

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
MONDAY, OCTOBER 10, 2022
5:30 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, August 8, 2022

5. REPORTS - Public Works Director Update

- a. Water system
 - i. Water System Infrastructure Updates
 - Water Meters
 - ii. NW Military update
- b. August 2022 Financial Report

6. REGULAR BUSINESS

- a. Discussion / Action – Nomination and appointment of Chairman
- b. Discussion / Action – Nomination and appointment of Vice-Chairman
- c. Discussion / Update – Relocation of 97 water service lines and extend 4 cul de sac water mains with 16 service lines in preparation for Street Bond – PW Director
- d. Discussion / Action - Monthly pumping and status update - PW Director

7. FUTURE ITEMS

- a. Sanitary Sewer Easements around well sites
- b. Adding and updating the water fee schedule
- c. Sanitary Sewer Easements around well sites
- d. Increase the resilience of the water system

8. ADJOURNMENT

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 7th day of October 2022 at 2:50 pm and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Trish Nichols
City Secretary

Accessibility Statement

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

1. CALL MEETING TO ORDER

Chairman Walea called the meeting to order at 5:31 p.m.

2. ROLL CALL

PRESENT:

Al Walea, Chairman
Tommy Peyton
Matt Trippy
Mike Colemere
Sam Bakke

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 July 07, 2022

Member Peyton made a motion to approve the July 07, 2022 meeting minutes.
Member Colemere 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 pump at the Huebner plant went out Thursday, August 4th and it will be replaced with one of the two pumps the city has on order.

PW Director Peterson reported three water main breaks that occurred on July 13, July 18 and July 27. The water main breaks were caused by the contractors working on NW Military and we have sent them invoices for the expenses we have incurred as a result of those water main breaks.

PW Director Peterson reported that the relocation of long services was completed on Chimney Rock Lane and partially complete on Wagon Trail. Three valves were added along the water main on Wagon Trail.

ii. Water Meters

PW Director Peterson reported that we have received the last remaining cellular meters that were on order.

Chairman Walea suggested that we prioritize the install of all remaining cellular meters.

b. June 2022 Financial Report

City Manager Bill Hill presented the June 2022 Financial Report.

6. REGULAR BUSINESS

a. Discussion / Review – FY 2021-22 Budget Amendment

City Manager Hill presented the FY 2021-22 Budget Amendment.

City Manager Hill suggested that we add \$10,000 needed to rent the rock saw for the relocating of long services for the remaining FY 2021-22 fiscal year.

Chairman Walea asked to see the final fund balance for FY 2021-22 when it becomes available.

Member Colemere made a motion to approve the presentation to City Council of the proposed FY 2021-22 Budget Amendment.

Member Peyton seconded the motion.

The motion carried with a unanimous vote.

b. Discussion/review – Change order to NW Military Project

PW Director Peterson discussed the change order initiated that would replace approximately 250 feet of AC pipe where there was damage by the contactors.

c. Discussion/review – Well #1: Solution to meet TCEQ requirements

PW Director Peterson discussed both solutions to meeting TCEQ requirements of either temporarily capping Well #1 or to place it back into operation.

Consensus was reached to move forward with temporarily capping Well #1.

d. Discussion/ review – Monthly pumping and status update

PW director Peterson reported that water pumped this year to date is still trending higher than average.

Chairman Walea suggested we consider enacting a surcharge to customers that use excessive water.

City Manager Hill suggested we consider enforcing ordinances already in place that limit irrigation.

PW Director Peterson will continue to closely monitor water pumped monthly.

7. FUTURE ITEMS

a. Updating the water fee schedule

b. Increase the resilience of the water system

8. ADJOURNMENT

Member Colemere made a motion to adjourn this meeting.

Member Trippy seconded the motion.

Chairman Walea adjourned the meeting at 7:16 pm.

Al Walea, Chairman

Jessica Chinski, Office Manager

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: October 10, 2022

Agenda item: 5.b.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Presentation of August 2022 Financial Report

Attachments for Reference: 1) August 2022 Revenue and Expense Report

BACKGROUND / HISTORY:

The information provided in the attachment is for the FY 2021-22 budget period, month ending August 31, 2022. The “Current Budget” column contains the original adopted budget plus one amendment, as approved by Council at its August 22, 2022 regular meeting. This summary highlights a number of points related to the current month’s activity.

