

DRAFT



MINUTES

**CITIZENS UTILITY ADVISORY COMMISSION
OASIS WATER CAMPUS
7070 NORTHERN AVE.
GLENDALE, ARIZONA 85303**

**OCTOBER 4, 2023
6:00 P.M.**

1. CALL TO ORDER

Vice Chair Ford called the meeting to order at 6:15 p.m.

2. ROLL CALL

Present: Robin Berryhill, Chair
Amber Ford, Vice Chair
Srikanth Grandhi, Commissioner
Scott Scherer, Commissioner

Attendees: Ron Serio, P.E., Director, Water Services
Katrina Alberty, Deputy Director, Water Services
John Henny, Deputy Director, Water Services
Megan Sheldon, Deputy Director, Water Services
Lisa Esquivel, Administrator Department Support Services, Water Services
Alana Reid, Management Assistant, Water Services
Michelle Woytenko, Director, Field Operations
Kimberly Mackert, Administrator Financial Programs, Field Operations
Stacy Mawhiney, Account Specialist, Field Operations
Nancy Mangone, Deputy City Attorney, City Attorney's Office

3. CITIZEN COMMENTS

None.

4. APPROVAL OF THE MINUTES

- a. Citizen Utility Advisory Commission Minutes of January 4, 2023.

Motioned by Vice Chair Amber Ford, seconded by Chair Robin Berryhill to approve the minutes of the January 4, 2023 Citizens Utility Advisory Commission Meeting as written. Motion carried 2 – 0 – 2.

AYE: Chair Robin Berryhill
Vice Chair Amber Ford
Other: Commissioner Srikanth Grandhi (ABSTAIN)
Commissioner Scott Scherer (ABSTAIN)
Passed

5. OPEN MEETING LAW AND ROBERTS RULES TRAINING

a. Open Meeting Law and Roberts Rules Training

Ms. Mangone gave a presentation on Open Meeting Law and Roberts Rules Training, which included information on the following:

- Arizona Statutes
- Open Meeting Law
 - Agendas
 - Meetings and Quorum
 - Purpose and Composition of CUAC
 - Records
 - Executive Session
 - Violations
 - Penalties
- Roberts Rules of Order – General Principles
 - Motions
 - Debate
 - Voting

Commissioner Grandhi inquired about the minutes process. Ms. Alberty and Ms. Mangone explained the general process of minute-taking, recording, and posting of the minutes.

Vice Chair Ford inquired about how to request an agenda item. Ms. Mangone said it has been a practice all year to discuss setting the monthly agenda items for the meetings and said agenda items could be added for future meetings. Vice Chair Ford said in the past, the Commission had suggested Water Update agenda topics and was informed it may not be in the purview of the Commission. Ms. Mangone said it depended on the request, which should relate to the City of Glendale. Ms. Mangone said the Commissioners could request written information and once the written information was reviewed, it could later be requested to be placed on the agenda.

6. WATER RESOURCES UPDATE

a. Water Resources Update

Ms. Megan Sheldon, Deputy Director, Water Services, gave a presentation on:

- The City's water usage and water portfolio.
- Stages of drought.
- The Salt River water supply and the conditions on the Colorado River.
- What is the City doing to prepare for the future for less water.

Commissioner Grandhi inquired about the drought stages. Ms. Sheldon explained the authority levels for declaring the different drought stages in the City.

Commissioner Grandhi asked if there was more room for water conservation. Ms. Sheldon explained how the City was looking at more conservation efforts, such as removing turf in medians and other areas that were being xeriscaped.

7. FINALIZE CY2023 CALENDAR AND TOPICS

- a. Finalize CY2023 Calendar and Topics
Ms. Esquivel presented the CY2023 Calendar and Topics.

Motioned by Vice Chair Amber Ford, seconded by Commissioner Scott Scherer to accept the CY2023 Calendar and Topics as presented. Motion carried 4 – 0.

AYE: Chair Robin Berryhill
Vice Chair Amber Ford
Commissioner Srikanth Grandhi
Commissioner Scott Scherer
Passed

8. CHAIR AND VICE CHAIR RECOMMENDATIONS

- a. Chair and Vice Chair Recommendations
Ms. Esquivel said recommendations need to be made for Chair and Vice Chair for CY2024.

Motioned by Vice Chair Amber Ford, seconded by Commissioner Scott Scherer to recommend Commissioner Berryhill as Chair of the Citizens Utility Advisory Commission for CY2024. Motion carried 4 – 0.

AYE: Chair Robin Berryhill
Vice Chair Amber Ford
Commissioner Srikanth Grandhi
Commissioner Scott Scherer
Passed

Motioned by Commissioner Scott Scherer, seconded by Commissioner Srikanth Grandhi to recommend Commissioner Ford as Vice Chair of the Citizens Utility Advisory Commission for CY2024. Motion carried 4 – 0.

AYE: Chair Robin Berryhill
Vice Chair Amber Ford
Commissioner Srikanth Grandhi
Commissioner Scott Scherer
Passed

9. STAFF UPDATES

- a. Staff Updates
Mr. Serio gave the following update:

- Welcomed new Commissioner Grandhi and Commissioner Scherer
- Council approved staff's proposed amendments to conservation rebates, which had a previous annual budget of \$50,000 for xeriscaping. However, this was expanded to include other conservation measures.

Ms. Woytenko gave the following update:

- A fuel surcharge was instituted in July 2023, which was initially \$1.24, but was now dropped to \$0.94. This matter will be brought back to the Commission, as the rate is set annually.
- At the Landfill, a \$2.00 fee was added to non-Glendale accounts.
- Enhanced outreach is being conducted due to high contamination counts for the recycle program.

Glass has now been added to the program as recyclable. Good Job tags are utilized as encouraging educational efforts.

10. COMMISSIONER COMMENTS AND SUGGESTIONS

Vice Chair Ford commented on the good meeting.

Commissioner Grandhi appreciated the job done by staff in preparing for the meeting.

Commissioner Scherer commented on the recycling and expressed appreciation of the meeting.

Chair Berryhill thanked staff.

11. FUTURE AGENDA ITEMS

a. November 1, 2023

Chair Berryhill announced the following:

- November 1, 2023:
 - 1. Water Services Financial Update
 - 2. Water Services CIP Project Status
 - 3. Solid Waste/Landfill Update

12. NEXT MEETING

The next regular meeting of the Citizens Utility Advisory Commission will be held on November 1, 2023, at 6:00 p.m., at the Oasis Water Campus, 7070 W. Northern Ave., Glendale, Arizona, 85303.

13. ADJOURNMENT

Motioned by Commissioner Scott Scherer, seconded by Commissioner Srikanth Grandhi to adjourn the meeting at 7:56 p.m. Motion carried 4 – 0.

AYE: Chair Robin Berryhill
Vice Chair Amber Ford
Commissioner Srikanth Grandhi
Commissioner Scott Scherer

Passed

The Citizens Utility Advisory Commission meeting minutes of October 4, 2023, were submitted and approved this ___ day of _____, 2023.

Denise Kazmierczak
Recording Secretary