

**CHARLOTTE WATER
ADVISORY COMMITTEE
MINUTES OF MEETING
November 19, 2015**

Charlotte Water Advisory Committee met Thursday, November 19, 2015, 2:30 pm at 4222 Westmont Drive, Charlotte, North Carolina.

Members Present: Jim Duke, Jim Merrifield, Leslie Jones, Frank McMahan,
Ron Charbonneau, Pride Patton, Ralph Messera

Members Absent:

Staff Present:	Barry Gullet	Utilities Director
	Jennifer Frost	Assistant to Director
	Barry Shearin	Deputy Director
	Chad Howell	Business Manager
	Karen Weatherly	City Attorney
	Frederica Love	Procurement
Guest:	Nancy Rosado	Charlotte Business INclusion (CBI)
	Arturo Reynoso	Charlotte Business INclusion (CBI)

Safety Minute

Protective Clothing

Minutes

A motion was made by Ron Charbonneau, and seconded by Frank McMahan, to approve the October 2015 Minutes. Motion was approved.

Charlotte Business INclusion Program (CBI)

The Charlotte Business INclusion Program represents a diverse entity that seeks to improve competition and retain participation of small, minority and women owned firms in City contracting. Nancy Rosado and Arturo Reynoso spoke to Charlotte Water's Advisory Committee to increase awareness and further reemphasize interdepartmental goals shared with Charlotte Water and throughout the City. Key functions that are within this office are:

- To administer Citywide MWSBE (Minority, Women, and Small Business Enterprise) programs
 - MBE: A business enterprise in which at least 51% is owned, operated, and controlled by one or more members of a minority race.
 - WBE: A business enterprise in which at least 51% is owned, operated, and controlled by one or more women.
 - SBE: A business enterprise in which at least 51% is owned, operated, and controlled by one or more individuals who meet the City of Charlotte's small business eligibility.
- Review and maintain CBI Policy compliance

- Work with internal department liaisons to establish participation goals, ensure monitoring and track bid and project goals.
- Track and Report CBI spending
 - Provide each department a list of transactions that are required to be reviewed for inclusion or exclusion on a quarterly basis.
- Community Outreach
 - No cost workshops, seminars, and networking events to certified firms.

CBI and Charlotte Water have a good history of working together implementing the MWSBE program.

Water Quality Issue Update

Charlotte Water staff has continued to monitor and test on a quarterly basis the detection of disinfection by-products known as trihalomethanes (THMs). November marked the end of the water sampling quarter; Charlotte Water continues to be compliant with U.S. Environmental Protection Agency (EPA) Safe Drinking Water and N.C. Department of Environment and Natural Resources (DENR) requirements. Lower water temperature, ample amounts of rainfall and the Utility's water main flushing program have helped significantly.

Financial Update

Currently, Charlotte Water's water and sewer sales continue to be on target. Connection and capacity fees are trending slightly above projections.

Hot Topics

Charlotte Water staff participated in the NC-AWWA-WEA Annual Conference as moderators, presenters, trainers and event planners.

- Operations Challenge Team won several competitions and will represent NC AWWA-WEA and Charlotte Water nationally in New Orleans at the 2016 Water Environment Conference Operations Challenge event.
- Darrell Dewitt was presented the William D. Hatfield award for outstanding performance and professionalism.
- Angela Lee and Carolyn Ross were sworn in as members of the NC-AWWA-WEA Board of Trustees
- Jean Creech was inducted into the Select Society of Sanitary Sludge Shovelers (5-S)

Union County Plant

Charlotte Water staff operating the Union County wastewater plants has continued to retain quality service levels without any major interruptions while staying within budget.

Charlotte Water / Raleigh Knowledge Exchange

Charlotte Water and City of Raleigh Public Utilities staff held a workshop to develop cross training ideas to effectively communicate Management Success, Strategic Business Planning, Community Stability, along with a host of worthy topics to navigate successfully throughout a Utility. This partnership originated about two years ago when a contingent of Raleigh's leadership team spent some time with Charlotte Water staff sharing knowledge and collaborating on common issues.

December Meeting Cancellation - A motion was made by Jim Duke and seconded by Ron Charbonneau to cancel December's Advisory Committee until January 2016.

Meeting Adjourned – 3:45 p.m. TGN