DISCUSSION:

As of August 31, 2022, the Water Fund total revenues are \$1,139,580 or 91.40% of the total amended budgeted amount. Water Fund (Water Department & Debt Service) expenses total \$1,156,889 or 92.79% of the amended budget.

Revenues:

- Water consumption (5015) billed in August 2022 for the month of July 2022 is \$161,352, with 94.78% of amended budget recognized to date. This is \$113,340 more revenue recognized as compared to the same month prior year.
- The Debt Service (5018) is on target with the annual budgeted amount as it is a flat fee and not related to volume charges, at 91.63%.
- The Water Service Fee (5019) is ahead of budget at 94.83%, as the old 5/8” meters are replaced with new 3/4” meters, increasing the monthly meter fee.
- The EAA Pass Thru (5036) fees are charged to customers based on usage, \$17,654 was recorded for the month and 92.77% of the annual budgeted amount has been recognized to date.
- Other income (7011) – includes \$3,816 from the NWM sub-contractor related to the July 18th Fawn intersection water main damage. (Note – additional payments totaling almost \$30,000 were received in September)
- Transfer in – Capital Replacement (8072) reflects the transfer in that funded the hardened chlorine bldg. at Well #5.

Expenses:

Water Department (606) expenses for the day-to-day operations are on budget with a total of \$77,859 incurred this month, 91.29% of the amended budget utilized to date. Larger expenses this month include: \$3,036 for Vactron rental for street project work and \$1,826 for generator rental to power the Huebner plant during electrical upgrade work in Equipment Leases (5005), the connex box purchase is recorded in Building Maintenance (5030), Huebner Storage Tank (6060)

reflects \$5,096 for the electrical service upgrade, Water System Maint (6072) reflects normal restocking of parts & supplies, Water System Improvements (8080) includes parts and materials for relocating the long services in advance of the street reconstruction project as well as the related rocksaw rental.

The debt payments were made as scheduled this month, including \$28,940 towards the first SIB loan payment, which is all principal. The next scheduled debt payments are in February 2023 for principal and interest on the two outstanding bonds and total \$151,216.

Payroll:

The City is on a bi-weekly payroll; there have been 24 pay periods out of 26 so approximately 92.31% should be expensed in the line items directly related to salaries and the Utility is on budget for that line item. Overtime budgeted aggressively due to the NW Military project. Workers Comp Insurance (1037) is expensed quarterly, is at 70.42%, below budget as preliminary rates were used during the budget process. The next expense recognition at the end of September. TMRS (1040) expenditure is at approximately 98.26%, in line with the related salaries and overtime accounts. Health insurance related line items are at 91.67%, right on target with budget as that line is not dependent on compensation. There have been no position vacancies this fiscal year to date.

COURSES OF ACTION: None related to the Report – informational.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: AUGUST 31ST, 2022

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 91.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,246,820.00</u>	<u>214,785.05</u>	<u>1,139,579.54</u>	<u>107,240.46</u>	<u>91.40</u>
TOTAL REVENUES	<u>1,246,820.00</u>	<u>214,785.05</u>	<u>1,139,579.54</u>	<u>107,240.46</u>	<u>91.40</u>
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	1,032,017.00	77,859.07	942,085.09	89,931.91	91.29
DEBT SERVICE	<u>214,803.00</u>	<u>63,053.39</u>	<u>214,764.18</u>	<u>38.82</u>	<u>99.98</u>
TOTAL EXPENDITURES	<u>1,246,820.00</u>	<u>140,912.46</u>	<u>1,156,849.27</u>	<u>89,970.73</u>	<u>92.78</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	73,872.59	(17,269.73)	17,269.73	0.00

