

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
MONDAY, FEBRUARY 14, 2022
3:30 PM
AGENDA**

The meeting agenda and agenda packet are posted online at www.shavanopark.org.

1. CALL TO ORDER

2. ROLL CALL

3. CITIZENS TO BE HEARD

The Water Advisory Committee welcomes Citizens to be heard, we request that if you wish to speak that you follow these guidelines. Pursuant to Resolution No. R-2019-011 citizens are given three (3) minutes to speak during Citizens to be heard. Members of the public may only speak once and cannot pass the individual's allotted time to someone else. In compliance with the Texas Open Meetings Act, the Water Advisory Committee may not deliberate on comments (Attorney General Opinion – JC0169)

4. CONSENT AGENDA

- a. Approval - Water Advisory Committee Meeting Minutes, December 13, 2021

5. REPORTS - Public Works Director Update

- a. Water system
 - i. Water System Infrastructure Updates
 - Water Meters
 - Well #1 status – Proposed start date 2/14
 - ii. NW Military update
- b. November 2021 Financial Report
- c. December 2021 Financial Report

6. REGULAR BUSINESS

- a. Discussion – Well #3 and Well #4 plugging reports and financial update – PW Director
- b. Discussion – Water System messaging/alerts – PW Director
- c. Discussion / Update – Emergency Preparedness Plan – PW Director
- d. Discussion – Street Maintenance program and potential water service relocations – PW Director / City Manager

7. FUTURE ITEMS

- a. Sanitary Sewer Easements around well sites

8. ADJOURNMENT

Accessibility Statement. The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-581-1116 or TDD 1-800-735-2989.

CERTIFICATE:

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named City of Shavano Park Water Advisory Committee is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on this the 11th day of February 2022 at 10:37am and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Trish Nichols
City Secretary

1. CALL MEETING TO ORDER

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

2. ROLL CALL

PRESENT:

Al Walea, Chairman
Sam Bakke
Tommy Peyton
Steve Fleming
Mike Colemere

ABSENT:

Matt Trippy

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 November 8 Meeting Minutes

Member Colemere made a motion to approve the November 8 meeting minutes.

Member Fleming seconded the motion.

The motion carried with a unanimous vote.

5. REPORTS

a. Water System Update

i. Water System Infrastructure Update

PW Director Peterson provided an update on the water system infrastructure.

PW Director Peterson discussed the status of plugging well #4 and discussed details of the water main break that occurred on December 7, 2021.

ii. NW Military Update

PW Director Peterson provided an update on the NW Military project.

b. September Year End Financial Report

Member Peyton made a motion to approve the September Year End Financial Report

Member Colemere seconded the motion.

The motion carried with a unanimous vote.

c. October 2021 Financial Report

Member Colemere made a motion to approve the October 2021 Financial Report.

Member Peyton seconded the motion.

Motion carried with a unanimous vote.

6. REGULAR BUSINESS

a. Discussion / Action – Well #1

PW Director discussed the costs and options of ways to repair Well #1 in order to meet EAA and TCEQ requirements.

Member Colemere made a motion to recommend to council that we consult with a contractor about plugging the well from 480 ft. down and then performing a flow test to determine the value of keeping the well as an asset.

Member Fleming seconded the motion.

The motion carried with a unanimous vote.

7. FUTURE ITEMS

a. Sanitary Sewer Easements around well site

8. ADJOURNMENT

Member Peyton made a motion to adjourn this meeting.

Member Colemere seconded the motion.

Chairman Walea adjourned the meeting at 6:33 pm.

Al Walea, Chairman

Jessica Chinski, Office Manager

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: February 14, 2022

Agenda item: 5.b.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of November 2021 Financial Report

X

Attachments for Reference:

1) November 2021 Revenue and Expense Report

BACKGROUND / HISTORY:

The information provided in the attachment is for the FY 2021-22 budget period, month ending November 30, 2021. The “Current Budget” column contains the original adopted budget. This summary highlights a number of points related to the current month’s activity.

DISCUSSION:

As of November 30, 2021, the Water Fund total revenues are \$184,356 or 17.68% of the total annual budgeted amount. Water Fund (Water Department & Debt Service) expenses total \$133,210 or 12.78% of the authorized budget.

Revenues:

- Water consumption (5015) billed in November for the month of October is \$46,660, with 17.78% of annual budget recognized to date. This is \$44,092 less revenue recognized than for the same month prior year.
- The Debt Service (5018) and Water Service Fee (5019) are on target with annual budgeted amounts as these are flat fees and are not related to volume charges recognized, at 16.66% and 16.67% respectively.
- The EAA Pass Thru (5036) fees are charged to customers based on usage, \$6,307 was recorded for the month and 17.86% of the annual budgeted amount has been recognized to date.

Expenses:

Water Department (606) expenses for the day-to-day operations are on budget with a total of \$62,704 incurred this month, 16.09% of the annual budget utilized. Expenses include \$2,890 for NWM engineering, \$1,513 for GIS updates and \$457 for Well #3 research in Engineering Services (3012), Special Services (3080) reflects the purchase of locator paint, Equipment Leases (5005) includes the cost of equipment rental related to the NWM main break - \$410 credit is reflected in December for refund of sales taxes and price adjustment, Equipment Maint & Repair (5010) reflects the vactron jack replacement for \$1,525, Building Maintenance (5030) reflects the electrical connection for the PW fuel tank, Vehicle & Eqpt Fuels includes the Water’s share of the fuel tracking system and meter, Well Site #5 (6065), Well site #6 – Muni Tract (6066) and Well Site #8 (6068) all reflect chemical feed equipment of \$1,400 for each site, Water System Maintenance (6072) reflects purchases of system repair parts and backflow.

Debt service payments, principal of \$116,238 and interest of \$35,273, are due in February 2022.

Payroll:

The City is on a bi-weekly payroll; there have been 5 pay periods out of 26 so approximately 19.23% should be expensed in the line items directly related to salaries. Workers Comp Insurance (1037) is at 0% which is expensed quarterly, and will not be calculated until December. TMRS (1040) expenditures is at approximately 19.09%, in line with the related salaries and overtime accounts. Health insurance related line items are at approximately 16.67%, on target with budget.

COURSES OF ACTION: None related to the Report.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

20 -WATER FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,042,662.00</u>	<u>79,003.84</u>	<u>184,355.90</u>	<u>858,306.10</u>	<u>17.68</u>
TOTAL REVENUES	<u>1,042,662.00</u>	<u>79,003.84</u>	<u>184,355.90</u>	<u>858,306.10</u>	<u>17.68</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	827,859.00	62,703.66	133,209.55	694,649.45	16.09
DEBT SERVICE	<u>214,803.00</u>	<u>0.00</u>	<u>0.00</u>	<u>214,803.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,042,662.00</u>	<u>62,703.66</u>	<u>133,209.55</u>	<u>909,452.45</u>	<u>12.78</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	16,300.18	51,146.35 (51,146.35)	0.00

20 -WATER FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>WATER SALES</u>					
20-599-5015 WATER CONSUMPTION	640,000.00	46,660.24	113,806.13	526,193.87	17.78
20-599-5016 LATE CHARGES	6,000.00	1,172.60	1,895.28	4,104.72	31.59
20-599-5018 DEBT SERVICE	189,900.00	15,783.42	31,634.58	158,265.42	16.66
20-599-5019 WATER SERVICE FEE	58,800.00	4,892.84	9,803.22	48,996.78	16.67
20-599-5036 EAA PASS THRU CHARGE	<u>84,700.00</u>	<u>6,307.23</u>	<u>15,128.23</u>	<u>69,571.77</u>	<u>17.86</u>
TOTAL WATER SALES	979,400.00	74,816.33	172,267.44	807,132.56	17.59
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	1,000.00	7.03	14.10	985.90	1.41
20-599-7011 OTHER INCOME	20,000.00	8.90	17.80	19,982.20	0.09
20-599-7012 LEASE OF WATER RIGHTS	15,000.00	0.00	3,750.00	11,250.00	25.00
20-599-7060 CC SERVICE FEES	4,000.00	565.40	1,354.91	2,645.09	33.87
20-599-7075 SITE/TOWER LEASE REVENUE	23,262.00	3,356.18	6,701.65	16,560.35	28.81
20-599-7090 SALE OF FIXED ASSETS	<u>0.00</u>	<u>250.00</u>	<u>250.00</u>	<u>(250.00)</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	63,262.00	4,187.51	12,088.46	51,173.54	19.11
<u>TRANSFERS IN</u>					
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TOTAL NON-DEPARTMENTAL	1,042,662.00	79,003.84	184,355.90	858,306.10	17.68
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TOTAL REVENUES	<u>1,042,662.00</u>	<u>79,003.84</u>	<u>184,355.90</u>	<u>858,306.10</u>	<u>17.68</u>
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20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 16.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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PERSONNEL

20-606-1010 SALARIES	224,560.00	17,088.52	42,500.64	182,059.36	18.93
20-606-1015 OVERTIME	15,000.00	405.85	1,108.16	13,891.84	7.39
20-606-1020 MEDICARE	3,400.00	256.94	644.72	2,755.28	18.96
20-606-1025 TWC (SUI)	1,080.00	0.00	0.00	1,080.00	0.00
20-606-1030 HEALTH INSURANCE	29,088.00	2,424.00	4,848.00	24,240.00	16.67
20-606-1031 HSA	178.00	12.95	27.75	150.25	15.59
20-606-1033 DENTAL INSURANCE	1,535.00	125.65	246.51	1,288.49	16.06
20-606-1035 VISION CARE INSURANCE	330.00	27.88	55.80	274.20	16.91
20-606-1036 LIFE INSURANCE	281.00	23.40	46.80	234.20	16.65
20-606-1037 WORKERS' COMP INSURANCE	6,450.00	0.00	0.00	6,450.00	0.00
20-606-1040 TMRS RETIREMENT	33,210.00	2,545.10	6,339.08	26,870.92	19.09
20-606-1070 SPECIAL ALLOWANCES	<u>13,200.00</u>	<u>750.04</u>	<u>1,828.95</u>	<u>11,371.05</u>	<u>13.86</u>
TOTAL PERSONNEL	328,312.00	23,660.33	57,646.41	270,665.59	17.56

SUPPLIES

20-606-2020 OFFICE SUPPLIES	1,700.00	0.00	43.43	1,656.57	2.55
20-606-2030 POSTAGE	3,160.00	267.20	551.74	2,608.26	17.46
20-606-2035 EMPLOYEE APPRECIATION	150.00	0.00	0.00	150.00	0.00
20-606-2050 PRINTING & COPYING	600.00	0.00	0.00	600.00	0.00
20-606-2060 MED EXAMS/SCREENING/TESTING	100.00	0.00	0.00	100.00	0.00
20-606-2070 JANITORIAL SUPPLIES	100.00	0.00	0.00	100.00	0.00
20-606-2075 BANK/CREDITCARD FEES	8,000.00	835.89	1,659.74	6,340.26	20.75
20-606-2080 UNIFORMS	1,795.00	359.90	359.90	1,435.10	20.05
20-606-2090 SMALL TOOLS	2,500.00	95.23	949.50	1,550.50	37.98
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,900.00</u>	<u>0.00</u>	<u>11.97</u>	<u>1,888.03</u>	<u>0.63</u>
TOTAL SUPPLIES	20,005.00	1,558.22	3,576.28	16,428.72	17.88

SERVICES

20-606-3012 ENGINEERING SERVICES	10,000.00	4,860.00	5,380.00	4,620.00	53.80
20-606-3013 PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,115.00	0.00	120.00	1,995.00	5.67
20-606-3030 TRAINING/EDUCATION	3,750.00	0.00	1,027.50	2,722.50	27.40
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,000.00	0.00	36.96	963.04	3.70
20-606-3050 INSURANCE - LIABILITY	4,830.00	0.00	4,785.06	44.94	99.07
20-606-3060 UNIFORM SERVICES	3,000.00	271.10	606.49	2,393.51	20.22
20-606-3070 INSURANCE - PROPERTY	2,250.00	0.00	2,229.07	20.93	99.07
20-606-3075 CONSERV. ED./REBATES	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	1,300.00	1,103.76	1,103.76	196.24	84.90
20-606-3082 WATER ANALYSIS FEES	<u>7,000.00</u>	<u>1,690.50</u>	<u>1,978.23</u>	<u>5,021.77</u>	<u>28.26</u>
TOTAL SERVICES	37,345.00	7,925.36	17,267.07	20,077.93	46.24

CONTRACTUAL

20-606-4075 COMPUTER SOFTWARE/INCODE	13,168.00	256.00	3,802.90	9,365.10	28.88
20-606-4085 EAA -WATER MANAGEMENT FEES	<u>84,084.00</u>	<u>6,306.52</u>	<u>12,613.04</u>	<u>71,470.96</u>	<u>15.00</u>
TOTAL CONTRACTUAL	97,252.00	6,562.52	16,415.94	80,836.06	16.88

