

**UTILITY ADVISORY BOARD
REGULAR MEETING – MINUTES
May 9, 2019**

I. CALL TO ORDER

The meeting was called to order at 5:20 pm.

Members present: Leon Vance, Chair, Grant Ritter, Andrew Campbell, Bryan Farrell, Janet Schempf, and Geoff Larson – phone.

Staff present: Mike Vigue and Autumn Sapp

II. APPROVAL OF AGENDA

No motions to change. Approved.

III. APPROVAL OF MINUTES

Approved.

IV. PUBLIC PARTICIPATION

None.

V. ACTION ITEMS

A. Annual Report – Attached Draft, Pg. 4

Staff presented the board’s collectively written Annual Report. Discussion and minor modifications were made to the report wording. Mr. Larson motioned to accept the report with all modifications and Mr. Ritter second the motion. The annual report passed unanimously.

Mr. Campbell offered to present the report to the Human Resource Committee on June 3, 2019. Staff will contact the Clerk’s Office to have the presentation added to the agenda.

VI. INFORMATION ITEMS

A. Report on Rate Recommendation Presentation at 4/17/2019 Finance Committee Meeting – Mr. Vigue

Mr. Vigue gave a brief summary of his presentation to the Finance Committee to the board. He stated it was well received that some of the board members were present for the meeting. Additionally, it was effective that Mr. Larson and Mr. Campbell held one on one conversations with Assembly members to explain the rate recommendations by the board and share the rate increase white paper. The Finance Committee is tentatively scheduled to take up the rate increase at their June 12th meeting in Assembly Chamber beginning at 5:30.

VIII. ADJOURNMENT

The meeting adjourned at 6:10 PM. Next meeting will be June 13, 2019, 5:15 PM, at the Water Utility Shop, 2520 Barrett Avenue.