



City and Borough of Juneau
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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Utility Advisory Board Fact Sheet

Title: Utility Advisory Board

Type of Board/Commission/Committee: Advisory

Affiliated Department: Public Works

Status: Active

Governing Legislation:

-Resolution 2299

-Date Created: February 28, 2005

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: The purpose of the Utility Advisory Board is to advise the Assembly on issues relating to water and wastewater utilities. The board is encouraged to gather relevant information from all sources available, and hold public hearings as necessary on issues under review, and to report to the Assembly on an annual basis, at a minimum, concerning the status of water and wastewater utility issues as follows: (a.) Review and make recommendations to the Assembly and Manager on all matters pertaining to the operation of the water system and the wastewater system, to the end that the consuming public is provided with the best possible service consistent with good utility management and cost containment; (b) Review annual budgets and funding plans and make recommendations for the efficient and economical operation of the water system and the wastewater system including bond issues, staffing, fiscal matters, and public relations; (c) Make recommendations on long-range planning for system expansion replacement, and priorities to meet future needs of the water and wastewater systems; (d) Make recommendations on water and wastewater utility rates to ensure that the rates are equitable and sufficient to pay for operation, maintenance, debt reduction, system replacement, and utility reserves necessary to ensure sustainable public utilities; (e) Make recommendations on measures to increase the efficiency and cost effectiveness of the water and wastewater utility operations; and (f) Perform such other duties and functions related to the utilities as the Assembly or Manager may request.

Membership: Section 2. Membership, Qualifications. To the extent practicable, appointments shall be made as follows: one engineer registered in the State of Alaska, preferably with training and experience in water, wastewater, and/or utility systems design and operation; one accountant, preferably experienced with utility financial management practices; one general contractor, preferably experienced in the construction of water and/or wastewater utility systems; two commercial customers of the City and Borough water and/or wastewater utility; one residential customer of the City and Borough water and/or wastewater utility; and one member of the general public.

Officers: Chair, Vice Chair

Quorum: 4

Term Limits: None

Annual Appointment Period (Annual Reports Due): May

Meetings: Meetings held on the 2nd Thursday of each month at 5:15pm in the Mendenhall Wastewater Treatment Plant at 2009 Radcliffe Road.

Special Facts: In 2004 Mayor Botelho established the Ad Hoc Utility Advisory Board with the purpose of making recommendations to the Assembly and Manager concerning operation and management policies of the municipally-owned utilities, specifically Water Utility and Wastewater Utility. As a result the ad hoc board presented a report to the Assembly which included a recommendation to creating a full time utility advisory board and hence the Utility Advisory Board was established by Resolution 2299.

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