20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 16.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MAINTENANCE</u>					
20-606-5005 EQUIPMENT LEASES	5,000.00	1,447.60	1,447.60	3,552.40	28.95
20-606-5010 EQUIPMENT MAINT & REPAIR	5,000.00	1,525.00	1,539.94	3,460.06	30.80
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	0.00	0.00	500.00	0.00
20-606-5020 VEHICLE MAINTENANCE	3,000.00	35.04	2,778.42	221.58	92.61
20-606-5030 BUILDING MAINTENANCE	2,500.00	1,048.90	1,048.90	1,451.10	41.96
20-606-5060 VEHICLE & EQPT FUELS	<u>4,000.00</u>	<u>2,621.71</u>	<u>3,084.89</u>	<u>915.11</u>	<u>77.12</u>
TOTAL MAINTENANCE	20,000.00	6,678.25	9,899.75	10,100.25	49.50
<u>DEPT MATERIALS-SERVICES</u>					
20-606-6011 CHEMICALS	10,000.00	170.00	357.50	9,642.50	3.58
20-606-6050 WATER METERS & BOXES	5,000.00	0.00	0.00	5,000.00	0.00
20-606-6055 FIRE HYDRANTS & VALVES	10,000.00	0.00	0.00	10,000.00	0.00
20-606-6060 HUEBNER STORAGE TANK	5,000.00	470.63	470.63	4,529.37	9.41
20-606-6061 WELL SITE #1	8,750.00	200.00	200.00	8,550.00	2.29
20-606-6062 WELL SITE #2-EAA MONITORED	1,300.00	0.00	0.00	1,300.00	0.00
20-606-6063 WELL SITE #3-NOT OPERATION	1,800.00	0.00	171.60	1,628.40	9.53
20-606-6064 WELL SITE #4-NOT OPERATION	1,800.00	0.00	171.60	1,628.40	9.53
20-606-6065 WELL SITE #5-EDWARDS BLENDI	1,000.00	1,403.33	2,103.80	(1,103.80)	210.38
20-606-6066 WELL SITE #6-MUNI TRACT	4,000.00	1,403.33	2,103.79	1,896.21	52.59
20-606-6067 WELL SITE #7	4,000.00	783.79	1,444.80	2,555.20	36.12
20-606-6068 WELL SITE #8	4,000.00	1,873.97	2,634.98	1,365.02	65.87
20-606-6069 WELL SITE #9-TRINITY	1,000.00	0.00	0.00	1,000.00	0.00
20-606-6070 SCADA SYSTEM MAINTENANCE	7,000.00	0.00	81.18	6,918.82	1.16
20-606-6071 SHAVANO DRIVE PUMP STATION	15,000.00	0.00	0.00	15,000.00	0.00
20-606-6072 WATER SYSTEM MAINTENANCE	30,000.00	4,883.32	8,971.97	21,028.03	29.91
20-606-6080 STREET MAINT SUPPLIES	<u>4,000.00</u>	<u>280.00</u>	<u>280.00</u>	<u>3,720.00</u>	<u>7.00</u>
TOTAL DEPT MATERIALS-SERVICES	113,650.00	11,468.37	18,991.85	94,658.15	16.71
<u>UTILITIES</u>					
20-606-7040 UTILITIES - ELECTRIC	72,000.00	4,814.12	9,108.64	62,891.36	12.65
20-606-7042 UTILITIES - PHONE/CELL	1,350.00	0.00	229.49	1,120.51	17.00
20-606-7044 UTILITIES - WATER	<u>400.00</u>	<u>36.49</u>	<u>74.12</u>	<u>325.88</u>	<u>18.53</u>
TOTAL UTILITIES	73,750.00	4,850.61	9,412.25	64,337.75	12.76
<u>CAPITAL OUTLAY</u>					
20-606-8015 NON-CAPITAL - COMPUTERS	700.00	0.00	0.00	700.00	0.00
20-606-8020 NON-CAPITAL MAINTENANCE EQU	4,820.00	0.00	0.00	4,820.00	0.00
20-606-8080 WATER SYSTEM IMPROVEMENTS	<u>43,050.00</u>	<u>0.00</u>	<u>0.00</u>	<u>43,050.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	48,570.00	0.00	0.00	48,570.00	0.00
<u>INTERFUND TRANSFERS</u>					
20-606-9010 TRF TO GENERAL FUND	22,050.00	0.00	0.00	22,050.00	0.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	<u>66,925.00</u>	<u>0.00</u>	<u>0.00</u>	<u>66,925.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	88,975.00	0.00	0.00	88,975.00	0.00
TOTAL WATER DEPARTMENT	827,859.00	62,703.66	133,209.55	694,649.45	16.09

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

20 -WATER FUND
DEBT SERVICE

% OF YEAR COMPLETED: 16.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
20-607-8016 2017 GO REFUNDING (2009) PR	70,000.00	0.00	0.00	70,000.00	0.00
20-607-8017 2017 GO REFUNDING (2009) IN	63,600.00	0.00	0.00	63,600.00	0.00
20-607-8030 BOND AGENT FEES	400.00	0.00	0.00	400.00	0.00
20-607-8056 2018 GO REFUNDING (2009) PR	46,238.00	0.00	0.00	46,238.00	0.00
20-607-8057 2018 GO REFUNDING (2009) IN	5,625.00	0.00	0.00	5,625.00	0.00
20-607-8060 SIB LOAN - PRINCIPAL	<u>28,940.00</u>	<u>0.00</u>	<u>0.00</u>	<u>28,940.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	214,803.00	0.00	0.00	214,803.00	0.00
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TOTAL DEBT SERVICE	214,803.00	0.00	0.00	214,803.00	0.00
<hr/>					
TOTAL EXPENDITURES	1,042,662.00	62,703.66	133,209.55	909,452.45	12.78
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	16,300.18	51,146.35 (51,146.35)	0.00
	=====	=====	=====	=====	=====

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: February 14, 2022

Agenda item: 5.c.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of December 2021 Financial Report

X

Attachments for Reference:

1) December 2021 Revenue and Expense Report

BACKGROUND / HISTORY:

The information provided in the attachment is for the FY 2021-22 budget period, month ending December 31, 2021. The “Current Budget” column contains the original adopted budget. This summary highlights a number of points related to the current month’s activity.

DISCUSSION:

As of December 31, 2021, the Water Fund total revenues are \$253,327 or 24.30% of the total annual budgeted amount. Water Fund (Water Department & Debt Service) expenses total \$221,409 or 21.23% of the authorized budget.

Revenues:

-Water consumption (5015) billed in December for the month of November is \$39,081, with 23.89% of annual budget recognized to date. This is \$26,364 less revenue recognized than for the same month prior year.

-The Debt Service (5018) and Water Service Fee (5019) are on target with annual budgeted amounts as these are flat fees and are not related to volume charges recognized, at 24.97% and 25.00% respectively.

-The EAA Pass Thru (5036) fees are charged to customers based on usage, \$5,331 was recorded for the month and 24.15% of the annual budgeted amount has been recognized to date.

Expenses:

Water Department (606) expenses for the day-to-day operations are ahead of budget with a total of \$88,200 incurred this month, 26.74% of the annual budget utilized. Larger expenses or unusual items this month: Equipment Leases (5005) reflects a \$410 credit for refund of sales taxes and price adjustment on the equipment rental related to the NWM main break, Well Site #1 (6061), Well Site #3 (6063) and Well Site #4 all include \$1,400 each for the gamma caliper log/testing on each of these inactive wells, Well #3 (6063) also includes \$15,845 to plug the well site, Well #4 (6064) includes \$27,988 to plug the well. Each of those amounts were more than initially quoted due to extra material needed for each site to complete the work. The cost to plug these wells will be part of the first budget amendment planned for February/March 2022.

Debt service payments, principal of \$116,238 and interest of \$35,273, are due in February 2022.

Payroll:

The City is on a bi-weekly payroll; there have been 7 pay periods out of 26 so approximately 26.92% should be expensed in the line items directly related to salaries. Workers Comp Insurance (1037) at 24.01%, is expensed quarterly. TMRS (1040) expenditures is at approximately 27.37%, in line with the related salaries and overtime accounts. Health insurance related line items are at approximately 25.00%, right on target with budget.

COURSES OF ACTION: None related to the Report.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A

20 -WATER FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,042,662.00</u>	<u>68,971.42</u>	<u>253,327.32</u>	<u>789,334.68</u>	<u>24.30</u>
TOTAL REVENUES	<u>1,042,662.00</u>	<u>68,971.42</u>	<u>253,327.32</u>	<u>789,334.68</u>	<u>24.30</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	827,859.00	88,199.71	221,409.26	606,449.74	26.74
DEBT SERVICE	<u>214,803.00</u>	<u>0.00</u>	<u>0.00</u>	<u>214,803.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,042,662.00</u>	<u>88,199.71</u>	<u>221,409.26</u>	<u>821,252.74</u>	<u>21.23</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (19,228.29)	31,918.06 (31,918.06)	0.00

20 -WATER FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>WATER SALES</u>					
20-599-5015 WATER CONSUMPTION	640,000.00	39,081.28	152,887.41	487,112.59	23.89
20-599-5016 LATE CHARGES	6,000.00	769.93	2,665.21	3,334.79	44.42
20-599-5018 DEBT SERVICE	189,900.00	15,783.42	47,418.00	142,482.00	24.97
20-599-5019 WATER SERVICE FEE	58,800.00	4,895.08	14,698.30	44,101.70	25.00
20-599-5036 EAA PASS THRU CHARGE	<u>84,700.00</u>	<u>5,330.63</u>	<u>20,458.86</u>	<u>64,241.14</u>	<u>24.15</u>
TOTAL WATER SALES	979,400.00	65,860.34	238,127.78	741,272.22	24.31
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	1,000.00	350.39	364.49	635.51	36.45
20-599-7011 OTHER INCOME	20,000.00	8.90	26.70	19,973.30	0.13
20-599-7012 LEASE OF WATER RIGHTS	15,000.00	0.00	3,750.00	11,250.00	25.00
20-599-7060 CC SERVICE FEES	4,000.00	523.36	1,878.27	2,121.73	46.96
20-599-7075 SITE/TOWER LEASE REVENUE	23,262.00	1,930.43	8,632.08	14,629.92	37.11
20-599-7090 SALE OF FIXED ASSETS	<u>0.00</u>	<u>298.00</u>	<u>548.00</u>	<u>(548.00)</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	63,262.00	3,111.08	15,199.54	48,062.46	24.03
<u>TRANSFERS IN</u>					
<hr/>					
TOTAL NON-DEPARTMENTAL	1,042,662.00	68,971.42	253,327.32	789,334.68	24.30
<hr/>					
TOTAL REVENUES	<u>1,042,662.00</u>	<u>68,971.42</u>	<u>253,327.32</u>	<u>789,334.68</u>	<u>24.30</u>
<hr/>					

20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 25.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
20-606-1010 SALARIES	224,560.00	17,574.78	60,075.42	164,484.58	26.75
20-606-1015 OVERTIME	15,000.00	1,295.41	2,403.57	12,596.43	16.02
20-606-1020 MEDICARE	3,400.00	278.83	923.55	2,476.45	27.16
20-606-1025 TWC (SUI)	1,080.00	0.00	0.00	1,080.00	0.00
20-606-1030 HEALTH INSURANCE	29,088.00	2,424.00	7,272.00	21,816.00	25.00
20-606-1031 HSA	178.00	12.95	40.70	137.30	22.87
20-606-1033 DENTAL INSURANCE	1,535.00	125.65	372.16	1,162.84	24.24
20-606-1035 VISION CARE INSURANCE	330.00	27.88	83.68	246.32	25.36
20-606-1036 LIFE INSURANCE	281.00	23.40	70.20	210.80	24.98
20-606-1037 WORKERS' COMP INSURANCE	6,450.00	1,548.51	1,548.51	4,901.49	24.01
20-606-1040 TMRS RETIREMENT	33,210.00	2,750.92	9,090.00	24,120.00	27.37
20-606-1070 SPECIAL ALLOWANCES	<u>13,200.00</u>	<u>842.34</u>	<u>2,671.29</u>	<u>10,528.71</u>	<u>20.24</u>
TOTAL PERSONNEL	328,312.00	26,904.67	84,551.08	243,760.92	25.75
<u>SUPPLIES</u>					
20-606-2020 OFFICE SUPPLIES	1,700.00	0.00	43.43	1,656.57	2.55
20-606-2030 POSTAGE	3,160.00	264.80	816.54	2,343.46	25.84
20-606-2035 EMPLOYEE APPRECIATION	150.00	0.00	0.00	150.00	0.00
20-606-2050 PRINTING & COPYING	600.00	0.00	0.00	600.00	0.00
20-606-2060 MED EXAMS/SCREENING/TESTING	100.00	0.00	0.00	100.00	0.00
20-606-2070 JANITORIAL SUPPLIES	100.00	0.00	0.00	100.00	0.00
20-606-2075 BANK/CREDITCARD FEES	8,000.00	588.31	2,248.05	5,751.95	28.10
20-606-2080 UNIFORMS	1,795.00	240.00	599.90	1,195.10	33.42
20-606-2090 SMALL TOOLS	2,500.00	9.48	958.98	1,541.02	38.36
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,900.00</u>	<u>310.00</u>	<u>321.97</u>	<u>1,578.03</u>	<u>16.95</u>
TOTAL SUPPLIES	20,005.00	1,412.59	4,988.87	15,016.13	24.94
<u>SERVICES</u>					
20-606-3012 ENGINEERING SERVICES	10,000.00	451.92	5,831.92	4,168.08	58.32
20-606-3013 PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,115.00	0.00	120.00	1,995.00	5.67
20-606-3030 TRAINING/EDUCATION	3,750.00	200.00	1,227.50	2,522.50	32.73
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,000.00	0.00	36.96	963.04	3.70
20-606-3050 INSURANCE - LIABILITY	4,830.00	0.00	4,785.06	44.94	99.07
20-606-3060 UNIFORM SERVICES	3,000.00	216.88	823.37	2,176.63	27.45
20-606-3070 INSURANCE - PROPERTY	2,250.00	0.00	2,229.07	20.93	99.07
20-606-3075 CONSERV. ED./REBATES	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	1,300.00	0.00	1,103.76	196.24	84.90
20-606-3082 WATER ANALYSIS FEES	7,000.00	62.00	2,040.23	4,959.77	29.15
20-606-3090 COMMUNCIATIONS SERVICES	<u>0.00</u>	<u>192.57</u>	<u>192.57</u>	<u>(192.57)</u>	<u>0.00</u>
TOTAL SERVICES	37,345.00	1,123.37	18,390.44	18,954.56	49.24

