

SEWER & WATER COMMITTEE MEETING
APPROVED MINUTES

November 18, 2008

DIRECTORS PRESENT: Erik Henrikson, Dan Wilkins

STAFF PRESENT: Cindy Gustafson, General Manager
Alan Harry, Administrator of Planning and Public Works
Tony Laliotis, Director of Utilities
Matt Homolka, District Engineer
Debi Black, Technical Services Manager
Deb Rose, Senior Accountant
Brandi Stirton, Public Works Secretary
Ginger Charlton, District Clerk

The meeting was called to order at 2:00 p.m. by Director Henrikson.

1. REVIEW UTILITIES AND ENGINEERING DRAFT OPERATING BUDGETS FOR 2009

Mr. Harry went over the staffing levels for field employees. He said that on the sewer side we have 1 employee for every 780 sewer connections. NTPUD has 1 for every 325 and IVGID has 1 for every 323. On the water side we have 1 for every 395 connections. NTPUD has 1 for every 243; IVGID has 1 for every 323. On the revenue side, he reported that this budget projects a 28% increase in both sewer and water rate revenues. It also projects a \$25,000 increase in water revenues from Parks Department water fees that we will begin charging on January 1st. Mr. Harry reviewed charts for Engineering and Technical Services revenues and answered questions of the Committee. He highlighted that staff is looking at the possibility of charging for actual costs instead of a flat permit fee.

Mr. Laliotis went over the line items on the 2009 Budget for Sewer and Water. He reviewed the expenses and led a discussion on the condo meter project. He noted that the budget for postage went up due to the extra cost to print and mail bills monthly. Mr. Laliotis discussed conservation/rebate programs that staff has been looking into and will put together a scenario for the Board shortly. Mr. Homolka gave a history on the District's mapping and said that staff is working on getting it up to date. Director Wilkins said that the Board needs to think about the long term value of having a GIS system to map all of our assets. If the Board feels it is worthwhile, there are two ways to handle acquiring it. Either use in-house staff to peck away at it over a multitude of years, or budget a few hundred thousand dollars and bring in a consultant team to do it over a couple of years time period. Ms. Gustafson said that staff wants it but can't prioritize it near the top at this time. Mr. Homolka said that in early 2000 the entire system was mapped but not completed.

Mr. Harry went over the Engineering Operations and Engineering Projects budgets and answered questions of the Committee. Mr. Laliotis reviewed the five year vehicle capital plan and listed which vehicles need to be replaced in 2009. Director Wilkins said that the District might consider having a fleet replacement fund and explained how it worked. He said that from a budgeting standpoint it shows the true cost of operating the division and gets rid of the peaks and valleys. Mr. Harry went over the water and sewer projects for 2009 and went over their priority. Mr.

Laliotis reviewed the Utilities budgets and answered questions about the items. He noted that 2009 has a new category for conservation expense which would cover rebates for low-flow fixtures and the cost of public outreach for conservation programs. The Committee reviewed the five year capital plan for the departments and discussed the various projects and their priority.

4. PUBLIC FORUM

There was no public forum.

5. ADJOURNMENT

The meeting was adjourned at 8:15 a.m.

Prepared by Ginger Charlton

Ginger Charlton, District Clerk