

**UTILITY ADVISORY BOARD
MEETING MINUTES**

July 10, 2013

Public Works Department – Water Utility Conference Room

Board Members Present: Geoff Larson, Vice-Chair; Leon Vance; George Porter

Board Members Absent: Scott Willis; Janet Hall-Schempf ; 2 vacancies

Staff Present: Kirk Duncan, Dave Crabtree, Patti Rumfelt

Public Present: FCS Group (Karyn Johnson, Krista Shirley, Bill Wilks)

I. CALL TO ORDER

The meeting was called to order at 5:40 p.m. by Mr. Larson, Vice-Chair.

II. APPROVAL OF AGENDA

The agenda was approved as presented.

III. APPROVAL OF MINUTES

The minutes from the May 30, 2013, meeting were unanimously approved as presented.

IV. PUBLIC PARTICIPATION

None.

V. ACTION ITEMS

Next Meeting Date – Members discussed and approved the next meeting date of September 19, 2013. This date may change as September nears, due to the Rate Study consultant’s tentative schedule for public presentations in early September. Ms. Rumfelt will email members and notify the City Clerk’s office of the next meeting date.

VI. INFORMATION ITEMS

Outline of Rate Study Presentation by FCS Group – Mr. Duncan welcomed the staff of FCS Group, and they were introduced as follows: Karyn Johnson, Managing Principal; Krista Shirley, Lead Analyst; and Bill Wilks, Sr. Project Manager.

Ms. Johnson outlined the process, stating that it will be conducted in basically 2 parts.

1) Updating the revenue information for both Water and Wastewater for the past 10 years since the study was last conducted; and determining what additional revenue is needed to fund operating costs while also allowing for sufficient reserves to be in place. Three scenarios will then be developed, with one being a baseline to maintain current costs.

2) Looking at the rate design structure, determining if it is equitable, and exploring possibilities of allocating costs to different customer classes versus a blanket percentage increase for all customer classes.

Ms. Johnson explained that 3 public education/outreach meetings are planned, at various locations around town. The presentations will start with an explanation of the current infrastructure design which correlates directly to the geographical layout of the borough; will explain the expenses associated with maintaining the system and providing water to certain customers in outlying neighborhoods; and will present benchmarking information, comparing Juneau to at least 3 other communities. The final results of the study will be presented to the Assembly, along with a 5-year or 10-year rate plan.

Board members asked various questions of FCS staff and expressed their interest in the presentations and final results of the study.

Ms. Johnson also distributed copies of an Agenda that was presented earlier in the day to a group of CBJ staff at City Hall. A timeline for the study was also presented, showing the final report to be published by June 2014.

VII. NON-AGENDA ITEMS

None.

VIII. ADJOURNMENT

The meeting was adjourned at 6:45 p.m.

Respectfully Submitted,

Patti Rumfelt

Patti Rumfelt, Administrative Assistant II
CBJ Public Works Water Utility