20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 25.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUAL</u>					
20-606-4075 COMPUTER SOFTWARE/INCODE	13,168.00	716.07	4,518.97	8,649.03	34.32
20-606-4085 EAA -WATER MANAGEMENT FEES	<u>84,084.00</u>	<u>6,306.52</u>	<u>18,919.56</u>	<u>65,164.44</u>	<u>22.50</u>
TOTAL CONTRACTUAL	97,252.00	7,022.59	23,438.53	73,813.47	24.10
<u>MAINTENANCE</u>					
20-606-5005 EQUIPMENT LEASES	5,000.00 (410.20)	1,037.40	3,962.60	20.75
20-606-5010 EQUIPMENT MAINT & REPAIR	5,000.00	37.98	1,577.92	3,422.08	31.56
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	0.00	0.00	500.00	0.00
20-606-5020 VEHICLE MAINTENANCE	3,000.00	35.04	2,813.46	186.54	93.78
20-606-5030 BUILDING MAINTENANCE	2,500.00	0.00	1,048.90	1,451.10	41.96
20-606-5060 VEHICLE & EQPT FUELS	<u>4,000.00</u>	<u>167.00</u>	<u>3,251.89</u>	<u>748.11</u>	<u>81.30</u>
TOTAL MAINTENANCE	20,000.00 (170.18)	9,729.57	10,270.43	48.65
<u>DEPT MATERIALS-SERVICES</u>					
20-606-6011 CHEMICALS	10,000.00	0.00	357.50	9,642.50	3.58
20-606-6050 WATER METERS & BOXES	5,000.00	0.00	0.00	5,000.00	0.00
20-606-6055 FIRE HYDRANTS & VALVES	10,000.00	0.00	0.00	10,000.00	0.00
20-606-6060 HUEBNER STORAGE TANK	5,000.00	0.00	470.63	4,529.37	9.41
20-606-6061 WELL SITE #1	8,750.00	1,408.33	1,608.33	7,141.67	18.38
20-606-6062 WELL SITE #2-EAA MONITORED	1,300.00	0.00	0.00	1,300.00	0.00
20-606-6063 WELL SITE #3-NOT OPERATION	1,800.00	17,253.83	17,425.43 (15,625.43)	968.08
20-606-6064 WELL SITE #4-NOT OPERATION	1,800.00	29,396.34	29,567.94 (27,767.94)	1,642.66
20-606-6065 WELL SITE #5-EDWARDS BLENDI	1,000.00	245.70	2,349.50 (1,349.50)	234.95
20-606-6066 WELL SITE #6-MUNI TRACT	4,000.00	30.00	2,133.79	1,866.21	53.34
20-606-6067 WELL SITE #7	4,000.00	50.00	1,494.80	2,505.20	37.37
20-606-6068 WELL SITE #8	4,000.00	90.00	2,724.98	1,275.02	68.12
20-606-6069 WELL SITE #9-TRINITY	1,000.00	0.00	0.00	1,000.00	0.00
20-606-6070 SCADA SYSTEM MAINTENANCE	7,000.00	0.00	81.18	6,918.82	1.16
20-606-6071 SHAVANO DRIVE PUMP STATION	15,000.00	0.00	0.00	15,000.00	0.00
20-606-6072 WATER SYSTEM MAINTENANCE	30,000.00	279.00	9,250.97	20,749.03	30.84
20-606-6080 STREET MAINT SUPPLIES	<u>4,000.00</u>	<u>0.00</u>	<u>280.00</u>	<u>3,720.00</u>	<u>7.00</u>
TOTAL DEPT MATERIALS-SERVICES	113,650.00	48,753.20	67,745.05	45,904.95	59.61
<u>UTILITIES</u>					
20-606-7040 UTILITIES - ELECTRIC	72,000.00	3,117.79	12,226.43	59,773.57	16.98
20-606-7042 UTILITIES - PHONE/CELL	1,350.00	0.00	229.49	1,120.51	17.00
20-606-7044 UTILITIES - WATER	<u>400.00</u>	<u>35.68</u>	<u>109.80</u>	<u>290.20</u>	<u>27.45</u>
TOTAL UTILITIES	73,750.00	3,153.47	12,565.72	61,184.28	17.04
<u>CAPITAL OUTLAY</u>					
20-606-8015 NON-CAPITAL - COMPUTERS	700.00	0.00	0.00	700.00	0.00
20-606-8020 NON-CAPITAL MAINTENANCE EQU	4,820.00	0.00	0.00	4,820.00	0.00
20-606-8080 WATER SYSTEM IMPROVEMENTS	<u>43,050.00</u>	<u>0.00</u>	<u>0.00</u>	<u>43,050.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	48,570.00	0.00	0.00	48,570.00	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2021

20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 25.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>INTERFUND TRANSFERS</u>					
20-606-9010 TRF TO GENERAL FUND	22,050.00	0.00	0.00	22,050.00	0.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	<u>66,925.00</u>	<u>0.00</u>	<u>0.00</u>	<u>66,925.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	88,975.00	0.00	0.00	88,975.00	0.00
<hr/>					
TOTAL WATER DEPARTMENT	827,859.00	88,199.71	221,409.26	606,449.74	26.74

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: February 14, 2022

Agenda item: 6.a

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

PW/W Director

Discussion/Action - Well 3 & 4 Cap or Plug –

X

Attachments for Reference:

- 1) Well #3 - Quote
- 2) Well #3 - Invoice
- 3) Well #4 - Quote
- 4) Well #4 - Invoice

BACKGROUND / HISTORY: Well Site #3 (119 Cliffside Dr Alley) was drilled in September 1955 capable of producing 75 gpm; Well 4 (100 Cliffside Dr) was drilled in December 1955 capable of producing 110 gpm. The wells stayed in operation until they needed repairs, after Well 7 & 8 were built and added to the system in 1983.

These Wells if placed back into operation do not produce enough water to pay for the constant fees.

DISCUSSION: The EAA (Edwards Aquifer Authority) has been auditing their records and have noticed that Well #3 and #4 cap permit was expired. The EAA reached out to me and is giving me 90 days to get the wells back in compliance (capped or plugged). On October 5th, City Manager and PWD discussed with EAA and was told that as long as we made progress and kept them informed, no letter of violation would be issued.

Capping requires the Well to be gamma tested (tests the wall structure and integrity) and camera survey to see any debris in the hole or if its clean. This must be completed every 5 years and a new permit issued.

Plugging a Well hole requires a camera survey to make sure no contaminating substance is in the hole prior to plugging. The hole does not have to be clean of sediment from the walls. The hole gets filled to within 10 feet of the casing, then grout filled to the surface. The cost to plug the Wells and would be a one-time cost. The Wells will then be removed from the TCEQ registry and the city would not need to address the sanitary sewer easements.

During winter storm Uri, both wells still had active lines above ground connected to the water distribution system and froze and then broke, causing serious challenges in maintaining water pressure. Since then, the water lines are being investigated to cut them off below ground and cap them.

Advanced Water Well Technologies started plugging Well #4 on December 13th. The Well quote indicated 3 yds of gravel, 79 sacks of cement, and 4 shots to puncture the steel casing every 50 feet. These calculations were based on the hole size and depth using basic math, however there were additional unknown cavities that took additional materials. The Well used 12 yds, and 165 additional sacks of grout. The gravel is \$635/yd and \$53/sack additional. The quote was \$14,988 as approved, but with the additional materials, the cost was \$27,988.

Advanced Water Well Technologies started plugging Well #3 on December 21st. The Well quote indicated 3 yds of gravel, 70 sacks of cement, and 3 shots to puncture the steel casing every 50 feet. These calculations were based on the hole size and depth using basic math, however there were additional unknown cavities that took additional materials. The Well used 3.5 yds, and 26 additional sacks of grout. The gravel is \$635/yd and \$53/sack additional. The quote was \$14,135 as approved, but with the additional materials, the cost was \$15,845.

To help reduce the costs, City staff dug up the well head and prepared it for the contractor to cut the Well casing 5 ft below ground. Staff was able to save \$3,350 completing this task for both Wells.

COURSES OF ACTION: There is no action required at this time.

FINANCIAL IMPACT: There will be additional \$14,710 over the initial quotes required to pay. Staff will review options over the next few months for funding, which may include the use of American Rescue Act funds available.

STAFF RECOMMENDATION: N/A



14394 E INTERSTATE HWY 10
CONVERSE, TX 78109
OFFICE: (830) 865-2362
FAX: (830) 865-2362

QUOTATION

PROJECT NAME / NUMBER: SHAVANO PARK WELL 3 PLUGGING
QUOTATION NUMBER: 20210906-DA6
DATE: 9/6/21
CUSTOMER P.O. NUMBER: _____
CUSTOMER NAME: CITY OF SHAVANO PARK
ADDRESS (LINE 1): _____
ADDRESS (LINE 2): _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____

PRIMARY SCOPE OF WORK: WELL PLUGGING ESTIMATE		SALES REP: Daniel Adams		
No.	DESCRIPTION	Unit	Price	Line Total
1	OBTAIN EAA AND SAWS PERMIT TO PLUG WELL, INCLUDING AWWT OFFICE SUPPORT TO FILL OUT AND SUBMIT PLUGGING APPLICATIONS REQUIRED	1	\$ 750.00	\$ 750.00
2	MOBILIZE AND DEMOBILIZE ALL NECESSARY EQUIPMENT TO PLUG WELL SUCH AS SERVICE RIG, TREMIE TUBING, PUMPS AND HOSES	1	\$ 1,075.00	\$ 1,075.00
3	GRAVEL UP OPEN HOLE AREA FROM THE TOTAL DEPTH TO 10 FEET OF BOTTOM OF WELL CASING (IF ACCUMULATED FILL IS NOT REMOVED FROM WELL GRAVEL UP FROM TOP OF ACCUMULATED FILL TO WITHIN 10' FROM BOTTOM OF CASING, GRAVEL UP PER EAA PERMIT REQUIREMENTS)	1	\$ 1,905.00	\$ 1,905.00
4	SERVICE RIG, CREW LABOR AND PERFORATORS TO PERFORATE WELL CASING EVERY 50 FEET FROM BOTTOM OF WELL CASING TO WITHIN 50 FEET OF SURFACE UTILIZING QTY 3 DOUBLE SHOT CHARGES PER EAA REQUIREMENTS. (ONCE PERMIT IS RECEIVED, IF ANY ADDITIONAL PERFORATIONS ARE REQUIRED ALL ADDITIONAL PERFORATIONS WHICH EXCEED THE AMOUNT SPECIFIED WILL BE QUOTED TO CUSTOMER)	1	\$ 1,845.00	\$ 1,845.00
5	TRIP IN TREMIE TUBING, INSTALL CEMENT PLUG ON TOP OF GRAVEL, TRIP UP TREMIE TUBING, LET CEMENT PLUG CURE FOR 4 HRS, TRIP TREMIE TUBING BACK TO BOTTOM OF CASING, PRESSURE CEMENT PER EAA REQUIREMENTS FROM 10' BELOW WELL CASING OR 10' BELOW STATIC WATER LEVEL TO SURFACE, CEMENT QUOTED LUMP SUM UP TO 70 SACKS, ALL NECESSARY PUMP FEES INCLUDED TO MIX AND INSTALL	1	\$ 4,625.00	\$ 4,625.00
6	ALLOW CEMENT CURE OVERNIGHT, THEN TAG LINE CEMENT, MIX AND PUMP CEMENT TO TOP OFF	1	\$ 860.00	\$ 860.00
7	PROVIDE WATER HAULER FOR CONTAINMENT OF CONSTRUCTION WATER TO MIX CEMENT AND CLEAN UP EQUIPMENT (CITY OF SHAVANO PARK TO PROVIDE CONSTRUCTION WATER TO PLUG WELL)	1	\$ 250.00	\$ 250.00
8	FILE STATE PLUGGING REPORT	1	\$ 75.00	\$ 75.00
9	DEMOLITION OF SURFACE COMPLETION AROUND WELL CASING " CEMENT SLAB ", CUT CASING OFF APPROXIMATELY 5 FEET BELOW GROUND LEVEL, BACKFILL TO GRADE, HAUL OFF AND DISPOSE OF DEBRIS FROM SURFACE COMPLETION	1	\$ 2,750.00	\$ 2,750.00
10				\$ -
11	JOB NOTES: MATERIALS SUCH AS GRAVEL AND CEMENT WERE CALCULATED BASED UPON INFORMATION FOUND ON THE WELL REPORT. ALL MATERIALS TO PLUG IS FIGURED PER CALCULATE VOLUME WITH NO OVERAGE ADDED FOR ANNULAS SPACE AND FORMATION CONSUMPTION. GRAVEL WAS ESTIMATED. WELL MUST BE PLUGGED IN ACCORDANCE TO EAA REQUIRMENTS WHICH WILL BE PERMITTED.			\$ -
12				\$ -
13	GRAVEL PER YARD DELIVERED AND INSTALLED: 635.00 PER YARD			\$ -
14	CEMENT PER SK DELIVERED AND INSTALLED \$ 54.00 PER SK			\$ -
15				\$ -

Taxable (Yes/No) : TBD Tax Rate: TBD % Applicable sales tax will be charged when invoiced.

