

WATER & SEWER EXPANSION AUTHORITY
BOARD MEETING MINUTES

Wednesday, September 15, 2004

Meeting Time: 2 p.m.

Location: City Hall, Committee Room A

Members attending:

Jeanell Wilson, Chair
John Craddock, Vice Chair
Harriett Jones
Lawrence Jones
Susan Rudd
Al Sinclair
Elaine Spencer

Chair Jeanell Wilson called the meeting to order. The Board approved the minutes from the August 11, 2004 meeting. Chair Wilson thanked Fred Odom and Sherry Hall for the preparation of the board resource manuals and welcomed Al Sinclair back. Chair Wilson then asked Fred Odom to proceed with a general update.

Mr. Odom provided an update on what the WSEA staff has been working on, including:

- Board resource manual: Mr. Odom provided an overview of the manual's contents
- Development of logo and stationary for the WSEA
- Development of preliminary Web site, located at www.coj.net - Departments - WSEA
- Individual meeting with each city council member are in progress
- WSEA representatives have attended four CPAC meetings to date and will continue to maintain a presence throughout the community
- Development of a one-page overview – “Why are we doing this?” – for community outreach, as well as a PowerPoint presentation to take the show on the road
- Staff is working to finalize policies and procedures and is scheduling an internal workshop to work through the details.
- Continual review of the Water and Sewer Task Force report to ensure we remain in compliance
- Submittal of the WSEA's first-year budget to council, which was approved in Finance Committee
- Staff is coordinating with BJP resurfacing
- Development and continual refinement of frequently asked questions
- Ongoing coordination with the Public Works Department to develop a way to interface and plan long-range

Mr. Odom then presented two cases as examples of how the group needs to establish policy. Case I looked at a potential neighborhood where only a few residents want service and are willing to pay the full freight. The question then becomes how the WSEA treats the later arrivals who will be coming on board. How much do those connecting later pay, and do those who participated initially get a rebate?

Case II looked at a potential neighborhood where a developer has approached the WSEA with interest in service and presents an adjacent neighborhood that wants to connect and is willing to pay. The question then becomes how the WSEA treats the developer (assuming no city contribution) and the initial residents who want to participate. How much do the residents pay vs. the developer, and do the initial residents get a rebate when future connections are made?

These Cases were presented as an example of the policies that Mr. Odom and his staff are working through.

Chair Wilson asked what the steps are in developing these procedures and policies.

Mr. Odom advised that the staff will meet and develop internal policy recommendations, which will then be presented to the board for approval.

Chair Wilson advised that the policy workshop should be held as soon as possible and that these policies need to be in place before too many decisions are made.

Chair Wilson also advised that staff use Triangle Estates and the YMCA as a base to start with on developing policies and procedures and expand as needed from there.

Al Sinclair commented that he would be inclined to see the WSEA offer refunds to those who initially participated after others come in at a later date. Chair Wilson commented that funds we add on after the fact should go to seed other projects instead of refunding and advised that the general rule should be not to refund. Christian Blalock cautioned that refunds or determinations as to WSEA participation must have some rational basis and based on a public purpose.

Mr. Odom proceeded to provide updates to the board on all current projects.

Triangle Estates: Project has been advertised and bids are due on October 12. It was decided at the recent community meeting to wait to start construction until after the Christmas holidays. The construction schedule is now January – May 2005.

The YMCA contract is currently under review. Christian Blalock is waiting on information from the YMCA's bank.

Mr. Odom presented Drury Lane, a water project, for initial approval by the board. Estimated construction costs are \$40,000 - \$50,000 to install 600 LF of 6-inch water main with one fire hydrant. There are six residents on the street, and all six are willing to participate. Christian Blalock introduced a short resolution to approve moving forward on Drury. The resolution authorizes the WSEA to move forward on plans and take the project to city council for funding approval. Susan Rudd asked if they were also interested in sewer. Brenda Forbes informed the board that the sewer is cost prohibitive. After further discussion regarding participation levels and financing terms, a motion was made to approve the project to move forward at 30 percent participation financed at 6 percent over 20 years. The motion was seconded and carried by Board vote.

Mr. Odom presented Clark Road as the next project for approval. West Westmoreland was in attendance representing the Truth for Living Ministries Church. The total cost of this water project is estimated at \$25,000. The church is asking for financing, and no city participation will be granted. The church is not interested in sewer at this time as it is too far away and is cost prohibitive. There is a portable trailer company next door to the church who may also be interested in participating in the water project. Mr. Westmoreland is going to touch base with the company to determine their interest.

After some discussion and encouragement from John Craddock to make sure the company next door to the church is contacted as soon as possible to determine if they would like to participate, Christian Blalock introduced a resolution for initial approval of the project. A motion was made to approve financing the project at 6 percent interest with 0 percent participation over 20 years. The motion was seconded and carried by Board vote.

Mr. Odom presented a final project on Timuquana Road. A property owner, John Carey, has recently completed construction of a portion of a sewer line. As he was doing that, he noticed that other residents might be interested and learned about the WSEA. There are 12 interested residents in all, including Mr. Carey. The total cost is \$77,000, or \$6,400 per household. Mr. Carey would like to be reimbursed for the portion of the line (1400 of 2150 feet needed, or \$18,000) he has already put in, minus his WSEA participation amount. A motion was made to approve the project at 30 percent participation and reimburse Mr. Carey for the portion of the line he had already installed. The motion died for lack of a second. Another motion was made to defer this project until the next board meeting to allow time for further due diligence on the reimbursement issue. Motion was seconded and approved by Board vote.

Sherry Hall then gave an update on upcoming community meetings and other outreach activities, including the WSEA Web site. A meeting with the Clifton area was scheduled but cancelled due to weather. That meeting will be rescheduled soon. Outreach meetings are also scheduled for the Larson Acres and Putnam/Hudnall areas.

Chair Wilson asked if there were any other comments from the audience. Hearing none, the meeting was adjourned.