include projects for the 20-year period of the SDC study.

The CUAB approved a motion to recommend the adjusted SDC rate.

- B. Beth gave an update on the billing policies and the City Council meeting, that was held on April 16, 2013. The billing policies are related to:

1. Recovering payment from delinquent accounts from rental properties

Per attorney's advice the policy reflects the customer as the tenant and provides for collecting from the tenant and not the landlord. The City will promote the Landlord Utility Service Agreement, which allows the landlord

to take responsibility for payment and avoid shut-offs and allows for easier move-in for the next tenant.

2. Leak adjustments

The revised policy provides for leak adjustments for up to 6 months with provisions for time of year (winter average).

3. Billing long-term vacant properties and foreclosed properties

A long-term shut-off request will allow the customer a suspension of their utility billing after their water meter has been shut-off. This is different from the desired payment of a base rate through a vacated time. Short-term shut-offs (48 hours or less) will require payment of the shut-off/turn-on fee.

Beth related the main points from the City Council meeting where the CUAB Work Plan was discussed. The biggest take away from City Council was that they asked that the CUAB oversee an update in the water rate structure.

Action item: The group agreed to put some effort into researching alternate rates and efficiencies before issuing an RFP asking for consultant assistance next fall.

VI. DISCUSSION

A. Field trip – after some discussion, it was determined that there will be a tour of the Tri-City and Kellogg treatment plants and then a separate field trip to visit the utility sites within the City (mentioned were the well sites, Brookside and Home lift stations).

VII. MATTERS FROM THE BOARD

Kevin noted that the light rail bridges under construction are numerous and much like roller coasters.

VIII. OTHER/INFORMATION SHARING

None.

IX. FUTURE MEETING DATE/AGENDA ITEMS

Next meeting: June field trip – date set for June 6th, want to see every room and compare the two plants.

X. ADJOURN

The meeting ended at 7:55 p.m.



Beth Kelland, Chair



Gary Parkin, Scribe