

1. CALL MEETING TO ORDER

Chairman Walea called the meeting to order at 5:30 p.m.

2. ROLL CALL

PRESENT:

Al Walea, Chairman

Tommy Peyton

Sam Bakke

Jason Beck

Matt Trippy

ABSENT:

Steve Fleming

3. CITIZENS TO BE HEARD

No one signed up to address the Water Advisory Committee at this time.

4. CONSENT AGENDA

a. Approval of Water Advisory Committee Meeting Minutes from January 9, 2023

Member Peyton made a motion to approve the Water Advisory Committee Meeting Minutes from January 9, 2023.

Member Trippy seconded the motion.

The motion carried with a unanimous vote.

b. Approval of Water Advisory Committee Meeting Minutes from March 13, 2023

Member Peyton made a motion to approve the Water Advisory Committee Meeting Minutes from March 13, 2023.

Member Trippy seconded the motion.

The motion carried with a unanimous vote.

5. REPORTS

a. Water System Update

i. Water System Infrastructure Update

PW Director Peterson reported that the chlorine pumps at Well #6 and Well #7 have minor leaks and are being monitored.

PW Director Peterson reported that the annual inspection of our water tanks is scheduled for this month.

ii. NW Military – Water main relocation update

PW Director Peterson reported that the water line relocation phase of the NW Military project is one hundred percent complete.

Chairman Walea requested that PW Director provide an updated map outlining A/C Pipes along NW Military.

iii. De Zavala Update

PW Director Peterson reported that replacement of two six-inch main crossing lines and three service lines will be included in the De Zavala construction plans.

b. Accept – March 2023 Financial Report

Finance Director Morey presented the March 2023 Financial Report.

Chairman Walea requested a graph that shows a comparison of revenues and expenses of previous years in comparison to current year to be presented each month.

Member Trippy made a motion to accept the March 2023 Financial Report.

Member Bakke seconded the motion.

The motion carried with a unanimous vote.

6. REGULAR BUSINESS

a. Discussion / Update – Relocation of Street Bond related water service lines and crossings.

PW Director Peterson followed up on the committee's inquiry of empty lots left on the water system and reported that there was one empty lot on 107 Fawn Drive that had an extra sleeve installed.

b. Discussion – Utility Fee Schedule additions

PW Director Peterson presented utility fees that he is recommending be added to the Utility Fee Schedule including fees for water meter repairs and replacements, water service line repairs, and emergency locate requests.

Member Beck made a motion to present updated fee schedule to city council.

Member Trippy seconded the motion.

The motion carried with a unanimous vote.

c. Discussion / Update – Utility Bill Payment Plan

PW Director Peterson presented a payment plan for customers that become past due on their account. PW Director Peterson stated that the payment plan is standard practice in other municipalities.

Member Beck would like to postpone presenting this to council until next month and requested for the staff to revise the payment plan to one that is triggered after a certain dollar amount past due combined with age of the balance.

Member Beck would like for the city to consider upgrading our billing system to have the ability to take payments drafted via ACH.

d. Discussion – Water Goals and Objectives for FY 2023 – 2024

PW Director Peterson presented an initial draft of the Water Goals and Objectives for FY 2023 – 2024.

Chairman Walea requested for PW Director Peterson to send the document via email to all committee members and asked all members to add their revisions electronically and send back to PW Director Peterson before the next scheduled committee meeting.

e. Discussion / Review – FY 2023-2024 Revenues Budget

Finance Director Morey presented the FY 2023 – 2024 Revenues Budget.

Chairman Walea proposed an increase in the debt service fee in order to avoid using funds from the budget to cover the shortage being collected from utility billing.

Member Beck made the motion to increase the debt service fee in FY 2023 – 2024.

Member Trippy seconded the motion.

The motion carried with a unanimous vote.

7. FUTURE ITEMS

- a. FY 2023-2024 Fiscal Budget**
- b. SB #3 - -Emergency Preparedness Plan**
- c. Sanitary Sewer Easements around well sites**

8. ADJOURNMENT

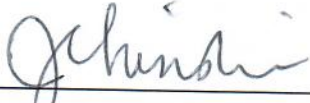
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Member Beck made a motion to adjourn this meeting.
Member Trippy seconded the motion.

Chairman Walea adjourned the meeting at 7:18 pm.



Al Walea, Chairman



Jessica Chinski, Office Manager