

**MINUTES
CARBONDALE BOARD OF TRUSTEES
WORK SESSION
MARCH 21, 2017**

CALL TO ORDER:

Mayor Dan Richardson called the Board of Trustees Work Session to order on February 21, 2017 at 6:02 p.m. in the Town Hall meeting room.

The following members were present:

Mayor	Dan Richardson
Trustees	Katrina Byars
	Heather Henry
	Marty Silverstein

Staff Present	
Town Manager	Jay Harrington
Clerk	Angie Sprang
Utilities Director	Mark O'Meara
Finance Director	Renae Gustine
Public Works Director	Kevin Schorzman

ENVIRONMENTAL CHARTER STRATEGIC PLANNING

The Board met with Scott Mills and Patrick Hunter, members of the Carbondale Environmental Commission and discussed environmental charter strategic planning.

The board plans to expand on the idea of creating an environmental charter, and plans create a set of "environmental guiding principles" that will impact more than just environmentally related decisions or serve as just an ecological mission. The board would like the environmental guiding principles to impact financial, social, and environmental decisions of the Town and serve as a guide impacting all decisions. The principals will be referenced in the Town's mission statement.

This item is reserved for further discussion, from which guiding principles are to be created.

BUDGET DISCUSSION

The Board met with Renae Gustine, Finance Director, regarding the annual budget.

The board would like the budget to tell a story of the town, not just in numbers. The evolutionary budget process takes 6 months of the year, and audits take place the other 6 months of the year. During the budget building process the Finance Director provides budget updates to the board. The budget is a complex, with many funds, and

can be difficult for the lay person to understand. The audits are looking for opportunities to consolidate funds this year.

Per the board request Renae Gustine, Finance Director, will provide some educational materials to the board to help them better understand the budget process and the Town budget.

WATER RATES & TAP FEES

The Board met with Kevin Schorzman, Public Works Director, and Mark O'Meara, Utilities Director, to discuss water rates and tap fees.

The following points were made:

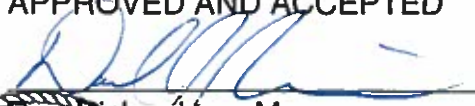
- \$34 million invested in water, including 3 treatment plants & 40 miles of pipe, which needs to be properly maintained. With the current rate and tap fee structure, the funds will not be available when needed.
- Carbondale needs to grow capital funds for upcoming replacements.
- There are fixed costs regardless of use, and the present rating and tap fee structure doesn't cover fixed costs. Funds are being depleted.
- An enterprise versus tax model was discussed, and the consensus was that an enterprise system meets Carbondale's needs better than a tax model.
- The board is open to financing plant replacement, but would like to steer away from any financing of repairs and maintenance.
- The board recognizes a need to increase the rates.
- The board would like a fee assistance program for low income families in Carbondale, such as Holy Cross or Lift Up.

This item is reserved for later discussion at the May 23, 2017 board meeting. Kevin Schorzman and Mark O'Meara will continue research and return to the board with a proposed fee structure. Jay Harrington will explore options for a low income fee assistance program.

ADJOURNMENT

The March 21, 2017 work session adjourned at 8:47 p.m. The next regular scheduled meeting will be held on March 28, 2017, at 6:00 p.m.

APPROVED AND ACCEPTED


Dan Richardson, Mayor

ATTEST:


Angie Sprang, Clerk Assistant

