

UTILITY ADVISORY BOARD MEETING
June 10, 2013
CITY COUNCIL CONFERENCE ROOM
5:30 P.M.

MEMBERS PRESENT

George Lewis
Arthur Hoffman
Sharon Parshley
Daniel Peterson
Shawn Libby

STAFF PRESENT

Blaine Cox, Deputy CM
Peter Nourse, DPW Director
Mark Sullivan, Senior Accountant

GUESTS

Marc Mitchell, Representing
Apellant Raaf Mitchell, Anchor Club
Real Estate
Theresa Brown-Hall, Apellant

MINUTES

I. Call to Order.

George Lewis called the meeting to order at 5:29 P.M. All Board members were present.

II. Acceptance of April 8, 2013 Minutes

Arthur Hoffman **MOVED** to accept the minutes of the May 13, 2013 meeting as written. The motion was seconded and the **MOTION PASSED** on a unanimous voice vote.

III. Appeals

A. Old Business

1. Theresa Brown-Hall Appeal

Theresa Brown-Hall was present and explained that the basis of her appeal is that she did not use an above normal amount of water and no leaks have occurred. She, therefore, believes that the meter reading must be inaccurate.

Because the UAB voted to deny Ms. Brown-Hall's abatement at the May meeting, Shawn Libby **MOVED** to reconsider last month's vote. The motion was seconded and the **MOTION PASSED** on a unanimous voice vote.

Daniel Peterson **MOVED** to **TABLE** any further action until the July meeting, pending:

- a) the City's testing of the meter at the City's expense and

- b) the Utility Billing Office takes interim readings to determine if usage has returned to normal or remains high.

The motion was seconded and the **MOTION TO TABLE PASSED** on a 4 to 1 vote. (George Lewis voted against the motion).

IV. New Business

A. Raaf Mitchell Anchor Club Real Estate Appeal

Marc Mitchell presented details regarding his appeal and displayed pictures of the leak.

The appellant seeks a sewer abatement of sewer fees due to a broken shut off valve. The appellant stated that the water leaked into the basement and did not enter the sewer system.

The Deputy City Manager's recommendation is to grant an abatement of 206.75 units of sewer fees at a value of \$1,290.12.

The above recommendation is based upon the following findings:

1. The customer has provided documentation that a leak occurred and has been repaired.
2. The customer has stated on the signed abatement request form that the leaked usage did not enter the sewer system and has provided photographic evidence of the exterior pavement erosion purportedly caused by the leaked usage being pumped outside.
3. The current period's usage of 213 units exceeds the 6.25 units averaged over the previous four quarters by 206.75 units. At a sewer rate of \$6.24/unit x 206.75 units = \$1,290.12.

Arthur Hoffman **MOVED** to abate 206.75 units of sewer at a value of \$1,290.12. The motion received a second and the **MOTION PASSED** by a unanimous voice vote.

V. Billing Notifications/Alerts

Deputy City Manager Cox explained the ability to post information on the water/sewer billing statements. He invited the UAB members to submit to him alert and reminder messages that could be placed on the billing notices.

VI. Rates Proposal FY2014

Mr. Sullivan presented a draft version of Water and Sewer rates model. After a lengthy discussion with the UAB, no action was taken. This will be kept in committee until a proposal is ready to go before the City Council, most likely in July or August.

VII. Financial Statements

Arthur Hoffman requested details on the Sewer Works Expense Report. Specifically, why did account #52602057-533000 Other Professional Services exceed the FY2013 budget by \$31,574.82?

DPW Director Nourse will research this and provide a response for the UAB's July meeting.

VIII. Other

There were no other topics brought forth for discussion.

IX. Adjournment

George Lewis **MOVED** to adjourn the meeting. The motion was seconded and the **MOTION PASSED** on a unanimous voice vote. The meeting adjourned at 6:35 P.M.

Respectfully,

Blaine M. Cox
Deputy City Manager

BMC: sam