

**CHARLOTTE WATER
ADVISORY COMMITTEE
MINUTES OF MEETING
April 25, 2019**

Charlotte Water Advisory Committee met Thursday, April 25, 2:30 pm at Charlotte Water.

Members Present: Leslie Jones, Dorian Carter, Barbara Bleiweis, Barry Webb, Frank McMahan (phone)

Members Absent: N/A

Staff Present:	Angela Lee	Director
	Shawn Coffman	Deputy Director
	David Czerr	Deputy Director
	Chad Howell	Chief Financial Officer
	Steve Miller	Customer Service Manager
	Karen Weatherly	City Attorney
	Carl Wilson	Chief Engineer

Approval of Minutes

A motion was made by Barry Webb, and seconded by Barbara Bleiweis, to approve the February minutes. Motion was approved.

Financials and Budget Process Updates - Chad Howell

Chad Howell presented Charlotte Water Financials; there were no questions. \$6.7M over expected revenues. The FY 2020 Budget CIP Presentation, which showed an increased rate recommendation, was favorably received by the City Manager and will be included in his City Budget presentation to City Council on May 6. There were no questions.

Brookshire Campus – Ron Hargrove and Julie McLelland

Julie McLelland reviewed her presentation on the Highway 16 facility location of Charlotte Water, and how Creech and Associates is providing a programming study which includes site analysis, space needs, and master planning of what is being called the “Franklin Campus”. She also discussed near term and future workforce growth, as well as operational changes that could affect the campus plan. Barbara Bleiweis asked who would be the tenants at the new building because of concerns for parking trucks for field staff, accessibility for customers and staff, and mass transit options supporting our employees. Sean Coffman offered that the Franklin Campus being a multi-use campus, it would increase the likelihood of obtaining mass transit. Angela Lee said that the headquarters will be at this location at Highway 16 with the Director, Assistant Directors, and support staff relocated to the new Franklin Campus.

Workforce Development Update – Angela Lee and Carolyn Ross

Angela Lee discussed how Brent Cagle, Aviation Director, has been assigned with pulling together a City-wide workforce development program across all City Departments. Charlotte Water and Aviation have both implemented programs and now have experience to share and spread across other City Departments.

Carolyn Ross continued with her presentation which included a discussion of the Apprenticeship Program and Charlotte Water has hired five apprentices to date. She continued with a discussion around the Pipeline Academy and Angela Lee offered that Charlotte Water has a goal of having 40 interns annually with two classes of twenty participants. Angela Lee also mentioned that the Apprentices are guaranteed a job with the City upon completion of the program, but Pipeline Academy graduates are not guaranteed a job.

Open Discussion

Leslie Jones discussed committee vacancies and reviewed the list of candidates for consideration. The Committee is now tasked with making a recommendation based on the applicants provided. There is a mayoral appointment for a Neighborhood Leader and City Council appointment for a Contractor to fill.

There was a discussion about filling both the City and County committees and which applicants were available for each position. Barry Webb made a motion to nominate Bill Cornett for the Contractor representative seconded by Dorian Carter, and the Committee agreed unanimously.

Regarding the Neighborhood Leader applicants, the Committee discussed their review of the candidates. Barbara Bleiweis made a motion to nominate Nakisha Hall for the Neighborhood Leader representative, seconded by Dorian Carter, and the Committee agreed unanimously.

Barbara Bleiweis noted that she will want to renew for her second, three-year term as her first term will expire in June.

Leslie Jones mentioned succession planning and having this occur in June; Frank McMahon, as current Vice Chair, will be the next Chair. Members should consider nominations for next year's Vice Chair position.

Meeting Adjourned – 3:40 pm