

**UTILITY ADVISORY BOARD
MEETING MINUTES**

February 11, 2016
Engineering & Public Works Department
Lemon Creek Facility
5433 Shaune Drive

Board Members Present: Leon Vance – Chair; Geoff Larson – Vice-Chair; Grant Ritter; David Hanna; Bill Brown; Bryan Farrell

Board Members Absent: Janet Hall-Schempf

Staff Present: Rorie Watt; Samantha Stoughtenger; Autumn Sapp; Holly Kveum

I. **CALL TO ORDER**

The meeting was called to order at 5:00 p.m. by Chairman Vance.

II. **APPROVAL OF AGENDA**

Agenda approved without amendment.

III. **APPROVAL OF MINUTES**

None.

IV. **PUBLIC PARTICIPATION**

None.

V. **INFORMATION ITEMS**

- A. Biosolids debrief from Assembly February 1, 2016 Committee of the Whole Meeting- CBJ staff provided a verbal overview to the board of the meeting and the expected proceedings. Board members emphasized that this was the beginning stage of the planning effort. Staff concurred and agreed that the following procedural steps would be provided at a later date.
- B. Updated Wastewater and Water Financial Dashboards- CBJ Staff reviewed the dashboards with various scenarios requested by the board. Staff encouraged the board to begin to brainstorm what would be appropriate to bring forward as a recommendation to the Assembly. The board asked staff clarifying questions regarding the specificity of sales tax allocation to the different utilities; staff explained that only the Wastewater Dashboard incorporates sales tax, but there is a possibility of requesting a portion of that funding to water should the board request it.

C. Overview of CIP & Budgeting Process- Staff provided a synopsis of the CIP process including both internal to the CBJ and external. Members requested the list of projects and noted that it would be helpful if there were clarifying points of the intent of the projects.

VI. **NON-AGENDA ITEMS**

None.

VII. **BOARD COMMENTS AND DISCUSSION**

The Chairman requested that both an operational and financial update be provided at the next regular meeting. Staff encouraged the members to think of their actions in the following year to be a balanced review by focusing on incorporating finances, operations, and budget.

VIII. **ADJOURNMENT**

The meeting was adjourned at 5:58 p.m.