

**UTILITY ADVISORY BOARD**  
**Thursday, August 17, 2023**  
**8:30 – 9:30 am**  
**1300 Market Ave SW**  
**MINUTES**

1. Approval of Minutes – June 15, 2023
2. Public Comments on Agenda Items
3. Approval of Agenda
4. 2023 Water/Sewer Rate Study
  - a. Adoption of the 2023 Water/Sewer Rate Study USD Size Recommendations
5. Updates
  - a. July Awards – Jeff McCaul
  - b. Kent County Community Action(KCCA) Q2 – Samarhia Giffel
  - c. Partner Community Service Agreements – James Hurt
  - d. GRCC Water Career Program – Wayne Jernberg
  - e. 2023 Lead and Copper Rule Sampling – Wayne Jernberg
  - f. Kent County Health Department Filter Distribution – Wayne Jernberg
6. Public Comments
7. Items from Members
8. Next Meeting – September 21, 2023
9. Adjournment

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

**Call to Order**

The meeting was called to order at 8:34 am by Mr.Hurt.

**Members Present**

Zachary Gagnon, Tai Verbrugge, Kolene Allen, Jenessa Carter, Wayne Jernberg, James Hurt, Alex Fleet, Tim Burkman, Todd Boerman, Darrel Schmalzel, Ed Robinette, Michael DeVries, James Ouzts, Tiffany Berry, Jared Grabinski, Jeff McCaul, Molly Clarin

**Approval of Minutes – May 18, 2023**

Motion to approve the minutes by Mr. Burkman and second by Mr. Jernberg.

MOTION CARRIED.

**Public Comments on Agenda Items**

None

**Approval of Agenda**

Motion to approve the agenda by Mr.Jernberg, second by Mr. Ouzts.

MOTION CARRIED.

**2023 Water/Sewer Rate Study**

Mr. Hurt informed the board that Mrs. Carter accepted another position with another organization, and her last day is today. Mrs. Clarin and Mr. Verbrugge will oversee the Rate Study until Mrs. Carter's role is filled.

Mrs. Carter presented the rate study schedule to the board. She recommends rescheduling the November board meeting a week earlier due to Michigan deer hunting season and concerns about quorum. The preliminary Rate Study will be presented to the board in November, and City Commission is scheduled to approve the new rates on December 12. The new rates will take effect on January 1, 2024.

Mrs. Carter presented the Utility Service District (USD) Size Recommendation Memo for the 2023 Water/Sewer Rate Study to the board. There are no changes to the current USD, but if partner communities have changes to the USD, please get in touch with Mrs. Clarin by June 30<sup>th</sup>.

## Updates

### *May Awards*

Mr. McCaul reported to the board that three projects were awarded in May for replacing the Motor Control Center at the North Primary Control Building, Resurfacing of Ball Avenue, and Private Lead Service Line Replacements.

See the UAB report for more information about the May awards.

### *Biodigester – Jared Grabinski*

Mr. Grabinski reported that the contract addendum with DTE is being reviewed by the Attorney's office, and the electrical contract with Consumers has been signed by the City. Staff continues to work on phosphorus recovery. The sludge pumps are on site, but staff is waiting for the EFVs for the installation of the pumps. Gas production is going smoothly.

Mr. Hurt said that the installation of the EFVs and pumps are the last major component of the project.

## Public Comments

None

## Items from Members

Mr. Hurt presented Mrs. Carter with a plaque and thanked her for her years of service to the board. Mr. Jernberg presented Mrs. Carter with a Water System challenge coin and thanked her for her years of leadership in leading the annual rate study.

Mr. Jernberg said that The Michigan Department of Health and Human Services (MDHHS) contacted the Water System about implementing a lead awareness program that includes lead education and water filter distribution. The Water staff will be present at water distribution sites that are scheduled for late June and early July to help answer questions.

## Next Meeting – July 20, 2023

## Adjournment

The meeting was adjourned at 9:06 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 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](mailto:meastman@grand-rapids.mi.us).

