

WATER & SEWER EXPANSION AUTHORITY MEETING MINUTES

Wednesday, June 9, 2004

Meeting Time: 2 p.m.

Location: Council Chamber

Members attending:

Jeanell Wilson, Chair

John Craddock, Vice Chair

Harriet Jones

Lawrence Jones

Chair Jeanell Wilson called the meeting to order. The Board approved the minutes from May 12, 2004 meeting. Nancy Kilgo gave an update on the executive director position indicating that Fred Odom, who has been recommended by the Mayor's office, would be contacting each member to meet before the next Board meeting. Nancy suggested that the Board consider a second meeting for June 23 to consider the executive director position after the Board members met with Mr. Odom. The Board agreed to a one-hour additional meeting to consider the executive director position and to hear an ethics presentation regarding ethics, Sunshine law and Public Records law from the Office of General Counsel.

The Board reviewed the draft by-laws prepared by Office of General Counsel's Christian Blalock. John Craddock recommended adopting the by-laws and indicated the by-laws could be changed as necessary over time. Changes were made to the draft by-laws including deleting mention of the treasurer position. Jeanelle Wilson discussed using the term "financial officer" rather than treasurer with duties determined as necessary. The Board discussed receiving a monthly or quarterly financial report from the appropriate financial officer, or the City department or the Board's executive director, when selected. John Craddock made a motion to approve the by-laws with the changes made as discussed with Christian Blalock.

Christian introduced a short resolution to approve the by-laws. Chair Jeanell Wilson asked for a motion of by-laws as amended. John Craddock moved acceptance of the resolution to adopt the by-laws, seconded by Lawrence Jones. Christian discussed with Chair Wilson the signature process for resolutions. The motion carried by Board vote.

Christian introduced resolutions on the two projects discussed at the May 12 Board meeting, the Triangular Estates neighborhood and the Arlington YMCA. Nancy discussed a coordination issue with JEA and City on BJP resurfacing and an effort to modify the process to flag the possible WSEA projects that were under consideration. The Board members discussed with Ed Hall and Nancy the importance of being sure the projects were identified on the BJP resurfacing list so that resurfacing would not be done ahead of WSEA projects, where avoidable, to save money. Ed Hall gave policy and process information in response questions from members Lawrence Jones and Harriet Jones. Christian explained that the terms of the two projects were approved at the May 12 meeting and the resolution memorialized the terms of the approvals.

Christian Blalock provided information on the process for budget item requests to the City Council including that the current understanding is to seek amendments to the City's Capital Improvement Program for each project. A resolution requesting transfer of the entire \$3,000,000 from the 2003/2004 City budget to the WSEA and subsequent individual project approvals through City Council was discussed. Jeanell Wilson asked if the \$3,000,000 from the 03/04

budget would be carried over to next fiscal year. Nancy Kilgo indicated she believed that was the intent of the City administration but that the 04/05 budget was being prepared so the question would need to be addressed by the administration.

Member Harriet Jones asked about the time frame for the budget resolution to move through City Council. Christian Blalock and Kerri Stewart of the Mayor's office advised that the process would take six to eight weeks minimum depending on the Council calendar. The Board approved a resolution regarding the budget items and for submittal of legislation to City Council.

Hamid Zahir gave brief updates on the proposed Clifton project and indicated that it will require more community outreach meetings to determine interest from the neighborhood. Hamid also indicated he had a meeting scheduled with staff from the Arlington YMCA.

Chair Jeanell Wilson asked if there was any public comment. Hearing none, the meeting was adjourned by Chair Wilson.