

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
MONDAY, JANUARY 13, 2020
6:30 PM
AGENDA**

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 allotment 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, October 14, 2019
- b. Approval – Water Advisory Committee Meeting Minutes, November 2019
- c. Approval – Water Advisory Committee Meeting Minutes, December 2019

5. REPORTS - Public Works Director Update

- a. Water system
 - i. Water System Infrastructure Updates
- b. Financial Report – November 2019

6. REGULAR BUSINESS

- a. Discussion / action – Trinity Well Update – PW Director
- b. N.W. Military Hwy. Expansion – Water Main Relocation – PW Director / City Manager

7. FUTURE ITEMS

- a. Water Meter Driveby System vs Cellular Read

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 11th day of January 2020 at ____ a.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Zina Tedford
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.

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE CT, SHAVANO PARK,TX 78231
MONDAY, OCTOBER 14, 2019**

6:30 P.M.
MINUTES

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chairman Walea

2. ROLL CALL:	PRESENT: Al Walea Matt Trippy Tommy Peyton Tomas Palmer Steve Fleming	ABSENT: Sam Bakke
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3. CITIZENS TO BE HEARD

None

4. CONSENT AGENDA

a. Approval - WAC Minutes of September 9, 2019

Member Palmer moved to accept the minutes with correction as submitted, Member Fleming seconded. Motion passed.

5. REPORTS - Public Works Director Update - City Manager Hill

a. Water System

a. Water System Infrastructure Updates

Director Peterson presented update in attached document.

b. Financial Report - August 2019

Director Peterson reviewed the August reports and identified those items that were over 100% with reasons and with no concerns by members. Member Palmer moved to approve the Financial Report, Member Trippy seconded. Motion passed.

6. REGULAR BUSINESS

a. Nomination and appointment of Chairman

Member Peyton nominated Al Walea and Member Palmer seconded. With no further nominations. Motion passed.

b. Nomination and appointment of Vice Chairman.

Member Peyton nominated Member Palmer, Member Walea seconded. With no further nominations. Motion passed.

c. Discussion/action - Modifications to the rebate program - PW Director

Director Peterson supplied a list of cities surrounding Shavano Park and what they have as available rebates for conservation items. Chairman Walea suggested that staff look at two of the items – a master valve, also rain sensors – there are two kinds. One is a wi-fi sensor (costs approximately \$50) or plug in which is about \$ 25.00. Further discussion suggested that PW Director bring back further information for the next meeting.

7. FUTURE ITEMS:

a. NW Military expansion progress - Water Main Relocation – Director Peterson informed the members that the test holes are being done presently and there is supposed to be a 30% set plan due 10/31/19 to TxDOT.

b. Modifications to Water Adjustment Procedure - Policy # 9

8. ADJOURNMENT

Member Palmer made a motion to adjourn, member Trippy seconded. Motion passed. Meeting adjourned at 7:22 p.m.

Peggy Stone
PW/Water Utility
Office Manager

Al Walea, Chairman

Date: _____

Public Works Director Report

5a. Water system

1. Shavano Dr. -
 - a. Miox has been out of service since March
 - b. Discussed different options
 - i. Keep the Miox
 - c. 8/6/19 - sent approved purchase order to Miox to make repairs (Approximately \$26K)
 - d. 9/20 - Miox Supposed to complete repairs and ship...9/30 it went to a 3rd party crating company.
 - e. So with the Miox out, this means well #9 is off line also
2. Shavano Pump Station - Both service pumps are back in operation.
 - a. Pump #1 - over heated and wires were melted together around Aug 5th. Pump and motor were ordered (approx. \$9k) online and in operation (9/3)
 - b. Pump #2 - was running continually and end up cavitating and burned up the motor the following week. (Approx. \$9k) The pump is installed, but having fault issues. Waiting for contractor to send Controller/VFD guy tomorrow - Pump was wrong size (35kW instead of 17.5kW) it's installed and working
 - c. Come to find out neither pump and motor were sized correctly.
3. Well #5 - is back in operation and running great
4. Well #6 - figured out the faulting issue, the pump could only push against so much pressure, I reduced the elevated tank pressure so it would shut off before it reached the fault limits.
5. Well 7 - running w/ no decline as of today
6. Well 8 - no issues
7. Well 9 - Trinity, it's been flushed twice a month waiting on Miox to test and reactivate the well.
8. Huebner -
 - a. VFD #2 has had issues on and off for about 4 months. Now the display screen doesn't light up. After talking to the technical help desk, it was recommended to by-pass the board causing the issues. If that doesn't work then the cabinet could be bad. The screen display, the by-pass board and several internal parts are no longer manufactured for the P7 models. By-pass board was replaced and now it's a minor adjustment with the pressure transducer not reading to the SCADA, contractor to adjust prior to end of week
 - b. Pump #3 (125HP) - has a leak at the seal. Contractor to look at it tomorrow. Leak is progressively getting worse do to the fact the pump is running overtime to keep up with the water demand. Leak was getting worse and the drive shaft was wobbling bad starting about 9/26. Pump was broke down and repaired and back in operation (10/10)