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 91.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>WATER SALES</u>					
20-599-5015 WATER CONSUMPTION	777,426.00	161,352.06	736,833.60	40,592.40	94.78
20-599-5016 LATE CHARGES	11,000.00	1,105.73	9,497.52	1,502.48	86.34
20-599-5018 DEBT SERVICE	189,900.00	15,851.16	174,001.48	15,898.52	91.63
20-599-5019 WATER SERVICE FEE	58,800.00	5,334.62	55,759.76	3,040.24	94.83
20-599-5036 EAA PASS THRU CHARGE	99,700.00	17,653.50	92,495.36	7,204.64	92.77
20-599-5037 CONNECTION/DISCONNECT FEE	0.00	0.00	0.00	0.00	0.00
20-599-5040 TAPPING FEES	0.00	0.00	0.00	0.00	0.00
TOTAL WATER SALES	1,136,826.00	201,297.07	1,068,587.72	68,238.28	94.00
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	1,000.00	625.68	2,515.81 (1,515.81)	251.58
20-599-7011 OTHER INCOME	20,000.00	4,225.37	5,290.26	14,709.74	26.45
20-599-7012 LEASE OF WATER RIGHTS	21,000.00	0.00	21,000.00	0.00	100.00
20-599-7028 TCEQ GRANT	0.00	0.00	0.00	0.00	0.00
20-599-7060 CC SERVICE FEES	4,000.00	1,436.36	8,046.79 (4,046.79)	201.17
20-599-7075 SITE/TOWER LEASE REVENUE	26,062.00	1,961.57	24,106.66	1,955.34	92.50
20-599-7090 SALE OF FIXED ASSETS	4,800.00	0.00	4,793.30	6.70	99.86
20-599-7095 WATER SYSTEM DAMAGE BILLING	0.00	0.00	0.00	0.00	0.00
20-599-7097 INSURANCE PROCEEDS	0.00	0.00	0.00	0.00	0.00
TOTAL MISC./GRANTS/INTEREST	76,862.00	8,248.98	65,752.82	11,109.18	85.55
<u>TRANSFERS IN</u>					
20-599-8010 TRANSFER FROM GENERAL (NWM)	0.00	0.00	0.00	0.00	0.00
20-599-8072 TRF IN-CAPITAL REPLACEMENT	33,132.00	5,239.00	5,239.00	27,893.00	15.81
20-599-8090 PRIOR PERIOD ADJUSTMENT	0.00	0.00	0.00	0.00	0.00
20-599-8099 TRF IN - RESERVES	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS IN	33,132.00	5,239.00	5,239.00	27,893.00	15.81
<hr/>					
TOTAL NON-DEPARTMENTAL	1,246,820.00	214,785.05	1,139,579.54	107,240.46	91.40
<hr/>					
TOTAL REVENUES	1,246,820.00	214,785.05	1,139,579.54	107,240.46	91.40

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 91.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
20-606-1010 SALARIES	224,560.00	17,088.49	206,763.87	17,796.13	92.08
20-606-1015 OVERTIME	15,000.00	1,279.84	14,999.90	0.10	100.00
20-606-1020 MEDICARE	3,400.00	272.46	3,275.49	124.51	96.34
20-606-1025 TWC (SUI)	1,080.00	0.00	18.00	1,062.00	1.67
20-606-1030 HEALTH INSURANCE	29,088.00	2,424.00	26,664.00	2,424.00	91.67
20-606-1031 HSA	178.00	11.10	144.30	33.70	81.07
20-606-1033 DENTAL INSURANCE	1,535.00	125.65	1,377.36	157.64	89.73
20-606-1035 VISION CARE INSURANCE	330.00	27.88	306.72	23.28	92.95
20-606-1036 LIFE INSURANCE	281.00	23.40	257.40	23.60	91.60
20-606-1037 WORKERS' COMP INSURANCE	6,450.00	0.00	4,542.04	1,907.96	70.42
20-606-1040 TMRS RETIREMENT	33,210.00	2,733.32	32,632.21	577.79	98.26
20-606-1070 SPECIAL ALLOWANCES	<u>13,200.00</u>	<u>934.64</u>	<u>10,615.73</u>	<u>2,584.27</u>	<u>80.42</u>
TOTAL PERSONNEL	328,312.00	24,920.78	301,597.02	26,714.98	91.86
SUPPLIES					
20-606-2020 OFFICE SUPPLIES	1,700.00	0.00	301.59	1,398.41	17.74
20-606-2030 POSTAGE	3,160.00	321.96	3,870.14 (710.14)	122.47
20-606-2035 EMPLOYEE APPRECIATION	150.00	0.00	0.00	150.00	0.00
20-606-2050 PRINTING & COPYING	600.00	0.00	829.63 (229.63)	138.27
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	169.58 (69.58)	169.58
20-606-2075 BANK/CREDITCARD FEES	8,000.00	1,135.40	8,471.36 (471.36)	105.89
20-606-2080 UNIFORMS	1,795.00	453.31	1,053.21	741.79	58.67
20-606-2090 SMALL TOOLS	2,500.00	973.27	4,450.31 (1,950.31)	178.01
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,900.00</u>	<u>149.97</u>	<u>583.30</u>	<u>1,316.70</u>	<u>30.70</u>
TOTAL SUPPLIES	20,005.00	3,033.91	19,729.12	275.88	98.62
SERVICES					
20-606-3012 ENGINEERING SERVICES	10,000.00	0.00	8,452.07	1,547.93	84.52
20-606-3013 PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,115.00	0.00	1,567.75	547.25	74.13
20-606-3030 TRAINING/EDUCATION	3,750.00	730.00	2,569.25	1,180.75	68.51
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,000.00	15.00	342.25	657.75	34.23
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	181.13	2,819.34	180.66	93.98
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	2,061.99 (761.99)	158.61
20-606-3082 WATER ANALYSIS FEES	7,000.00	442.53	5,007.54	1,992.46	71.54
20-606-3090 COMMUNICATIONS SERVICES	<u>0.00</u>	<u>90.00</u>	<u>890.18</u> (<u>890.18</u>)	<u>0.00</u>
TOTAL SERVICES	35,345.00	1,458.66	30,724.50	4,620.50	86.93

