

UTILITY ADVISORY BOARD
Thursday, June 15, 2023
8:30 – 9:30 am
1300 Market Ave SW
AGENDA

1. Approval of Minutes – May 18, 2023
2. Public Comments on Agenda Items
3. Approval of Agenda
4. 2023 Water/Sewer Rate Study - Jenessa Carter
 - a. Schedule
 - b. USD Size Recommendations
5. Updates
 - a. May Awards – Jeff McCaul
 - b. Biodigester – Jared Grabinski
6. Public Comments
7. Items from Members
8. Next Meeting – July 20, 2023
9. Adjournment

UTILITY ADVISORY BOARD
Thursday, May 18, 2023
8:30 – 9:30 am
1300 Market Ave SW
MINUTES

Call to Order

The meeting was called to order at 8:32 am by Mr.Hurt.

Members Present

Sam Giffel, Tai Verbrugge, Jenessa Carter, Wayne Jernberg, James Hurt, Doug La Fave, Alex Fleet, Jim Kirkwood, Todd Boerman, Mark Bennett, Darrel Schmalzel, Julius Suchy, Aric Thorne, Jared Grabinski, Tiffany Berry, Tim Burkman, Jeff McCaul, Ben Swayze

Others Present

Andrew Meyer, Jessica Wood

Approval of Minutes – April 20, 2023

Motion to approve the agenda by Mr. La Fave and second by Mr. Jernberg.

MOTION CARRIED.

Public Comments on Agenda Items

None

Approval of Agenda

Motion to approve the agenda by Mr. Suchy and second by Mr. Fleet.

MOTION CARRIED.

Hydrant Fee Billing Option

Mrs. Giffel presented the Hydrant Fee Billing Option to the board; partner communities may elect to pay a hydrant fee for the operation, maintenance, and use of each fire hydrant within their Utility Service District. The memo includes the number of hydrants per partner community and fee. Please, email Mr. Giffel by June 23 if your community wishes to participate.

Updates

April Awards

Mr. McCaul reported to the board that three projects were awarded in April. The first project is for the rotomill and resurfacing of Robinson Rd from Woodmere Ave to Plymouth Ave. The second project is to improve the beachfront at the Lake Michigan Filtration Plant. The third project is the fourth award for the replacement of private lead service lines as part of the EPA grant.

Biodigester

Mr. Grabinski updated the board on the biodigester; the phosphorus recovery process of the biodigester is now live. He is working with DTE and Consumers to amend the current contracts. Staff continues to work with contractors on the electrical issues being experienced, and they are awaiting the DFVs for the digestors to install the larger pumps and reach the design capacity.

Partner Community Contract Extensions

Mr. Jessica Wood, an attorney with Dickinson Wright, presented the board with the Fifth Extension for the Sewer and Water Partner Agreements. The initial agreement was 30 years and allows for five-year extensions. This is the 5th extension to the agreement. Each partner community must return a signed copy of the agreement to the City before the end of the year. The Grand Rapids City Commission must then approve the agreements. For questions about the contacts, please reach out to Jessica Wood.

Mrs. Carter commented that if partner communities expect changes to their USD, please let her know before the next meeting. The board must vote on the USD size recommendations for the 2023 Rate Study at the June meeting.

Public Comments

None

Items from Members

Mr. La Fave reported that East Grand Rapids Council approved a contract to purchase gas from the biodigester. Mr. Hurt informed the board that City is taking applications for the Environmental Services Manager position.

Mr. Jernberg informed the board that the City is meeting with the Michigan Department of Health and Human Services about implementing a lead education campaign and distribution of filters in homes with lead service lines. More information is to come in the next few weeks.

Next Meeting – June 15, 2023

Adjournment

The meeting was adjourned at 9:05 am by Mr. Hurt.

MEMORANDUM

CITY OF GRAND RAPIDS

DATE: June 15, 2023

TO: Utility Advisory Board

FROM: Jenessa B. Carter
Utility Financial Officer

SUBJECT: 2023 Water/Sewer Rate Study Schedule

Below is the 2023 Water/Sewer Rate Study Schedule:

2023 Rate Study Schedule – Major Tasks	Date
UAB Meeting: Approval of USD Size	06/15/2023
Verification of zoning maps/flow percentages	08/17/2023
UAB Meeting: Presentation of Task 30 – Fees, Charges and Penalties	10/19/2023
Capital needs requests due from customer communities	10/19/2023
Provide Preliminary Rate Study to UAB partners and customer communities (Begin 30-day UAB review and comment period – ends on 12/09/2023)	11/09/2023
Present Preliminary Rate Study to City of Grand Rapids Commission (Initiation of 20-day public comment period – ends on 12/04/2023)	11/14/2023
UAB Meeting: Presentation of the Preliminary Rate Study to UAB partners and customer communities	11/16/2023
Approval of resolution for Grand Rapids rates and fees to be effective January 1, 2024	12/12/2023
Approval of resolution for customer community rates and fees to be effective January 1, 2024	12/12/2023
Notification to customer communities of City Commission’s approval of the rates and fees to be effective in 2024	12/14/2022

If you have any questions, please contact Molly Clarin at (616) 456-3269 or meastman@grand-rapids.mi.us.

MEMORANDUM

CITY OF GRAND RAPIDS

DATE: June 15, 2023

TO: Utility Advisory Board

FROM: Jenessa B. Carter
Utility Financial Officer

SUBJECT: 2023 Water/Sewer Rate Study USD Size Recommendations

Below are the USD size recommendations for the 2023 Water/Sewer Rate Study:

	Water	Sewer
Grand Rapids	45.344	45.346
Walker	24.842	19.230
Kentwood	13.523	14.227
Cascade	21.132	16.814
Grand Rapids Township	10.960	8.582
Tallmadge Township	2.780	2.617
Wright Township	-	0.898
East Grand Rapids	3.370	3.370
Ada	7.215	7.258
Caledonia Township	-	2.499
(Total Square Miles)	129.166	120.841

Please find the attached historical Water/Sewer USD areas by customer community and rate study year. Upon being returned to the City of Grand Rapids, the updated and signed USD maps by customer community will be found on the City's website under the Customer USD Maps section here: <https://www.grandrapidsmi.gov/Government/Boards-and-Commissions/Regional/Utility-Advisory-Board-Documents>.

If you have any questions, please contact Molly Clarin at (616) 456-3269 or meastman@grand-rapids.mi.us.

JBC

