

Agenda Item: 6.

**MEMORANDUM**

**TO:** Board of Directors

**FROM:** Zach Nelson, Project Manager

**SUBJECT:** Update on the future plan for the WCRW Advisory Board

**DATE:** September 5, 2013

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Currently, the WCRW #1 and WCRW#2 Advisory Boards are comprised of five members each. The original Interlocal agreement between the PMRNRD and City of Fort Calhoun outlines the formation of the WCRW#1 Advisory Board to have three representatives from the City of Fort Calhoun and two representatives that are rural WCRW#1 customers. The formation of the WCRW#2 Advisory Board is not outlined in an Interlocal agreement.

On Wednesday September 4, 2013 a meeting was held with members from both Washington County Rural Water #1 and #2 Advisory Boards to discuss potential options for a future joint Advisory Board. Five members were in attendance. The following three options were discussed:

- Option #1 – Merge the previous two Advisory Boards
- Option #2 – Create a new Advisory Board based on the new boundaries and take applications. A personnel committee could appoint members
- Option #3 – Eliminate the Advisory Board

The consensus of those in attendance was that an Advisory Board was still necessary and should be comprised of members from both previous boards. The number of board members would be limited to seven and representation would be based on the number of customers in each service area. Based upon the current number of customers, representation would be:

- WCRW#1 – three members
- City of Fort Calhoun – two members
- WCRW#2 – two members

Staff has presented this proposed WCRW Advisory Board structure to the City of Fort Calhoun and will report back to the Subcommittee at the next meeting with a recommendation.