Subtotal: \$ 14,135.00
Sales Tax: \$ -
Total: \$ 14,135.00

ALTERNATES:			
Alt. 1		\$ -	\$ -
Alt. 2		\$ -	\$ -

Regulated by:
Texas Department of Licensing and Regulation
PO Box 12157 Austin, TX 78157 1-800-803-9202

Subtotal with Alternate: \$ 14,135.00
Sales Tax with Alternate: \$ -
Total with Alternate: \$ 14,135.00

SHIPMENT:

SHIPPING DETAILS:

Proposed Start Date:

All prices above are subject to Federal, State and Local Sales Taxes.
This quotation will automatically expire if Purchaser does not deliver

a written acceptance to this contract by:

Advanced Water Well Technologies
14394 E INTERSTATE HIGHWAY 10
CONVERSE, TX 78109
(Contractor)

DANIEL ADAMS

ACCEPTANCE OF THIS CONTRACT: The above prices, specifications, and conditions are satisfactory to the purchaser and are hereby accepted with signature below. Fax, Email, or verbal conformation. Purchaser authorizes Advanced Water Well Technologies ("AWWT") and its subcontractors to do the work as specified. All work is to be completed as specified and according to standard industry practices. Any additional work or materials required due to unknown well conditions will result in an extra charge over and above the estimate. Our workers are fully covered by Workman's Compensation Insurance. We warranty our craftsmanship against craftsmanship defects for one year; defects to be determined on a case by case basis by AWWT. There is a manufacturers warranty on equipment for one year. The manufacturer determines if the equipment will be warranted or not on a case by case basis. Payment is due upon receipt of invoice and balances past due after 30 days are subject to 15% interest per annum. We thank you for choosing Advanced Water Well Technologies.

PURCHASER: _____

ADDRESS (LINE 1): _____

SIGNATURE: _____

ADDRESS (LINE 2): _____

DATE: _____

PHONE NUMBER: _____

INVOICE:

INVOICE DATE: 12/28/2021
INVOICE NUMBER: 12891
P.O. NUMBER:
RID: 03
QID: 03

BILLED TO:

CITY OF SHAVANO PARK
900 SADDLE TREE COURT
SHAVANO PARK, TX 78231

CUSTOMER CONTACT:

CITY OF SHAVANO PARK
BRANDON PEDERSON
PWDIRECTOR@SHAVANOPARK.ORG
361-389-8588

PLEASE SEND PAYMENT WITHIN 21 DAYS!

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	WELL #3			
PERMIT	OBTAIN EAA PERMIT TO PLUG WELL; INCLUDING ADVANCED WATER WELL TECHNOLOGIES OFFICE SUPPORT TO FILL OUT AND SUBMIT PLUGGING APPLICATIONS REQUIRED	1	750.00	750.00
LABOR	MOBILIZE AND DEMOBILIZE ALL NECESSARY EQUIPMENT TO PLUG WELL SUCH AS SERVICE RIG, TREMIE TUBING, PUMPS AND HOSES	1	1,075.00	1,075.00
LABOR & PARTS	GRAVEL UP OPEN HOLE AREA FROM THE TOTAL DEPTH TO 200' PER EAA PERMIT REQUIREMENTS; CALCULATED LUMP SUM UP TO 3 YARDS OF GRAVEL	1	1,905.00	1,905.00
LABOR	SERVICE RIG, CREW LABOR, AND PERFORATORS TO PERFORATE WELL CASING EVERY 50' FROM BOTTOM OF WELL CASING TO WITHIN 50' OF SURFACE UTILIZING (2) DOUBLE SHOT CHARGES PER EAA REQUIREMENTS	1	1,845.00	1,845.00
LABOR & PARTS	TRIP IN TREMIE TUBING; INSTALL CEMENT PLUG ON TOP OF GRAVEL; TRIP UP TREMIE TUBING; LET CEMENT PLUG CURE FOR 4 HOURS; TRIP TREMIE TUBING BACK TO BOTTOM OF CASING; PRESSURE CEMENT FROM BOTTOM OF WELL CASING TO SURFACE; CEMENT CALCULATED LUMP SUM UP TO 70 SACKS; ALL NECESSARY PUMP FEES INCLUDED TO MIX AND INSTALL	1	4,625.00	4,625.00
LABOR	ALLOW CEMENT TO CURE OVERNIGHT; THEN TAG LINE CEMENT; MIX AND PUMP CEMENT TO TOP OFF	1	860.00	860.00
LABOR	PROVIDE WATER HAULER FOR CONTAINMENT OF CONSTRUCTION WATER TO MIX CEMENT AND CLEAN UP EQUIPMENT	1	250.00	250.00
PERMIT	FILE STATE PLUGGING REPORT	1	75.00	75.00
LABOR	CUT CASING OFF APPROXIMATELY 5' BELOW GROUND LEVEL; WELD STEEL CAP TO TOP OF WELL CASING	1	860.00	860.00
	ADDITIONAL ITEMS OUTSIDE OF ORIGINAL QUOTE			
PARTS	ADDITIONAL (3.5) YARDS OF GRAVEL REQUIRED TO GRAVEL UP OPEN HOLE AREA FROM TOTAL DEPTH 200' PER EAA PERMIT REQUIREMENTS; INCLUDING LABOR TO OBTAIN, DELIVER, & GRAVEL UP	3.50	635.00	2,222.50T

SUBTOTAL 15,845.50
TAX 0.00
TOTAL \$15,845.50

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PARTS	ADDITIONAL (26) SACKS OF CEMENT REQUIRED TO PRESSURE CEMENT FROM BOTTOM OF WELL CASING TO SURFACE; INCLUDING LABOR TO MIX & PUMP	26	53.00	1,378.00T
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We really appreciate your business!

SUBTOTAL	15,845.50
TAX	0.00
TOTAL	\$15,845.50

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14394 E INTERSTATE HWY 10
CONVERSE, TX 78109
OFFICE: (830) 865-2362
FAX: (830) 865-2362

QUOTATION

PROJECT NAME / NUMBER: SHAVANO PARK WELL 4 PLUGGING
QUOTATION NUMBER: 20210906-DA7
DATE: 9/6/21
CUSTOMER P.O. NUMBER: .
CUSTOMER NAME: CITY OF SHAVANO PARK
ADDRESS (LINE 1): .
ADDRESS (LINE 2): .
PHONE NUMBER: .
EMAIL ADDRESS: .

PRIMARY SCOPE OF WORK: WELL PLUGGING ESTIMATE		SALES REP: Daniel Adams		
No.	DESCRIPTION	Unit	Price	Line Total
1	OBTAIN EAA AND SAWS PERMIT TO PLUG WELL, INCLUDING AWWT OFFICE SUPPORT TO FILL OUT AND SUBMIT PLUGGING APPLICATIONS REQUIRED	1	\$ 750.00	\$ 750.00
2	MOBILIZE AND DEMOBILIZE ALL NECESSARY EQUIPMENT TO PLUG WELL SUCH AS SERVICE RIG, TREMIE TUBING, PUMPS AND HOSES	1	\$ 1,075.00	\$ 1,075.00
3	OBTAIN GRAVEL, DLEIVER GRAVEL TO SITE, GRAVEL UP OPEN HOLE AREA FROM THE TOTAL DEPTH TO 10 FEET OF BOTTOM OF WELL CASING CALCULATED LUMP SUM UP TO 3 YARDS. (IF ACCUMULATED FILL IS NOT REMOVED FROM WELL GRAVEL UP FROM TOP OF ACCUMULATED FILL TO WITHIN 10' FROM BOTTOM OF CASING, GRAVEL UP PER EAA PERMIT REQUIREMENTS)	1	\$ 1,905.00	\$ 1,905.00
4	SERVICE RIG, CREW LABOR AND PERFORATERS TO PERFORATE WELL CASING EVERY 50 FEET FROM BOTTOM OF WELL CASING TO WITHIN 50 FEET OF SURFACE UTILIZING QTY 4 DOUBLE SHOT CHARGES PER EAA REQUIREMENTS. (ONCE PERMIT IS RECEIVED, IF ANY ADDITIONAL PERFORATIONS ARE REQUIRED ALL ADDITIONAL PERFORATIONS WHICH EXCEED THE AMOUNT SPECIFIED WILL BE QUOTED TO CUSTOMER)	1	\$ 2,327.00	\$ 2,327.00
5	TRIP IN TREMIE TUBING, INSTALL CEMENT PLUG ON TOP OF GRAVEL, TRIP UP TREMIE TUBING, LET CEMENT PLUG CURE FOR 4 HRS, TRIP TREMIE TUBING BACK TO BOTTOM OF CASING, PRESSURE CEMENT FROM BOTTOM OF WELL CASING TO SURFACE , CEMENT CALCULATED LUMP SUM UP TO 79 SACKS, ALL NECESSARY PUMP FEES INCLUDED TO MIX AND INSTALL	1	\$ 4,996.00	\$ 4,996.00
6	ALLOW CEMENT CURE OVERNIGHT, THEN TAG LINE CEMENT, MIX AND PUMP CEMENT TO TOP OFF	1	\$ 860.00	\$ 860.00
7	PROVIDE WATER HAULER FOR CONTAINMENT OF CONSTRUCTION WATER TO MIX CEMENT AND CLEAN UP EQUIPMENT (CITY OF SHAVANO PARK TO PROVIDE CONSTRUCTION WATER TO PLUG WELL)	1	\$ 250.00	\$ 250.00
8	FILE STATE PLUGGING REPORT	1	\$ 75.00	\$ 75.00
9	DEMOLITION OF SURFACE COMPLETION AROUND WELL CASING " CEMENT SLAB ", CUT CASING OFF APPROXIMATELY 5 FEET BELOW GROUND LEVEL, BACKFILL TO GRADE, HAUL OFF AND DISPOSE OF DEBRIS FROM SURFACE COMPLETION	1	\$ 2,750.00	\$ 2,750.00
10				\$ -
11	JOB NOTES: MATERIALS SUCH AS GRAVEL AND CEMENT WERE CALCULATED BASED UPON INFORMATION FOUND ON STATE WELL REPORT. ALL MATERIALS TO PLUG IS FIGURED PER CALCULATE VOLUME WITH NO OVERAGE ADDED FOR ANNULAS SPACE AND FORMATION CONSUMPTION. WELL MUST BE PLUGGED IN ACCORDANCE TO EAA REQUIRMENTS WHICH WILL BE PERMITTED.			\$ -
12				\$ -
13	GRAVEL PER YARD DELIVERED AND INSTALLED: 635.00 PER YARD			\$ -
14	CEMENT PER SK DELIVERED AND INSTALLED \$ 53.00 PER SK			\$ -
15				\$ -

Taxable (Yes/No) : TBD Tax Rate: TBD % Applicable sales tax will be charged when invoiced.

Subtotal: \$ 14,988.00
Sales Tax: \$ -
Total: \$ 14,988.00

ALTERNATES:

Alt. 1		\$ -	\$ -
Alt. 2		\$ -	\$ -

Regulated by:
Texas Department of Licensing and Regulation
PO Box 12157 Austin, TX 78157 1-800-803-9202

Subtotal with Alternate: \$ 14,988.00
Sales Tax with Alternate: \$ -
Total with Alternate: \$ 14,988.00

SHIPMENT:

SHIPPING DETAILS:

Proposed Start Date:

All prices above are subject to Federal, State and Local Sales Taxes.

