

**UTILITY ADVISORY BOARD
MEETING MINUTES**

December 17, 2009

Public Works Department – Water Utility Conference Room

Board Members Present: Dick Behrends/Chair, Geoff Larson/Vice Chair, Scott Willis, George Porter, Leon Vance, Diane Pearson (telephonically)

Staff Present: Scott Jeffers, Liam Carnahan, Joe Myers

I. CALL TO ORDER:

After establishing a teleconference connection with Diane Pearson, the meeting was called to order at 5:30 p.m. by Dick Behrends, Chair.

II. APPROVAL OF UAB MINUTES:

- A. The minutes for the meeting on November 12, 2009, were presented and approved without objection.

III. PUBLIC PARTICIPATION:

None.

IV. ACTION ITEMS:

None.

V. INFORMATION ITEMS:

- A. Multi-Family Exemption Certificate (MEC) Update - Staff discussed the Code provision that remains in the Sewer Code by oversight that refers to the MEC. Similar language in the Water Code and enabling language in both Codes were removed by Assembly action in about 2003, but the existence in the Sewer Code keeps coming back to haunt us. Currently CBJ administratively honors the last 60 or so certificates even though they have not been issued/accepted for some years. This creates an inequity between those that have had a meter installed and those that have not. One fact that property owners seem resistant to is that metering the property would satisfy the code and therefore the utility. Staff reported that a public hearing on the issue had been strongly recommended and that there was movement to notify the public and any affected by MECs.

- B. Transitional Zoning Language – Scott Jeffers presented a rough draft of a memo to Planning Commission in support of increasing zoning in areas where sewer is or has recently been installed. A number of thoughts were expressed about how to make it a better document. The Board encouraged staff to edit the document and put it back out via email for Board consideration and subsequent edits.
- C. Utility Finances – Scott Jeffers reported on the status of budget preparations and rate model activity. Regarding budgets, staffing schedules have been reviewed, edited and returned to the Finance Department. Currently staff is working on the next assignments, namely vehicle replacement schedules and the utilities' proposed lists of projects under the six-year Capitol Improvement Program. Work on the actual operating budget is anticipated in the next couple weeks. In the area of rate model review, staff has met regarding the timing of a staff review versus a consultant review and determined that we should work toward the latter, since potential rate changes should be done in conjunction ~~will~~ with that start of the next two-year budget (on July 1, 2010) and since the transition to the more equitable cost-of-service methodology appears to have support at several levels.
- D. Staff Reports – in the interest of time Liam Carnahan suggested that Board member ask questions about the three written reports, rather than having their authors go through them in detail. The first question was about the CBJ's backflow protection device program in CBJ. Staff responded that a recent letter from a professional plumber, also a certified tester of these devices, had effectively "put CBJ on notice" that the program has some serious issues that make the program less than fully adequate. A lively discussion ensued in which the opinion of several was that the current situation leaves CBJ exposed to litigation in the event of a problem and that problems are more likely when the program is sub-par. There seemed to be wide support within the Board for the Water Utility (WU) to take over responsibilities of program enforcement, since the WU is the purveyor of the water. Budgetary impacts, including no revenue stream to support the additional activity, were discussed. Staff was asked to investigate how the program currently works and how the program might be improved and funded if CDD and the WU were to divide the current responsibilities.

VI. NON-AGENDA ITEMS:

- A. The Board briefly discussed attendance issues were the next meeting to be scheduled for January. Mr. Larson expected to be away, but it seemed that all other could participate. So the meeting was scheduled for January 21, 2010 at 5:30 p.m.

VII. ADJOURNMENT:

The meeting was adjourned at 6:40 p.m.

Respectfully Submitted,

Scott Jeffers, Deputy DPW Director for Utilities
Liam Carnahan, Water Utility Superintendent
Joe Myers, Wastewater Utility Superintendent