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 91.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL					
20-606-4075 COMPUTER SOFTWARE/INCODE	13,168.00	1,527.22	9,219.22	3,948.78	70.01
20-606-4085 EAA -WATER MANAGEMENT FEES	84,084.00	6,306.53	69,371.80	14,712.20	82.50
20-606-4086 CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
20-606-4099 WATER RIGHTS/LEASE PAYMENTS	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL	97,252.00	7,833.75	78,591.02	18,660.98	80.81
MAINTENANCE					
20-606-5005 EQUIPMENT LEASES	5,000.00	4,862.02	8,874.42 (3,874.42)	177.49
20-606-5010 EQUIPMENT MAINT & REPAIR	10,000.00	968.49	11,645.04 (1,645.04)	116.45
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	0.00	0.00	500.00	0.00
20-606-5020 VEHICLE MAINTENANCE	3,000.00	573.25	4,350.15 (1,350.15)	145.01
20-606-5030 BUILDING MAINTENANCE	9,300.00	5,232.51	10,717.70 (1,417.70)	115.24
20-606-5060 VEHICLE & EQPT FUELS	9,000.00	300.83	8,315.14	684.86	92.39
TOTAL MAINTENANCE	36,800.00	11,937.10	43,902.45 (7,102.45)	119.30
DEPT MATERIALS-SERVICES					
20-606-6011 CHEMICALS	10,000.00	2,228.67	6,331.17	3,668.83	63.31
20-606-6050 WATER METERS & BOXES	0.00	0.00	0.00	0.00	0.00
20-606-6055 FIRE HYDRANTS & VALVES	10,000.00	0.00	10,008.99 (8.99)	100.09
20-606-6060 HUEBNER STORAGE TANK	5,000.00	5,345.97	16,942.90 (11,942.90)	338.86
20-606-6061 WELL SITE #1	31,150.00	0.00	24,108.33	7,041.67	77.39
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	18,725.00	0.00	18,725.43 (0.43)	100.00
20-606-6064 WELL SITE #4-NOT OPERATION	30,868.00	0.00	30,867.94	0.06	100.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	6,238.00	0.00	10,892.76 (4,654.76)	174.62
20-606-6066 WELL SITE #6-MUNI TRACT	4,000.00	0.00	9,518.01 (5,518.01)	237.95
20-606-6067 WELL SITE #7	4,000.00	0.00	8,225.29 (4,225.29)	205.63
20-606-6068 WELL SITE #8	4,000.00	0.00	9,756.27 (5,756.27)	243.91
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	3,936.33	3,063.67	56.23
20-606-6071 SHAVANO DRIVE PUMP STATION	32,383.00	0.00	1,926.90	30,456.10	5.95
20-606-6072 WATER SYSTEM MAINTENANCE	45,000.00	2,695.52	41,642.87	3,357.13	92.54
20-606-6080 STREET MAINT SUPPLIES	4,000.00	0.00	2,495.44	1,504.56	62.39
TOTAL DEPT MATERIALS-SERVICES	214,664.00	10,270.16	195,378.63	19,285.37	91.02
UTILITIES					
20-606-7040 UTILITIES - ELECTRIC	72,000.00	10,967.34	75,139.46 (3,139.46)	104.36
20-606-7042 UTILITIES - PHONE/CELL	1,350.00	0.00	229.49	1,120.51	17.00
20-606-7044 UTILITIES - WATER	400.00	62.15	468.74 (68.74)	117.19
TOTAL UTILITIES	73,750.00	11,029.49	75,837.69 (2,087.69)	102.83
CAPITAL OUTLAY					
20-606-8010 NON-CAP ELECTRONIC EQUIPMEN	0.00	0.00	0.00	0.00	0.00
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	1,519.94	3,300.06	31.53
20-606-8045 CAPITAL-COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
20-606-8050 CAPITAL - VEHICLES	0.00	0.00	0.00	0.00	0.00
20-606-8060 CAPITAL- EQUIPMENT	0.00	0.00	0.00	0.00	0.00