This quotation will automatically expire if Purchaser does not deliver

a written acceptance to this contract by:

Advanced Water Well Technologies
14394 E INTERSTATE HIGHWAY 10
CONVERSE, TX 78109
(Contractor)

DANIEL ADAMS

ACCEPTANCE OF THIS CONTRACT: The above prices, specifications, and conditions are satisfactory to the purchaser and are hereby accepted with signature below, Fax, Email, or verbal conformation. Purchaser authorizes Advanced Water Well Technologies ("AWWT") and its subcontractors to do the work as specified. All work is to be completed as specified and according to standard industry practices. Any additional work or materials required due to unknown well conditions will result in an extra charge over and above the estimate. Our workers are fully covered by Workman's Compensation Insurance. We warranty our craftsmanship against craftsmanship defects for one year; defects to be determined on a case by case basis by AWWT. There is a manufacturers warranty on equipment for one year. The manufacturer determines if the equipment will be warrantied or not on a case by case basis. Payment is due upon receipt of invoice and balances past due after 30 days are subject to 15% interest per annum. We thank you for choosing Advanced Water Well Technologies.

PURCHASER: _____

ADDRESS (LINE 1): _____

SIGNATURE: _____

ADDRESS (LINE 2): _____

DATE: _____

PHONE NUMBER: _____



PLEASE REMIT PAYMENT TO:
ADVANCED WATER WELL TECHNOLOGIES
14394 E INTERSTATE HIGHWAY 10
CONVERSE, TX 78109
BILLING: (830) 865-2362, INFO@AWWTEC.COM

INVOICE:

INVOICE DATE: 12/27/2021
INVOICE NUMBER: 12888
P.O. NUMBER:
RID: 03
QID: 03

BILLED TO:

CITY OF SHAVANO PARK
900 SADDLE TREE COURT
SHAVANO PARK, TX 78231

CUSTOMER CONTACT:

CITY OF SHAVANO PARK
BRANDON PEDERSON
PWDIRECTOR@SHAVANOPARK.ORG
361-389-8588

PLEASE SEND PAYMENT WITHIN 21 DAYS!

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	WELL #4			
PERMIT	OBTAIN EAA PERMIT TO PLUG WELL; INCLUDING ADVANCED WATER WELL TECHNOLOGIES OFFICE SUPPORT TO FILL OUT AND SUBMIT PLUGGING APPLICATIONS REQUIRED	1	750.00	750.00
LABOR	MOBILIZE AND DEMOBILIZE ALL NECESSARY EQUIPMENT TO PLUG WELL SUCH AS SERVICE RIG, TREMIE TUBING, PUMPS AND HOSES	1	1,075.00	1,075.00
LABOR & PARTS	OBTAIN GRAVEL; DELIVER GRAVEL TO SITE; GRAVEL UP OPEN HOLE AREA FROM THE TOTAL DEPTH TO 10' OF BOTTOM OF WELL CASING; CALCULATED LUMP SUM UP TO 3 YARDS OF GRAVEL	1	1,905.00	1,905.00
LABOR	SERVICE RIG, CREW LABOR, AND PERFORATORS TO PERFORATE WELL CASING EVERY 50' FROM BOTTOM OF WELL CASING TO WITHIN 50' OF SURFACE UTILIZING (4) DOUBLE SHOT CHARGES PER EAA REQUIREMENTS	1	2,327.00	2,327.00
LABOR & PARTS	TRIP IN TREMIE TUBING; INSTALL CEMENT PLUG ON TOP OF GRAVEL; TRIP UP TREMIE TUBING; LET CEMENT PLUG CURE FOR 4 HOURS; TRIP TREMIE TUBING BACK TO BOTTOM OF CASING; PRESSURE CEMENT FROM BOTTOM OF WELL CASING TO SURFACE; CEMENT CALCULATED LUMP SUM UP TO 79 SACKS; ALL NECESSARY PUMP FEES INCLUDED TO MIX AND INSTALL	1	4,996.00	4,996.00
LABOR	ALLOW CEMENT TO CURE OVERNIGHT; THEN TAG LINE CEMENT; MIX AND PUMP CEMENT TO TOP OFF	1	860.00	860.00
LABOR	PROVIDE WATER HAULER FOR CONTAINMENT OF CONSTRUCTION WATER TO MIX CEMENT AND CLEAN UP EQUIPMENT	1	250.00	250.00
PERMIT	STATE PLUGGING REPORT	1	75.00	75.00
LABOR	CUT CASING OFF APPROXIMATELY 5' BELOW GROUND LEVEL; WELD STEEL CAP TO TOP OF WELL CASING	1	1,290.00	1,290.00
	ADDITIONAL ITEMS OUTSIDE OF ORIGINAL QUOTE			
PARTS	ADDITIONAL (9) YARDS OF GRAVEL REQUIRED TO GRAVEL UP OPEN HOLE AREA FROM TOTAL DEPTH TO 10' FROM BOTTOM OF WELL CASING; INCLUDING LABOR TO OBTAIN, DELIVER, & GRAVEL UP	9	635.00	5,715.00T

SUBTOTAL 27,988.00
TAX 0.00
TOTAL \$27,988.00

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14394 E INTERSTATE HIGHWAY 10
CONVERSE, TX 78109
(830) 865-2362

PARTS	ADDITIONAL (165) SACKS OF CEMENT REQUIRED TO PRESSURE CEMENT FROM BOTTOM OF WELL CASING TO SURFACE; INCLUDING LABOR TO MIX & PUMP	165	53.00	8,745.00T
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We really appreciate your business!

SUBTOTAL	27,988.00
TAX	0.00
TOTAL	\$27,988.00

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WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: February 14, 2022

Agenda item: 6.b

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

- PW Director

Discussion/Action – Water System messaging/alerts

X

Attachments for Reference:

- 1) SAWS Be Ready Letter
- 2) SAWS Digital Tool Kit

BACKGROUND / HISTORY: Due to last years Winter Storm Uri, the State signed SB3 into law. This law has several requirements for utility providers. One of the requirements is to provide a way to educate the public and help them prepare for the next major weather event.

DISCUSSION: SAWS has already started their distribution of messaging and digital toolbox of video messages on how to identify pipes that need protection, how to wrap it, how to deal with a boil water notice and the lists goes on.

COURSES OF ACTION:

- Take the messages from SAWS and modify for Shavano Park Water System. (They give you permission to modify and distribute)
- Perhaps add a couple additional as recommend by WAC members.
- Volunteers?

FINANCIAL IMPACT: None

STAFF RECOMMENDATION: Consider recommendations from the WAC.



February 1, 2022

RE: Digital Tool Kit Resources

Dear SAWS Partners:

After an unprecedented freeze last year that left many residents without power or water, San Antonio Water System is urging customers to prepare for emergencies that might affect their water services.

We have launched a dedicated webpage complete with infographics and how-to videos in English and Spanish that can be accessed at www.saws.org/BeReady with content in English and at www.saws.org/preparate with content in Spanish.

To help you share the information with your residents we've put together this quick reference book and included all the files on a Google drive: <https://bit.ly/SAWSbeReady>. Please note that you can use any browser to access the files **EXCEPT** Internet Explorer (IE). If you have any issues accessing the drive when you click the link please make sure you are NOT using IE first.

These files also include short text you can copy and paste into your newsletters or emails by topics in both English and Spanish saved as MS Word documents. If you have any questions or need any additional resources, please reach out via email or phone.

Thank you,

Intergovernmental & External Relations Team

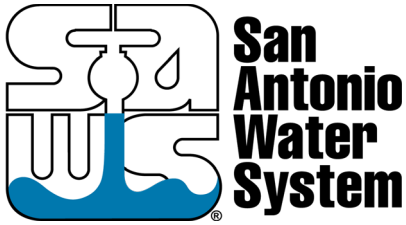
Be Ready for the Unexpected

Preparado para lo Inesperado

Digital Tool Kit

saws.org/BeReady
saws.org/preparate





Water Messaging at your Fingertips

During water emergencies, you want to have all the information you need at your fingertips. So, SAWS has been working hard to develop resources that are available when you need them, and wherever you need them.

In addition to SAWS web page: [SAWS.org/BeReady](https://www.saws.org/BeReady), this digital tool kit provides the actual graphic and video files that you can share as needed, as well as articles and facts that you are welcome to reuse in your publications.

SAWS is committed to providing Sustainable, Affordable, Water and Wastewater Services. Helping our customers be prepared for water emergencies, weather related or otherwise, is part of that commitment.

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Ready for an emergency	5
Toolbox needs	6
How to disinfect water	7
How to flush in a water outage	8
How to wash dishes during a boil water notice	9

Videos*

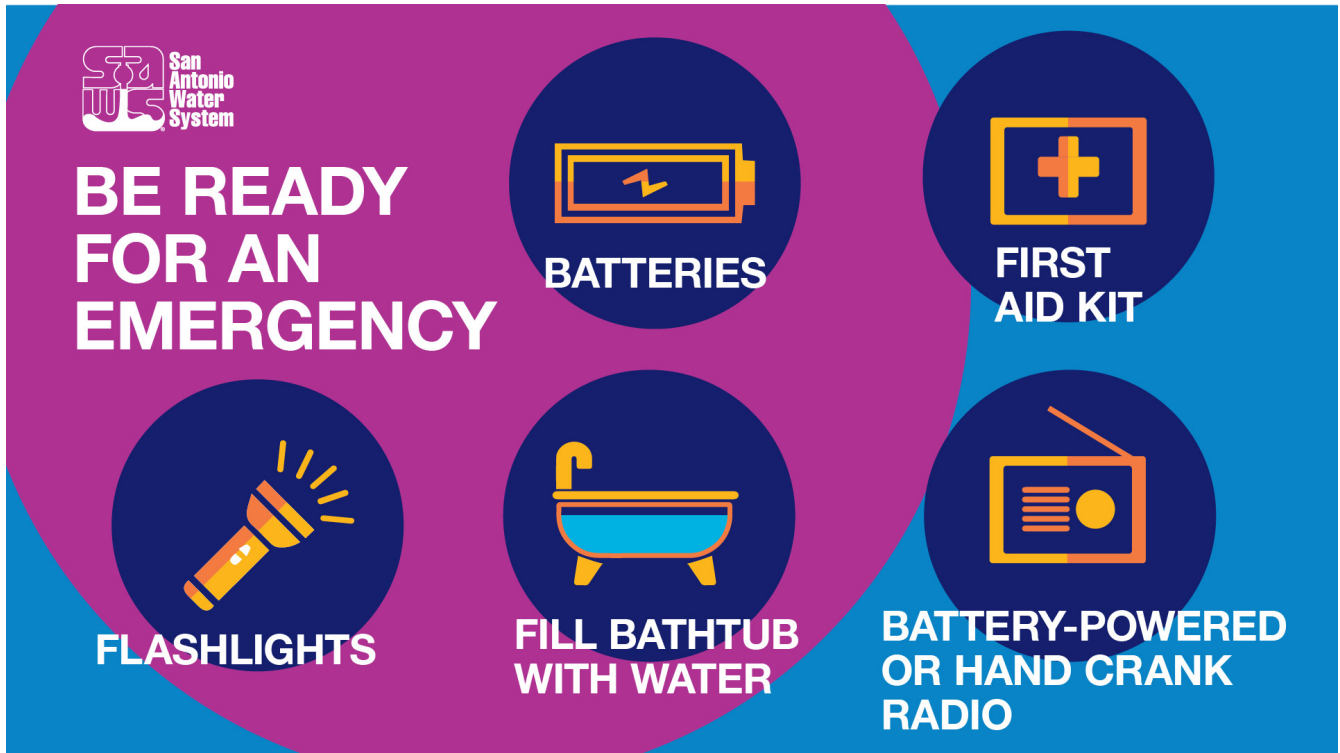
Turning off your water	10
Know your pipes	11
During a boil water notice	12
After a boil water notice	13
Minimize freeze damage	14
Prepare and protect your pipes	15
Prevent swimming pool damage	16
Use your meter to find leaks	17

Articles & More*

Handy article and factoids to use	18
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**All content is in both English and Spanish*

