



Financial Services Audit Committee Communication

Date: February 9, 2024

To: Great Lakes Water Authority Audit Committee

From: Guy Belew, Charges Outreach and Modeling Management Professional

Re: Charges Outreach & Modeling Update

Background: The Charges Outreach & Modeling Team was established in Fiscal Year 2023 as part of the Financial Management & Planning Group to facilitate internal communication and external outreach with GLWA Member Partners as it relates to the charge methodology and charge-related financial matters. This team also serves as liaison between GLWA and third-party consultants in the development, maintenance and review of the annual water and sewer charges.

Analysis: This month we present an update on the initiatives the Charges Outreach & Modeling Team has been focused on, including charges rollout, work group meetings, and ongoing outreach efforts.

1. **FY 2024 Charge Modifications:** As of this date, there have been no charge modifications. There were no exceedances identified resulting from the 2023 Max Day/Peak Hour calculations.
2. **FY 2025 Charges Rollout Update:** Great Lakes Water Authority cross-functional teams have been working together to implement the Fiscal Year 2025 Charges Rollout Schedule.
(Attendance data referenced below provided by GLWA Outreach)
 - a. Charges Rollout Meeting #1-CIP took place on Thursday, October 19, 2023, at 1:00 p.m. via Zoom. Attendance, excluding GLWA staff, included 52 individuals representing 36 Member Partners.
 - b. Charges Rollout #2 Units of Service took place on Tuesday, November 14, 2023, at 9:00 a.m. via Zoom. Attendance, excluding staff from GLWA, included 78 individuals representing 60 Member Partners. After presenting the proposed Unites of Service, Member Partners were invited to sign up for one-on-one discussions with the Charges Outreach & Modeling Team. The team met virtually with six Member Partners in scheduled one-on-one sessions as a follow-up to that meeting.
 - c. **Charges Rollout Meeting #3- Proposed FY 2025 Revenue Requirement and Charges:** Thursday, January 11, 2024, at 9:00 a.m. via Zoom. Attendance, excluding staff from GLWA, included 88 individuals representing 64 Member Partners. A copy of the presentation from that meeting is posted on the Member Partner Outreach Portal.
 - d. **Charges Rollout One-on-Ones:** Member Partners had the opportunity to have individual meetings, January 16, 2024, through January 22, 2024, to discuss charges in more detail. The Charges Outreach and Modeling Team met with seven Member Partners to discuss their charges.

3. Charges Rollout Meeting #4- Feedback on Service Charges and Review of Proposed FY 2025: January 18, 2024, at 9:00 a.m. Revenue Requirement. Attendance, excluding staff from GLWA, included 81 individuals representing 56 Member Partners. A copy of the presentation from that meeting is posted on the Member Partner Outreach Portal.
4. Additional Charges Outreach & Modeling updates include the following:
 - a. Matt Lane, GLWA Charges Outreach & Modeling Manager is currently out on leave until February 15, 2024. In his absence, Guy Belew, Management Professional, is managing all Charges Outreach & Modeling activities.

Look Ahead:

1. Water Charges Methodology and Wastewater (SHARE) Methodology to be reviewed and approved by GLWA Board of Directors at the same time as the GLWA Board review and approval of the FY 2025 and FY 2026 Biennial Budget and Five-Year Financial Plan.
2. One Water Partnership Meetings
 - a. The most recent was December 6, 2023, at Madonna University Schoolcraft College in Livonia. The next meeting is scheduled to take place in March 2024. GLWA Outreach will publish more information on time and location at a later date.
 - b. Charges and Feasibility Consultant Request for Proposal (RFP) Status - The Chief Financial Officer & Treasurer is meeting with the Outreach Co-Chairs on February 12, 2024 to discuss the upcoming process and ways for Member partners to engage in the selection process. Meetings have also occurred with the DWSD Chief Financial Officer to discuss transition of feasibility consultant services.

Proposed Action: Receive and file report.