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 91.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
20-606-8080 WATER SYSTEM IMPROVEMENTS	103,500.00	7,375.22	105,829.72 (2,329.72)	102.25
20-606-8081 CAPITAL - BUILDING	0.00	0.00	0.00	0.00	0.00
20-606-8085 CAPITAL-WATER TOWER/STORAGE	0.00	0.00	0.00	0.00	0.00
20-606-8087 WATER METER REPLACEMENT	0.00	0.00	0.00	0.00	0.00
20-606-8090 CAPITAL - HUEBNER PLANT	27,894.00	0.00	0.00	27,894.00	0.00
20-606-8091 CAPITAL - WELL #1	0.00	0.00	0.00	0.00	0.00
20-606-8093 CAPITAL - SHAV DR PUMP STA	0.00	0.00	0.00	0.00	0.00
20-606-8095 CAPITAL - WELL #5	0.00	0.00	0.00	0.00	0.00
20-606-8096 CAPITAL - WELL #6	0.00	0.00	0.00	0.00	0.00
20-606-8097 CAPITAL - WELL #7	0.00	0.00	0.00	0.00	0.00
20-606-8098 CAPITAL - WELL #8	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	136,914.00	7,375.22	107,349.66	29,564.34	78.41
INTERFUND TRANSFERS					
20-606-9000 EOY ASSET RECLASS	0.00	0.00	0.00	0.00	0.00
20-606-9010 TRF TO GENERAL FUND	22,050.00	0.00	22,050.00	0.00	100.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	66,925.00	0.00	66,925.00	0.00	100.00
20-606-9050 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
20-606-9090 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00
20-606-9095 PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	88,975.00	0.00	88,975.00	0.00	100.00
TOTAL WATER DEPARTMENT	1,032,017.00	77,859.07	942,085.09	89,931.91	91.29