Be Ready for an Emergency

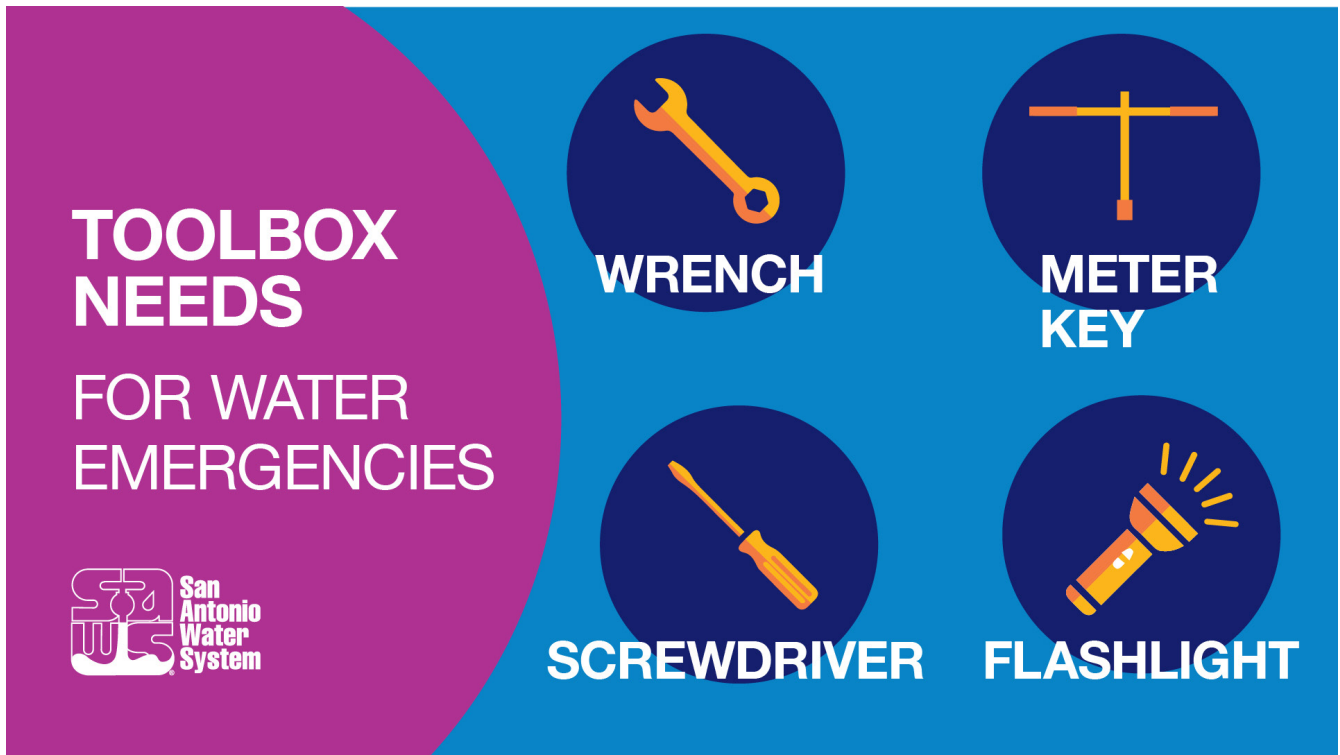


Be Ready for an Emergency Graphic FINAL.jpg



Be Ready for an Emergency - Spanish FINAL.jpg

ToolBox Needs



Key Tools Graphic FINAL.jpg



Key Tools Graphic-Spanish FINAL.jpg

How to Disinfect Water



HOW TO: DISINFECT WATER IF YOU CAN'T BOIL WATER

1

ADD 1/8
TEASPOON OF
HOUSEHOLD
BLEACH PER
GALLON OF WATER



2

SHAKE OR
MIX WELL



8:30
8:00



3

LET SIT FOR 30
MINUTES BEFORE
CONSUMING

How to Disinfect Water - FINAL.jpg



COMO DESINFECTAR EL AGUA SI NO LA PUEDES HERVIR

1

AGREGA 1/8
DE CUCHARADITA
DE CLORO POR
CADA GALÓN
DE AGUA.



2

MEZCLA
BIEN



8:30
8:00




3

DEJA QUE REPOSE
POR 30 MINUTOS
ANTES DE CONSUMIR

How to Disinfect Water Spanish FINAL.jpg

How to Flush in a Water Outage



HOW TO FLUSH IN A WATER OUTAGE

1 YOU CAN USE:

- SAVED WATER FROM BATHTUB
- POOL WATER
- MELTED SNOW

2 REMOVE THE TANK LID AND FILL IT WITH WATER UNTIL IT REACHES THE OVERFLOW LINE

3 FLUSH NORMALLY

How to Flush in a Water Outage Graphic- FINAL.jpg



COMO DESCARGAR EL TANQUE DEL BAÑO CUANDO SE INTERRUMPE EL SERVICIO DE AGUA

1 PUEDES USAR:

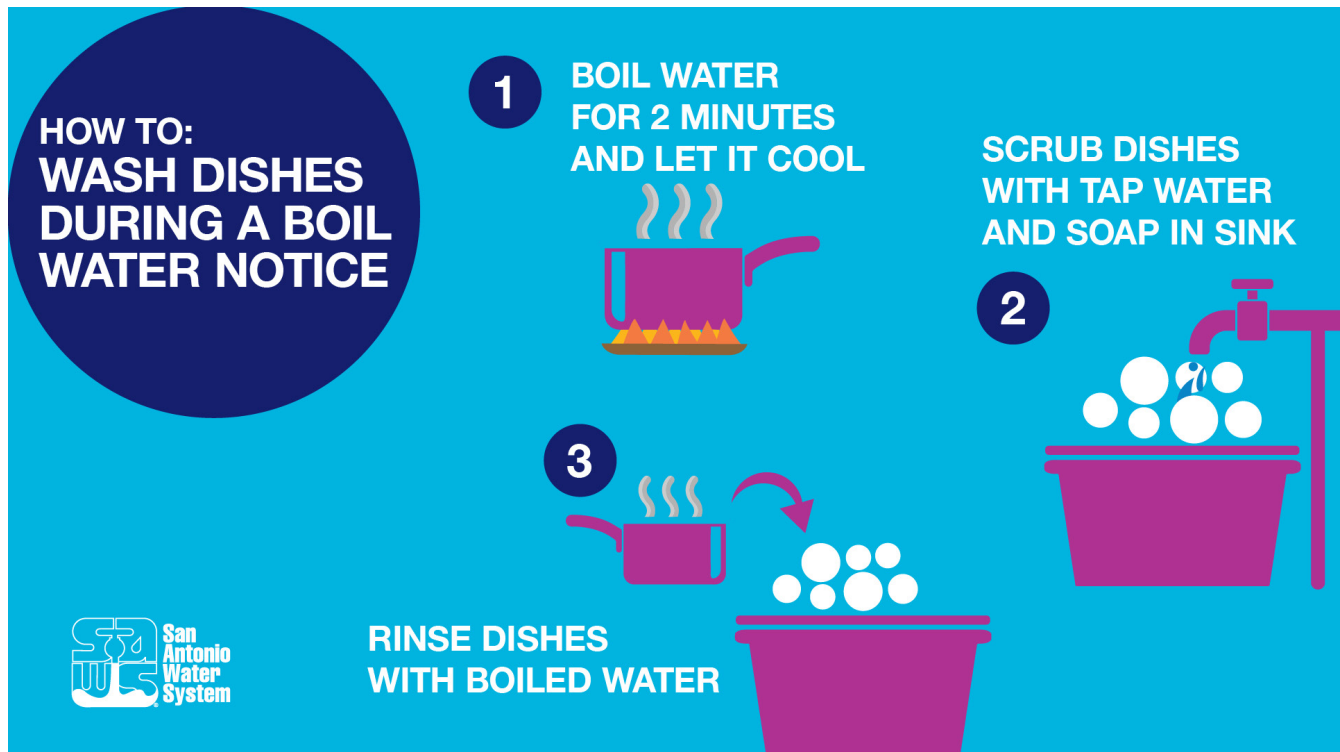
- AGUA APARTADA EN LA BAÑERA
- AGUA DE LA ALBERCA
- NIEVE DERRETIDA

2 QUITA LA TAPA DEL TANQUE Y LLÉNALO CON AGUA HASTA QUE LLEGUE A LA LÍNEA DE DESBORDAMIENTO

3 DESCARGA EL TANQUE NORMALMENTE

How To Flush in a Water Outage-Spanish FINAL.jpg

How to Wash Dishes During a Boil Water Notice



How to wash dishes-FINAL.jpg



How to wash dishes- Spanish FINAL.jpg

Turning Off Your Water

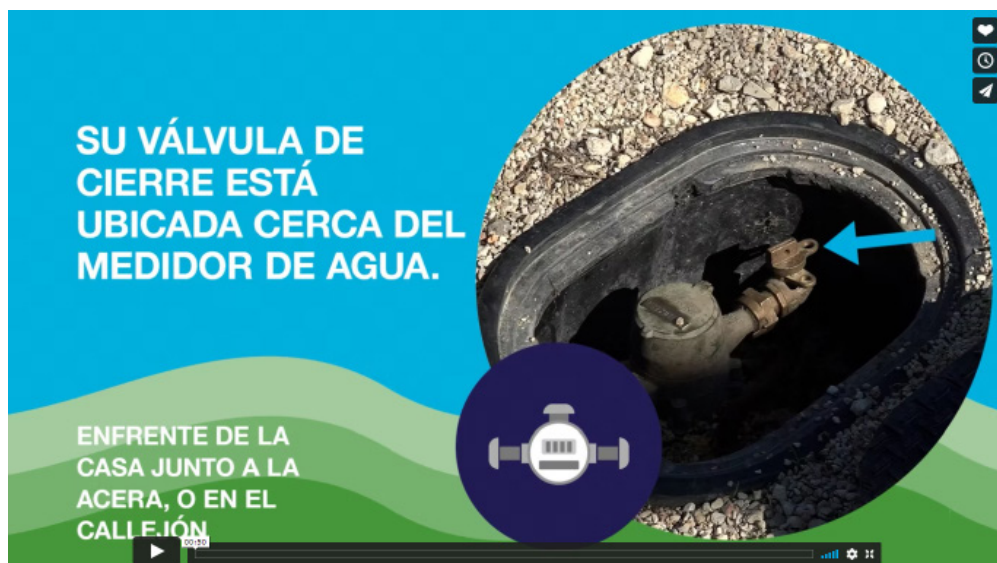
Know how to turn off the water supply to your house during an emergency or when leaving on vacation. This can help you avoid water damage from leaking pipes, dripping water heaters, frozen pipes or other causes. damage from leaks and save you money on your water bill.



Turning Off Your Water.mp4

Como apagar el agua

Aprende cómo cerrar el suministro de agua a tu casa durante una emergencia o cuando te vayas de vacaciones. Esto puede ayudarte a evitar daños por fugas de tuberías rotas, calentadores de agua que gotean, tuberías congeladas u otras causas.



Turning Off Your Water Spanish.mp4

Know Your Pipes

Protecting, maintaining and repairing the pipes on your property can help you avoid damage from leaks and save you money on your water bill.



Know Your Pipes.mp4

Conoce tu tubería

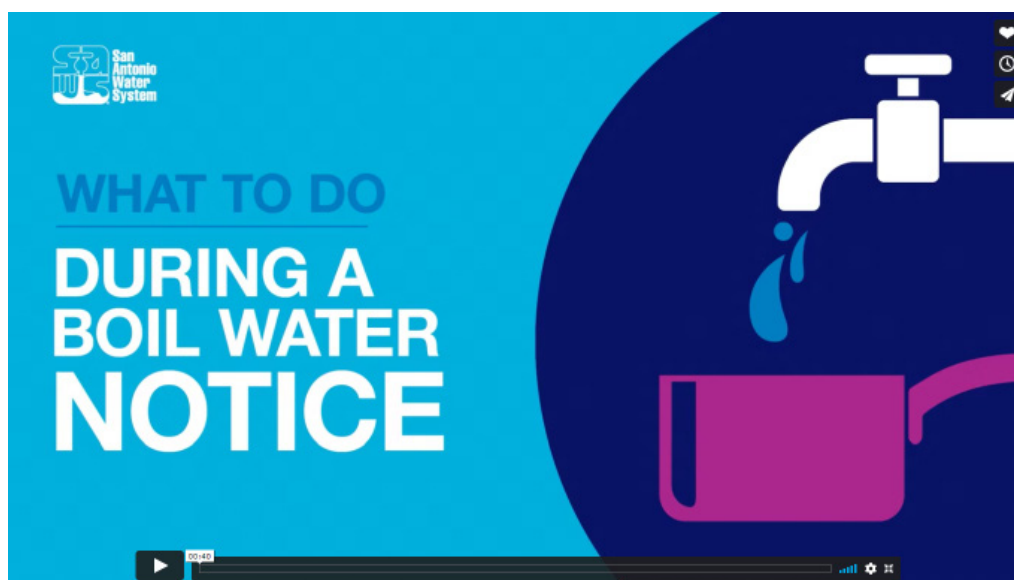
Proteger, mantener y reparar la tubería de tu propiedad puede ayudarte a evitar daños por fugas y ahorrarte dinero en la factura del agua.



Know Your Pipes Spanish.mp4

During a Boil Water Notice

Protecting, maintaining and repairing the pipes on your property can help you avoid damage from leaks and save you money on your water bill.



During Boil Notice.mp4

Durante un Aviso de Hervir Agua

Cuando se emite un aviso de hervir agua y necesitas usar agua de la llave, debes hervir el agua antes de: beberla, preparar bebidas, preparar comida, cepillarte los dientes o hacer hielo.