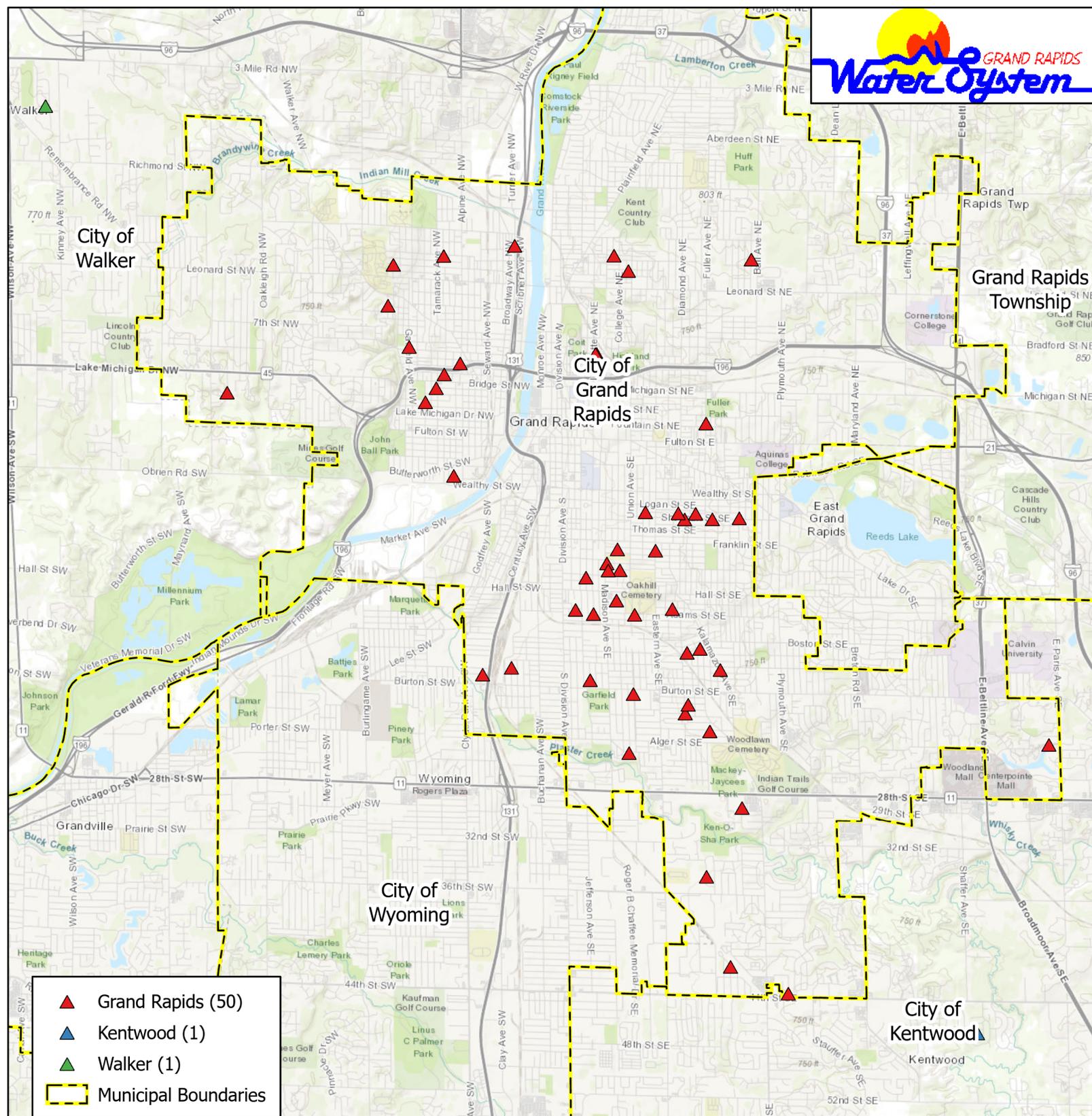
JBC

**Water/Sewer UAB Report  
July 2023**

<b>Project Name</b>	<b>Contractor</b>	<b>Award Date</b>	<b>Substantial Completion Date</b>	<b>Final Completion Date</b>	<b>Water Fund Authorized NTE Amt</b>	<b>Sewer Fund Authorized NTE Amt</b>	<b>Est. Year for Rates</b>	<b>Integrated (Y/N)</b>
Low Lift Crib Chlorine Line Repair at LAKE MICHIGAN FILTRATION PLANT	Freedom Construction and Consulting, Inc.	7/11/2023	N/A	N/A	\$178,035.00	N/A	2025	Y
Reconstruction of MILTON STREET from Carlton Avenue to Norwood Avenue	Lodestar Construction, Inc.	7/11/2023	10/20/2023	5/24/2024	\$98,027.00	\$6,365.00	2024	N (GR)
Replacement of North Header Flowmeter at Market Avenue Pump Station	Allied Mechanical Services, Inc.	7/25/2023	1/3/1900	8/31/2024	N/A	\$464,324.00	2025	N (GR)

**Kent County Community Action (KCCA)  
Water/Sewer Payment Assistance Program  
Contract Years 2023 & 2022  
Second Calendar Quarter - April 1 thru June 30**

	2023		2022	
	Q2	YTD	Q2	YTD
<b>City of Grand Rapids</b>				
ICB Authorized		\$ 130,446.00		\$ 132,399.00
Non-Operating Revenue Authorized		\$ 80,000.00		\$ 80,000.00
ICB Total Funding		\$ 210,446.00		\$ 212,399.00
<b>KCCA</b>				
Total Assistance Award(s)	\$ 16,944.67	\$ 35,568.21	\$ 10,348.41	\$ 33,156.49