20 -WATER FUND
 DEBT SERVICE

% OF YEAR COMPLETED: 91.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
20-607-8000 BOND PRINCIPAL EOY	0.00	0.00	0.00	0.00	0.00
20-607-8011 ACCRUED BOND INTEREST	0.00	0.00	0.00	0.00	0.00
20-607-8012 2009 CO - PRINCIPAL	0.00	0.00	0.00	0.00	0.00
20-607-8013 2009 CO - INTEREST	0.00	0.00	0.00	0.00	0.00
20-607-8014 2009 GO REFUND - PRINCIPAL	0.00	0.00	0.00	0.00	0.00
20-607-8015 2009 GO REFUND - INTEREST	0.00	0.00	0.00	0.00	0.00
20-607-8016 2017 GO REFUNDING (2009) PR	70,000.00	0.00	70,000.00	0.00	100.00
20-607-8017 2017 GO REFUNDING (2009) IN	63,600.00	31,450.00	63,600.00	0.00	100.00
20-607-8020 BOND UNAMORTIZED LOSS	0.00	0.00	0.00	0.00	0.00
20-607-8030 BOND AGENT FEES	400.00	200.00	400.00	0.00	100.00
20-607-8035 BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00
20-607-8056 2018 GO REFUNDING (2009) PR	46,238.00	0.00	46,237.50	0.50	100.00
20-607-8057 2018 GO REFUNDING (2009) IN	5,625.00	2,463.39	5,586.68	38.32	99.32
20-607-8060 SIB LOAN - PRINCIPAL	28,940.00	28,940.00	28,940.00	0.00	100.00
20-607-8061 SIB LOAN - INTEREST	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	214,803.00	63,053.39	214,764.18	38.82	99.98
<hr/>					
TOTAL DEBT SERVICE	214,803.00	63,053.39	214,764.18	38.82	99.98
<hr/>					
TOTAL EXPENDITURES	1,246,820.00	140,912.46	1,156,849.27	89,970.73	92.78
<hr/>					
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	73,872.59	(17,269.73)	17,269.73	0.00

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: October 10, 2022

Agenda item: 6.c

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion/Action - Consideration for Public Works / Water to relocate approximately 113 water service lines and extend 4 cul de sac water mains in preparation for Bond Project – PW Director

X

Attachments for Reference:

BACKGROUND / HISTORY: At the February 3, 2022 City Council workshop the City Engineer briefed Council that engineering for the bond projects could be completed in 9 - 10 months (before January 2023). But to achieve that schedule required getting surveying and geotechnical work started before any Bond Election outcome is known in May.

DISCUSSION: Because Engineering work will take 9 to 10 months, staff recommends the Task Order Phase I be approved. The sooner engineering is completed the sooner construction can begin the work (assuming the bond passes and the debt is issued in July 2022, we only have three years to complete all work). Staff analysis is that it will be difficult to complete the projects in the required 3 years if we don't start the Engineering now.

Staff have worked diligently to provide an After-Action Report (AAR) for completing a test run of Chimney Rock. While working on Chimney Rock to complete 5 long services staff observed the following issues and how we could address them:

-
1. Two services installed side by side, created a problem where City Staff had to back fill the one trench before the contractor could cut the second service. On the second cut at one location the contractor for the trencher stuck taking about 30 mins to get it unstuck and back to work. Solution – Cut a wider trench depending on the main location. After evaluating Chimney Rock, staff believes the only street like this was chimney Rock, any other street will be because the resident has 2 meters (house and irrigation)
 2. Corporations that break/crack or flake off the main. Solution - Order repair clamps with 1” taps as seen in the attached pictures
 3. Direction the trench is cut with trencher. Solution - Pick the correct direction to avoid falling in the hole or bring steel plates, best option is from the main to the meter
 4. Tripping over each other, need to identify who works on each task. Solution – Place Team members in pairs to assign tasks appropriately with sequencing

5. Longer streets need to complete a test shut down of the main to prepare for the actual day.
Solution – Test the day before, so proper notifications are posted
6. Prepare bigger working ditch. Solution – Tie in at the main needs to be a bigger hole
7. Water main may need to be relocated at street intersections or need to be deeper on the edge of roadway. Solution – investigate the water crossing under the roadway

Water services completed to date:

Chimney Rock – 5 long services (15-meter swaps)

Wagon Trail – 17 long services (37-meter swaps)

Fawn (300 Blk) – 6 long service (13-meter swaps)

Fawn (100 -200 Blk) – 12 long service (14-meter swaps)

Shavano Dr – 13 long service (24-meter swaps)

End Gate – 7 long service (7-meter swaps) (2 incomplete)

Saddletree – 11 long service (13-meter swaps) (9 incomplete)

Cliffside – 22 long service (39-meter swaps) (18 incomplete)

Bent Oak – 5 long service (9-meter swaps) (5 incomplete)

Windmill – 6 long service (9-meter swaps) (7 incomplete)

NW Military – (11-meter swaps) (23 incomplete)

COURSES OF ACTION: City Staff continue working in conjunction with a Rock Saw contractor to complete the installation of services

FINANCIAL IMPACT: Approximate costs so far to date is \$112,000, including the backfill and all parts necessary to complete the install.

MOTION REQUESTED: N/A