During Boil Notice Spanish.mp4

After a Boil Water Notice

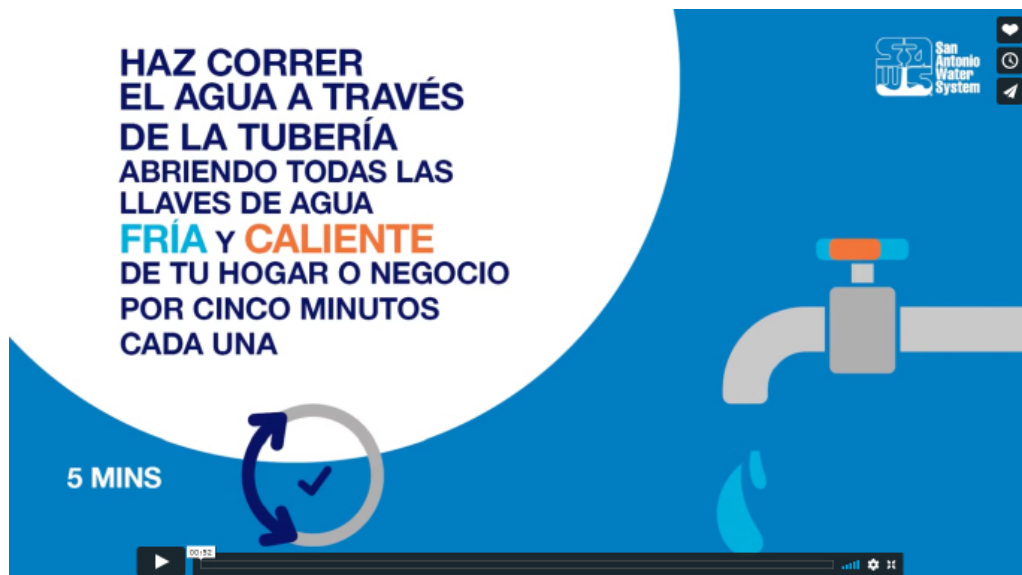
After a boil water notice is lifted, here are the steps to flush the water lines and sanitize connected appliances.



After Boil Notice.mp4

Después de un Aviso de Hervir Agua

Después de que se levante el aviso de hervir el agua, estos son los pasos para descargar las líneas de agua y desinfectar los electrodomésticos conectados.



After Boil Notice Spanish.mp4

Minimize Damage in a Freeze

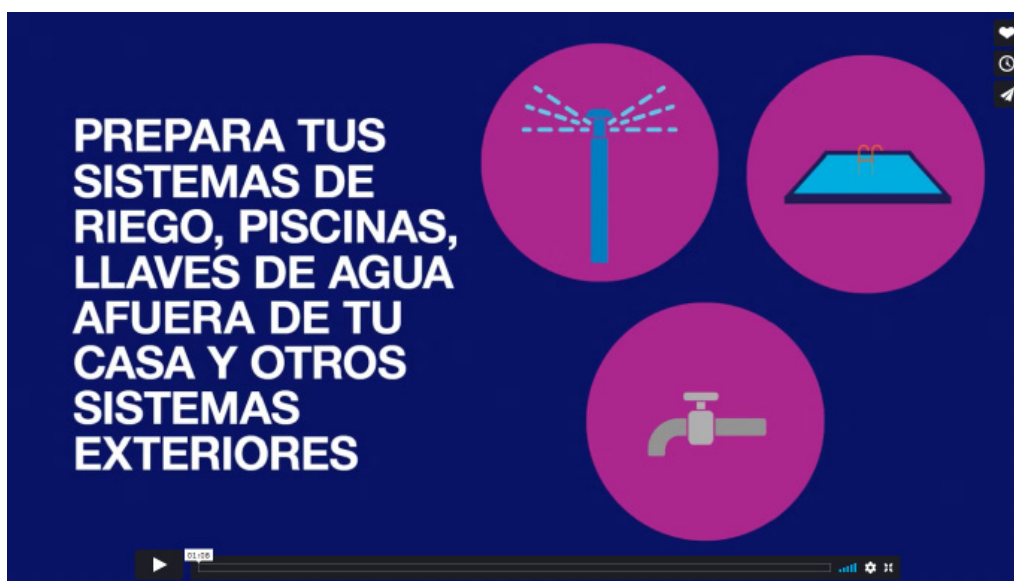
Protect your home and property when temperatures dip below freezing. Use these tips to identify and protect areas that could be vulnerable to freeze damage.



Minimize Damage.mp4

Minimiza el daño durante una helada

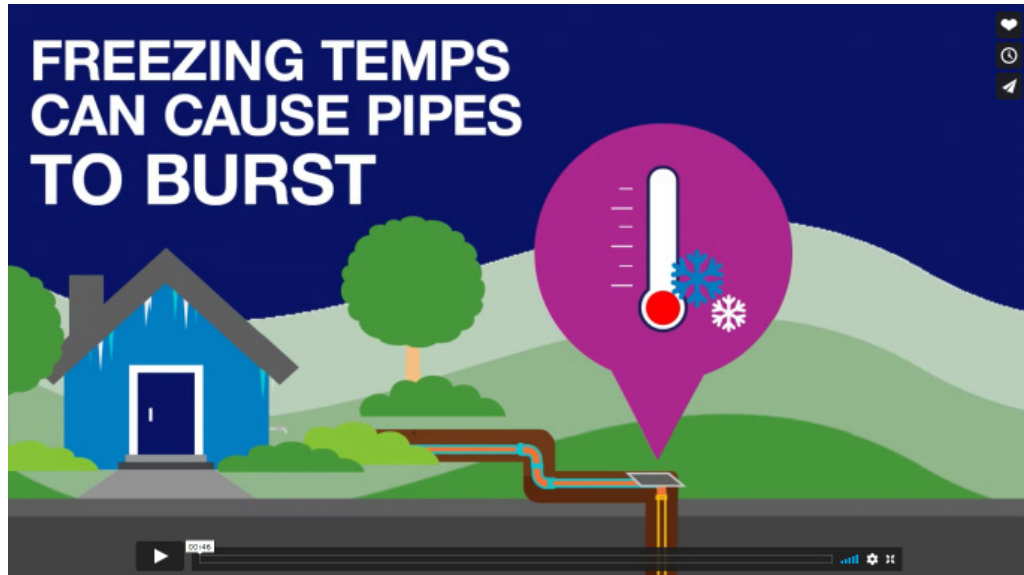
Protege tu hogar y propiedad cuando haya temperaturas congelantes. Utiliza estos consejos para identificar y proteger las posibles áreas vulnerables al daño por congelación.



Minimize Damage Spanish.mp4

Prepare & Protect Your Pipes

In very cold weather, ice can form in plumbing exposed to frigid air. Over time, this can cause the pipe to burst. Follow these tips to avoid the cost and inconvenience of frozen pipes.



Protect Pipes.mp4

Prepara y Protege tus Tuberías

En climas muy fríos, se puede formar hielo en las tuberías expuestas al aire helado. Con el tiempo, esto puede hacer que la tubería se reviente. Sigue estos consejos para evitar el costo y las molestias de lidiar con las tuberías congeladas.



Protect Pipes Spanish.mp4

Prevent Swimming Pool Damage

A pool is a big investment. Take these preventive steps to decrease or prevent freeze damage from cracked equipment or burst pipes that could save you money from costly repairs and replacements.



Prevent Pool Damage.mp4

Evita daños a tu piscina

Una piscina es una gran inversión. Toma estos pasos preventivos para disminuir o prevenir daños por congelamiento como equipo agrietados o tuberías reventadas que podrían ahorrarte dinero de costosas reparaciones y reemplazos.



Prevent Pool Damage Spanish.mp4

Use Your Meter To Find Leaks

If you have an unusually high water bill and aren't sure where all that water went, you can use the water meter to check for leaks.



Find Leaks.mp4

Usa tu medidor para encontrar fugas

Si tienes una factura de agua inusualmente alta y no estás seguro dónde se usó toda esa agua, puedes usar el medidor de agua para verificar si hay fugas



Find Leaks Spanish.mp4

Articles & More

Feel free to use these in your newsletters and neighborhood stories.

Ready for the Unexpected-Eng_Span.docx

Are You Ready To Weather An Emergency?

Following last February's record-breaking winter storm, it seemed clear that San Antonians simply weren't ready — for the temperatures, the power outages, and the resulting loss of water service. It was a catastrophe that affected all of us and it's something we don't want to experience ever again.

Emergencies happen. So, SAWS has been working hard to make sure they don't affect your water service in the future.

SAWS is building up resiliency in their power sources and work systems. And they're providing you with tips and tools to help you "Be Ready" for a winter freeze or other emergencies.

From how to prepare water during a boil water notice to which emergency supplies to keep on hand, these resources will help you be ready for the unexpected. It's all available in English and Spanish at saws.org/BeReady and saws.org/Prepare.

¿Estás listo para enfrentar una emergencia?

Después de la tormenta invernal sin precedentes del febrero pasado, parecía claro que los habitantes de San Antonio simplemente no estaban preparados — para las temperaturas, los cortes de energía y la consiguiente pérdida del servicio de agua. Fue una catástrofe que nos afectó a todos y es algo que no queremos volver a vivir.

Las emergencias suceden. Por lo tanto, SAWS ha estado trabajando arduamente para asegurarse de que no afecten tu servicio de agua en el futuro.

SAWS está aumentando la resiliencia de sus fuentes de energía y sistemas de trabajo. Y te brindan consejos y herramientas para ayudarte a "estar preparado" para una helada de invierno u otras emergencias.

Desde cómo preparar el agua durante un aviso de hervir el agua hasta qué suministros de emergencia debes tener a mano, estos recursos te ayudarán a estar preparado para lo inesperado. Todo está disponible en inglés y español en saws.org/BeReady y saws.org/Prepare.

Be Ready... Handy Facts to Know

Know Your Pipes-Eng_Span.docx

Be Ready for the Unexpected

Things you should know about...Your pipes

Did you know that the pipes that run from your home out to the water meter are your responsibility. It is up to you to protect and maintain them, fix breaks, and identify and repair leaks. You can see a handy diagram here: <https://youtu.be/7xPxFM8uHzQ>

Shut it off! In case of a plumbing emergency, know where the water shut-off valve is located Learn about it now, BEFORE there is an emergency. https://youtu.be/BYp_9JZQb3A

Good to Know! Did you know you can use your water meter to determine if you have a leak? Find out more here: <https://youtu.be/74GeQSYJCVA>

Cosas que debes saber sobre tus tuberías y servicio de agua...

Conoce tu tubería: ¿Sabías que la tubería que van desde tu casa hasta el medidor de agua es tu responsabilidad? Depende de ti protegerlas y mantenerlas, reparar roturas e identificar y reparar fugas. Puedes ver un diagrama útil aquí: <https://youtu.be/7xPxFM8uHzQ>

¡Ciérrale! En caso de una emergencia de plomería, infórmate dónde se encuentra la válvula de cierre de agua (pequeña pista, está al lado del medidor de agua). Prepárate ahora, ANTES de que haya una emergencia. https://youtu.be/BYp_9JZQb3A

¡Bueno saber! ¿Sabías que puedes usar tu medidor de agua para determinar si tienes una fuga? Más información aquí: <https://youtu.be/74GeQSYJCVA>

Hard Freeze-Eng_Span.docx

Things you should know about...Hard freeze? Cover Pipes Up!

Outdoor pipes and equipment in San Antonio need to be insulated and covered. For hard freezes:

- Disconnect anything connected to a hose bib. Also cover hose bibs and any other exposed pipes.
- Turn off irrigation systems at the shut-off valve. <https://youtu.be/02LCmya0Hgc>
(In most cases there is no need to drain the system)
- Check that all in-ground valve boxes have covers or fill space with rags.
- Insulate above-ground backflow devices.

If you have unheated areas like a garage or shed where appliances are located, plan ahead and insulate pipes to washing machines, water heaters, water softeners, etc. <https://youtu.be/zsRtxZ42->

If you live in a home with pier & beam construction or prefab or mobile home construction, insulate exposed pipes in the crawl space with store bought foam or fiberglass insulation sleeves. Or you can use old rags, bags, and tape to protect your pipes. If your home has plumbing in cabinets on outside walls without insulation, leave the cabinet doors open to allow warmer indoor air to circulate.

¿Va a Congelar? ¡Cubre las tuberías!

Las tuberías y equipos exteriores en San Antonio deben aislarse y cubrirse. Para heladas fuertes:

- Desconecta todo lo que esté conectado a un grifo de manguera (llave de agua exterior). Cubre también las llaves y cualquier otra tubería expuesta.
- Apaga los sistemas de riego desde la válvula de cierre. <https://youtu.be/02LCmya0Hgc> (No es necesario vaciar el sistema)
- Verifica que todas las cajas de válvulas enterradas tengan tapas o llena el espacio con trapos.
- Aísla los dispositivos de reflujo que estén expuestos.

Si tienes áreas sin calefacción como una cochera o cobertizo donde se encuentran los electrodomésticos, planifica con anticipación y aísla las tuberías de las lavadoras, calentadores de agua, ablandadores de agua, etc. <https://youtu.be/zsRtxZ42-A>

Si vives en una casa con construcción de pilares y vigas o en una casa prefabricada/móvil, aísla las tuberías expuestas en el entresuelo con fundas aislantes de espuma o fibra de vidrio. O puedes usar trapos viejos, bolsas y cinta adhesiva para proteger tus tuberías. Si tu casa tiene plomería dentro de gabinetes en paredes exteriores sin aislamiento, deja las puertas del gabinete abiertas para permitir que circule aire más cálido.