Total Administrative Fee(s)	1,694.47	3,556.82	3,315.64	3,315.64
Total ICB Used	<u>\$ 18,639.14</u>	<u>\$ 39,125.03</u>	<u>\$ 13,664.05</u>	<u>\$ 36,472.13</u>
Total ICB Reimbursed	\$ 18,639.14	\$ 39,125.03	\$ 13,664.05	\$ 36,472.13
Q1 Reimbursement	\$ (20,485.89)	\$ (20,485.89)	\$ (22,808.00)	\$ (22,808.00)
Q2 Reimbursement	\$ (18,639.14)	\$ (18,639.14)	\$ (13,664.05)	\$ (13,664.05)
Q3 Reimbursement	\$ -	\$ -	\$ -	\$ -
Q4 Reimbursement	\$ -	\$ -	\$ -	\$ -
ICB Remaining Authorized Funds		\$ 91,320.97		\$ 95,926.87
ICB Remaining Non Operating Funds		\$ 80,000.00		\$ 80,000.00
<b>Demographic Summary</b>				
Household(s) Served	52	108	39	106
Person(s) Served	141	283	130	342
Average Household Size	2.71	2.62	3.33	3.23
Single Head of Family Served	24	39	27	75
Average Assistance Amount	(\$325.86)	(\$329.34)	(\$224.06)	(\$312.80)
Failed Screening Process	7	16	0	0
Denied After Completed Process	0	0	0	3
Repeat Household(s) Served	1	1	3	3
<b>Jurisdiction Summary</b>				
Grand Rapids	50	105	39	106
Cascade Township	0	0	0	0
Grand Rapids Township	0	0	0	0
Kentwood	1	1	0	0
Tallmadge Township	0	0	0	0
Walker	1	2	0	0
Wright Township	0	0	0	0



- ▲ Grand Rapids (50)
- ▲ Kentwood (1)
- ▲ Walker (1)
- Municipal Boundaries

# 2023 - 2nd Quarter KCCA/ICBAP Clients



0 0.5 1 2 3 Miles

