

WATER & SEWER EXPANSION AUTHORITY
MEETING MINUTES

Wednesday, April 28, 2004

Meeting Time: 2 p.m.

Location: Mayor's Conference Room

Members attending:

Jeanell Wilson, Chair

John Craddock, Vice Chair

Harriet Jones

Susan Rudd

Al Sinclair, ex-officio

Chair Jeanell Wilson called the meeting to order. Christian Blalock with the City's Office of General Counsel (OGC) present draft by-laws for the Board members to review and for comment and discussion at a future meeting.

Steve Diebenow reported that the Water & Sewer Expansion Authority (WSEA) enabling legislation from the City Council allowed for an Executive Director. He reported that Walt Bussells, JEA, had offered to hire an Executive Director, on a one year contract basis, through JEA's existing contracts and that JEA would fund the position for the first year. The Board members indicated they would like someone familiar with the goals and process of the WSEA development.

Steve Diebenow asked Christian Blalock if legislation was required to expend funds from the '03/04 budget of \$3 Million. Christian indicated that budget expenditures must be approved through the City Council based on the way the monies were placed in the budget. The City Council process to approve funding for projects will take a minimum of six weeks to go through the City Council legislative cycle once the recommendations are made by the WSEA Board and submitted to Council. Steve reported that the City's state and federal legislative consultants were looking into grant opportunities and other public funding for WSEA infrastructure projects.

Brenda Forbes, JEA, presented more detailed information on two projects outlining construction costs and possible customer payment levels including financing for capital construction costs, system connection costs and JEA capacity fees. The projects included a neighborhood in the Ortega area that has a very high percentage of participation and the Arlington YMCA.

Steve Diebenow summarized with two process points that the Board may want to consider. The first was to determine how projects would be ranked and prioritized going forward. There is a recommended scoring criteria included in the Water and Sewer Task Force Report that may be used as a basis for the Board's decision. The second point was for the Board to discuss and decide how to determine the level of project participation that the City/WSEA funds would provide to projects.

There was additional discussion about accomplishing water or sewer connections to the systems once constructed. Various members talked about engaging a plumbing contractor to gain economies of scale and thus lower costs for multiple connections. John Craddock indicated that since properties widely varied in size and location of facilities that having property owners hire a private plumbing contractor was more appropriate.

The Board members discussed notice provisions to property owners that would be WSEA customers. The concern is how notice would be provided to a customer buying a house in the WSEA service area so the buyer would be made aware of the capital charges that would carry with the account. OGC will research the issue and make recommendations to the Board.

The goal for the May 12 meeting is to review and approve details for two projects to present to the City Council and seek a budget transfer for WSEA funds.

Jeanell Wilson adjourned the first part of the meeting and the group moved to a tour of proposed projects in the Ortega area and the Arlington YMCA.