Service Interruptions-Eng_Span.docx

Things you should know about...Service Interruptions:

Prepare ahead of time for a water service interruption. You can keep bottled water on hand. In addition, just beforehand, you can fill pitchers or large containers from your tap to use for cooking and drinking. You can also fill your bathtub with water to use that water for flushing or washing dishes.

Interrupciones del servicio: prepárate con anticipación para una interrupción del servicio de agua.

Puedes tener agua embotellada a la mano. Además, justo antes de la interrupción, puedes llenar jarras o recipientes grandes de tu llave del agua para usarla para cocinar y beber. También puedes llenar tu bañera con agua y usarla para descargar la taza del baño o lavar los platos.

Boil Notice - Before and After-Eng_Span.docx

Things you should know about... What to do during and after a Boil Water Notice:

For a boil water notice: Heat water to a rolling boil for two minutes to kill bacteria. If you don't have electricity, remember that you can still heat water outside on a grill or camping stove.

After a boil water notice: Flush hot and cold pipes in your home for five minutes, dispose of ice, and run your dishwasher without dishes to disinfect.

Qué hacer durante y después de un aviso de hervir el agua:

Cuando hay aviso de hervir el agua: Calienta el agua hasta que hierva y déjala hervir vigorosamente por lo menos dos minutos para matar la bacteria. Si no tienes electricidad, recuerda que aún puedes calentar agua afuera en una parrilla, asador o estufa para acampar.

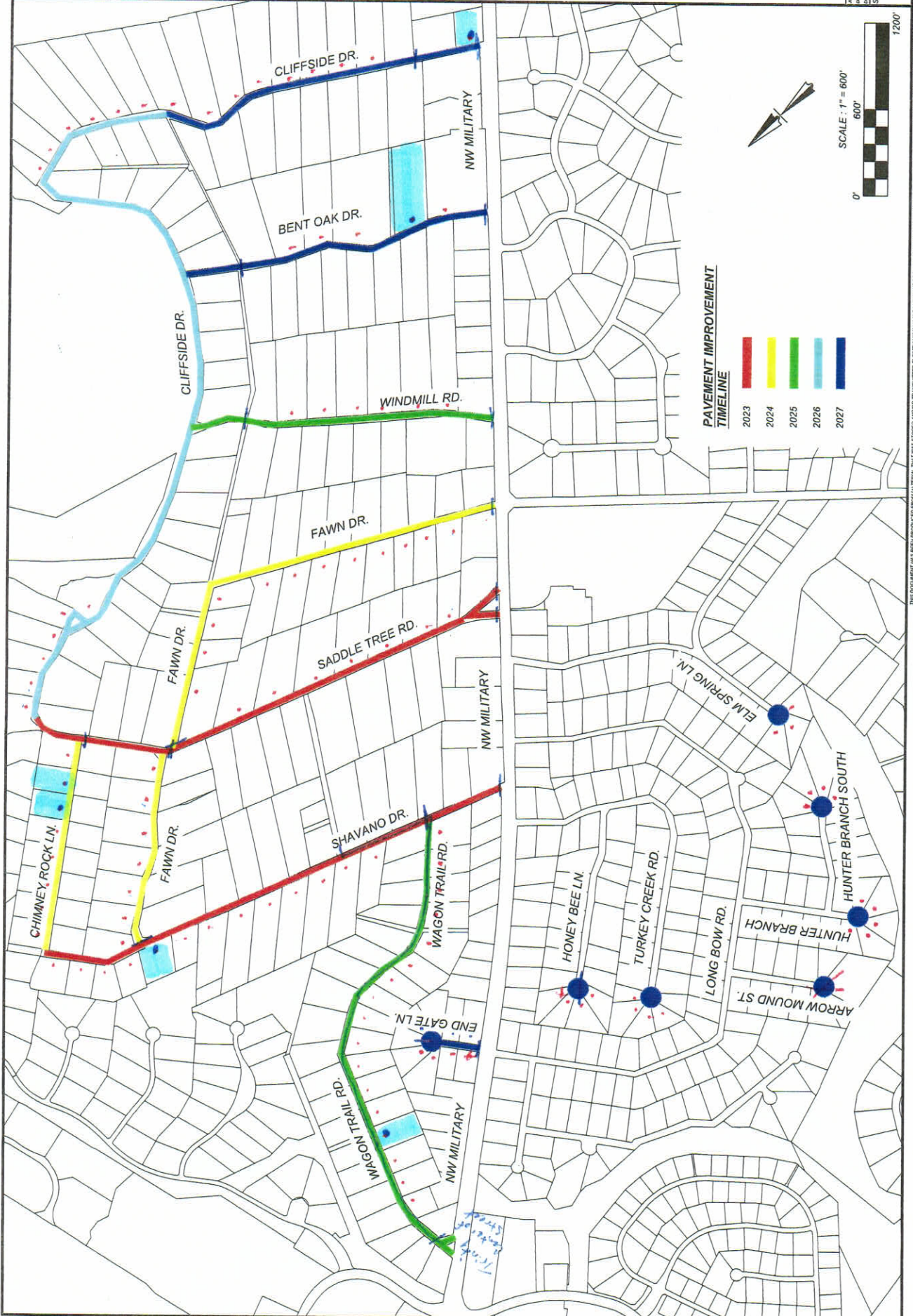
Después de un aviso de hervir el agua: Haz correr el agua a través de la tubería abriendo todas las llaves de agua fría y caliente de tu hogar o negocio durante cinco minutos cada una, desecha el hielo y haz funcionar tu lavavajillas sin platos para desinfectarla.





CITY OF SHAVANO PARK ROADWAY IMPROVEMENT 5 YEAR PLAN

DATE: 10/15/2023
SHEET NUMBER: EX-1



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Item Description	QTY	Unit Cost	Cost
4" SCH 40 PVC Sleeve	25	\$ 2.75	\$ 68.65
Saddle 6" w/ 1" tap	1	\$ 52.94	\$ 52.94
1" Corporation	1	\$ 65.60	\$ 65.60
1" Pex	40	\$ 2.25	\$ 90.00
1" Straight Curb stop	1	\$ 136.49	\$ 136.49
Compression x meter nut	2	\$ 2.34	\$ 4.68
Total			
Asphalt			
22 ft wide x 2.5 ft long	0.7	\$ 52.00	\$ 36.40
2" thick			
Base			
22 ft wide x .5 ft long	0.81	\$ 35.71	\$ 28.93
24" deep			
Sand			
22 ft wide x .5 ftlong	0.5	\$ 35.71	\$ 17.86
2" deep			
Topsoil	1	\$ 60.00	\$ 60.00
		Total	\$ 561.54

Street	# of service	Unit Cost	Total
Wagon Trail	16	\$ 561.54	\$ 8,984.64
End Gate	3	\$ 561.54	\$ 1,684.62
Shavano Dr	12	\$ 561.54	\$ 6,738.48
Chimney Rock	6	\$ 561.54	\$ 3,369.24
Fawn Dr	19	\$ 561.54	\$ 10,669.26
Saddletree	7	\$ 561.54	\$ 3,930.78
Cliffside	20	\$ 561.54	\$ 11,230.80
Windmill	6	\$ 561.54	\$ 3,369.24
Bent Oak	4	\$ 561.54	\$ 2,246.16
			\$ 52,223.23

Street	# of service	Average day	Total Days
Wagon Trail	16	3	5.3
End Gate	3	3	1.0
Shavano Dr	12	3	4.0
Chimney Rock	6	3	2.0
Fawn Dr	19	3	6.3
Saddletree	7	3	2.3
Cliffside	20	3	6.7
Windmill	6	3	2.0
Bent Oak	4	3	1.3

32 days

	# services	Days of work	Rental Time
Phase 1	28	9.3	2
Phase 2	25	8.3	2
Phase 3	13	4.3	1
Phase 4	20	6.7	2
Phase 5	7	2.3	1

8+ months

Rock Saw	Purchase (June)		\$ 74,925.00
	Rent (month)	\$ 7,000.00	\$ 56,000.00

Propose during
budget Amendment
in Feb/MARCH



vermeer Texas-Louisiana
16593 Interstate 35 N
Selma, TX 78154
Ph: (210) 337-7700
vermeertexas.com

Please remit to:
Vermeer Texas-Louisiana
Dept # 41351 • PO Box 650823
Dallas, TX 75265-0823

Ship To: IN STORE PICKUP

Invoice To: CITY OF SHAVANO PARK
900 SADDLETREE COURT
SHAVANO PARK TX 78231

Branch 02 - SELMA		
Date 01/12/2022	Time 9:16:35 (O)	Page 1
Account No SHAVA002	Phone No 2104922841	Est No 01 Q01613
Ship Via		Purchase Order .
Tax ID No 32040334586		
JOHN CARVER		Salesperson 151

EQUIPMENT QUOTE - NOT AN INVOICE

Description	** Q U O T E **	EXPIRY DATE: 02/11/2022	Amount
New VERMEER RTX450 RTX450 TRACTOR W/DEUTZ 2.9 49HP TIER 4F E			83250.00
BUYBOAR APPROVED VENDOR			
10% DISCOUNT TO BE APPLIED			
REF# 597-19			

Miscellaneous Charges/Credits

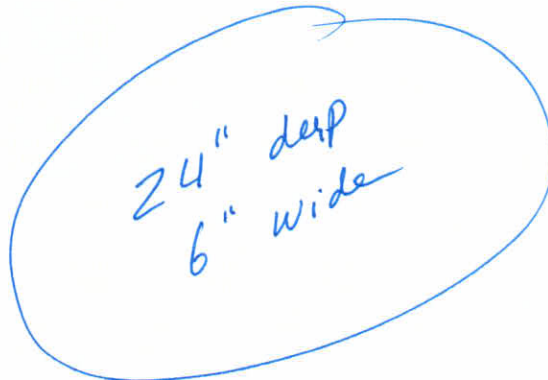
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DISCOUNT	Qty: 1	Price: 8325.00	8325.00-
----------	--------	----------------	----------

Subtotal: 74925.00

Quote Total: 74925.00

Authorization: _____



Good for thirty (30) days from date of quote.

Thank You For Your Business!



vermeer Texas-Louisiana
16593 Interstate 35 N
Selma, TX 78154
Ph: (210) 337-7700
vermeertexas.com

Please remit to:
Vermeer Texas-Louisiana
Dept # 41351 • PO Box 650823
Dallas, TX 75265-0823

Ship To: IN STORE PICKUP

Invoice To: CITY OF SHAVANO PARK
900 SADDLETREE COURT
SHAVANO PARK TX 78231

Branch 02 - SELMA		
Date 02/04/2022	Time 7:47:18 (O)	Page 1
Account No SHAVA002	Phone No 2104922841	Est No 01 Q01640
Ship Via		Purchase Order
Tax ID No 32040334586		
JOHN CARVER		Salesperson 151

EQUIPMENT QUOTE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 03/06/2022 Amount

Stock #: 1055577 Serial #: 1VR9112MCN1004156 115000.00

New 2022 VE RTX750

New 2022 VERMEER RTX750 RTX750 TRACTOR W/DEUTZ TD2.9L4 TIER

Stock #: 1055578 Serial #: 1VRC090XCN1000144 46000.00

New 2022 VE RW732

NEW 2022 VERMEER RW732 RW732 28"-32"ROCKWHEEL W/O WHEEL-CTR

Miscellaneous Charges/Credits

=====

DISCOUNT Qty: 1 Price: 19320.00 19320.00-

Subtotal: 141680.00

Quote Total: 141680.00

Authorization: _____

BUYBOARD DISCOUNT APPROVED

CONTRACT# 597-19

12% DISCOUNT

Good for thirty (30) days from date of quote.

Thank You For Your Business!

TAP Services-Connections@City of Shavano Park



UNDERGROUND WATER SOLUTIONS, Co.

13342 Old Kimbro Rd.

Manor, TX 78653

Contact: EDDIE BENITEZ

Phone: 512-278-9333

Cell: 512-435-1161

Quote To: Brandon

Attn:

Phone:

Fax:

E-Mail:

Job Name:

Date of Plans:

Date of BID:

No.of BID:

TAP Services-Connections@City of Sha

No Plans

01/24/2022

BID 713

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	BID ITEMS				
1	Rem&Rep.EXIS.Asphalt Pavement Segment 2.5'W x 20'L	100.00	EA	600.00	60,000.00
2	Ins. 6"Dia.x1"Dia. Service SADDLE	100.00	EA	1,050.00	105,000.00
3	Pipe 1"Dia.PVC-HDPE W-Service	4,000.00	LF	28.00	112,000.00
4	Pipe 2"Dia.PVC-SCH-40 CASING	3,000.00	LF	8.00	24,000.00
5	Connect Prop.1"Dia.W-Service to EXIS. W-METER	100.00	EA	450.00	45,000.00
	MISCELLANEOUS				
6	Mobilization	2.00	EA	21,000.00	42,000.00
GRAND TOTAL					\$388,000.00