

MINUTES OF THE GILBERT PUBLIC WORKS ADVISORY BOARD, IN REGULAR MEETING OF MONDAY, OCTOBER 2, 2023, AT 3:00 PM, MUNICIPAL BUILDING I, HERITAGE CONFERENCE ROOM 300, GILBERT, ARIZONA

MEMBERS PRESENT: David Barazoto, Matt Carpenter, Sam Elliott, Greg Froehlich, Jason Gilmore, Karen Goldwasser, Jason Robinson, and Fariya Sharif

MEMBERS ABSENT: Eric McLeskey

STAFF PRESENT: Public Works Director Jessica Marlow, Assistant Public Works Directors Eric Braun and Giao Pham, Administrative Assistant III Tonya Holmes, Water Manager Rebecca Hamel, Water Quality Supervisor Anthony Shaver, Solid Waste & Recycle Manager Paul Montes, Deputy Town Clerk Judy Martinez

GUESTS PRESENT:

ADMINISTRATIVE ITEMS

1. Call to Order

Assistant Public Works Director Pham called the meeting to order at 3:07 p.m.

2. Roll Call

Administrative Assistant Tonya Holmes called roll and declared a quorum present.

AGENDA ITEMS

3. Approve August 24, 2023 and September 18, 2023 Minutes

Giao presented the draft minutes with edit recommendations, Board Member Matt Carpenter motioned to approve both August 24, 2023 and September 18, 2023 minutes. Board Member Karen Goldwasser seconded the motion. Minutes were approved unanimously by a show of hands.

4. Review of Bylaws

Assistant Director Giao Pham presented an updated draft of the proposed Public Works Advisory Board Bylaws with suggested edits, as well as a comments section, to clarify and address Public Works Advisory Board Member's comments and questions that were received after the first review of the Bylaws. The new draft with edits will be sent out to all Board Members for review prior to the October 16, 2023 meeting. Bylaws review and possible adoption will be moved to the October 16, 2023 agenda.

5. Deep Dive Solid Waste & Recycle and Water.

Assistant Director Eric Braun began by outlining the details of the presentation to include an in-depth discussion of Gilbert's Water services, infrastructure and Solid Waste & Recycling services and cost pressures affecting these two utilities. He also gave an example of a municipal water crisis and potential causes for such, noting Gilbert's "City of the Future" initiative, which aims to avoid future failure issues, and provide excellent public service with a goal of never breaking community trust. He asked that all questions be asked and answered at the end of each line of service presentation.

Assistant Director Eric Braun advised that at the next two Public Works Advisory Board meetings, Staff will present more information on the cost associated with Water and Solid Waste & Recycle utilities, as well as rate discussions.

Water Manager Rebecca Hamel provided the organizational structure of the Water Division, including Water Production, Water Quality Assurance and Water Distribution. She also provided information on the Town's water infrastructure, such as water treatment plants, wells, valves, hydrants and water lines, continuing with a deeper dive into each area of infrastructure and projects associated with them. *Due to a technical issue, a video imbedded in this portion of the Water presentation was not able to be played.*

Water Manager Rebecca Hamel continued with information on water resource pressures, challenging market conditions, and budget items. After completion of the presentation, Board Member David Barazoto requested to review a previous slide for his notes. Board Member Karen Goldwasser had a few clarification questions and Board Member Greg Froehlich had a few additional follow up questions. Water Manager Rebecca Hamel and Public Works Director Jessica Marlow clarified and provided answers.

Solid Waste & Recycling Manager Paul Montes then presented for Solid Waste & Recycle and each line of service, including Outreach & Education, Collection

Inspections, Container Maintenance, Bulk Trash, Residential Trash and Recycling Collections, HHW and Commercial Collections. He also provided a comparison of other valley cities to Gilbert in regard to different lines of service, tonnage of collections and disposal, and utility rates. He also presented information pertaining to current struggles, including procurement and cost pressures, recycling market changes, disposal rates and fees.

Board Member Goldwasser had questions regarding recycling fees and processes, and relationships at County and State levels. Solid Waste & Recycling Manager Paul Montes, Assistant Public Works Director Giao Pham and Public Works Director Jessica Marlow helped answer those questions and additional relative questions from other Board Members.

Eric wrapped up the presentation with a discussion on Rate Increase Process Steps and future meetings in order to share the precision of what that looks like. In March of 2023, Public Works Director Jessica Marlow and Public Works Assistant Directors Eric Braun and Giao Pham spoke with Council and shared specifics related to financial struggles, thus, allowing a rate study to be conducted. Assistant Director Eric Braun explained that at the next two Public Works Advisory Board meetings, Staff will share what rate increases look like for each of these utilities, as well as some rate alternatives and will request a recommendation from the Board to present to Council. Staff will present the recommendation to Town Council at the Council Retreat in early November. The recommendation will then be on the agenda for the November 28, 2023 Council Meeting as a request for notice of intent, to increase rates. Staff will also share with the Public Works Advisory Board, some related items that are not necessarily required, but are actions that could be valuable in sharing the rate increase message with the community. In February 2024, Public Works Staff will ask Council to do the formal vote to adopt those rates in an effort to have them in place by April 1, 2024.

Public Works Assistant Director Eric Braun reiterated that these efforts all circle back to trust; the community's trust in the Town of Gilbert and Gilbert Public Works, quoting "Trust takes years to build, seconds to break and forever to repair".

6. Selection of Chair & Vice Chair

Assistant Public Works Director Giao Pham led the discussion for nominations. Board Member Karen Goldwasser nominated Board Member Fariya Sharif to be elected as Chair, Board Member Sam Elliott seconded the nomination, Board Member Fariya Sharif was elected for unanimously by a show of hands. Board Member Matt Carpenter nominated Board Member Sam Elliott to be elected as Vice

Chair, Board Member David Barazoto seconded the motion, Board Member Sam Elliott was elected unanimously by a show of hands.

COMMUNCIATIONS

7. Report from Staff

There was no report from Staff.

8. Report from Board Members

Board Member Karen Goldwasser requested a paper copy of the 2024 – 2033 CIP Book. Administrative Assistant Tonya Holmes provided her with one after meeting adjourned.

9. Report from Council Liaisons

There was no report, as Councilmember Koprowski was not present.

10. Report from Chair

There was no report from Chair.

11. Future Agenda Items

- Approve Public Works Advisory Board meeting minutes from October 2, 2023.
- Review and possible adoption of Public Works Advisory Board Bylaws.
- Rate alternatives presentation and development of Council recommendations.

CONCLUSION

12. ADJOURN

Assistant Public Works Director Pham adjourned the meeting at 5:01 p.m.

ATTEST:

Fariya Sharif, Chair

Giao Pham, Staff Liaison