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE CT, SHAVANO PARK, TX 78231
MONDAY, NOVEMBER 12, 2019**

6:30 P.M.
MINUTES

1. CALL TO ORDER

The meeting was CANCELLED

Peggy Stone PW/Water Utility Office Manager

Al Walea, Chairman

Date: _____

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE CT, SHAVANO PARK, TX 78231
MONDAY, DECEMBER 9, 2019**

6:30 P.M.
MINUTES

1. CALL TO ORDER

The meeting was CANCELLED

Peggy Stone PW/Water Utility Office Manager

Al Walea, Chairman

Date: _____

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: January 13, 2020

Agenda item: 5.b.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of November 2019 Monthly Reports

X

Attachments for Reference:

1) November 2019 Revenue and Expense Report

BACKGROUND / HISTORY:

The information provided in the attachment is for the FY 2019-20 budget period, month ending November 30, 2019. The “Current Budget” column contains the original adopted budget. This summary highlights a number of points related to the current month’s activity and October expenses (as October had not been previously presented).

DISCUSSION:

As of November 30, 2019, the Water Fund total revenues are \$241,108 or 23.23% of the total annual budgeted amount. Water Fund (Water Department & Debt Service) expenses total \$162,595 or 15.67% of budget.

Revenues:

-Water consumption (5015) billed in November for the month of October is \$70,289. Total consumption for the month is approximately 11,713,000 gallons more than the previous year or \$47,686 of revenue.

-The Debt Service Charge (5018) and Water Service Fee (5019) remain on target with budget as these are flat fees and not related to volume charges recognized, at 16.73% and 16.84% respectively.

-The EAA Pass Thru (5036) fees are charged to customers based on usage, \$9,226 was recorded for the month and 25.72% of the annual budgeted amount has been recognized to date.

Expenses:

Water department (606) expenses for the day-to-day operations are a bit ahead of budget with a total of \$56,404 for the month of November or 19.13% of the annual budget utilized. Expenses include \$5,012 in Fire Hydrants and Valves (6055) for a new hydrant and installation parts for hydrant work at 3819 DeZavala and \$2,005 in SCADA maintenance (6070) to troubleshoot the communication issues.

October expenses include the annual Liability (3050) and Property (3070) insurance charges totaling \$5,648, the annual Incode (Tyler Technology) charge of \$2,950 in Computer Software/Incode (4075), a pipe rack for \$1,500 in Equipment Maintenance & Repair (5010), Chemicals (6011) includes replacement chemical feed equipment of \$1,725, the purchase of two fire hydrants in Fire Hydrants & Valves (6055), Huebner Storage Tank (6060) includes \$8,700 for pump 3 repairs to address the leak in the well head, Water System Maintenance (6072) includes

\$3,450 for chemical feed equipment and \$2,600 for gate valves and meter boxes, MIOX system repairs/overhaul of \$23,857 is included in Water System Improvements (8080) and the purchase of 37 meter bodies and 26 encoders is reflected in the Water Meter Replacement (8087).

Next scheduled debt payments are in February 2020, \$151,265 for principal and interest.

Payroll:

The City is on a bi-weekly payroll; there have been 5 pay periods out of 26 so 19.23% of the budget should be expensed in the line items directly related to personnel. The Utility is below budget in the Salaries (1010) due to the vacancy in the superintendent position, which is charged 50/50 between Public Works and the Water Utility. Overtime is ahead of budget for the year at 37.98%. On top of the normal overtime for weekend well readings, the crew had to address two main breaks, both on Happy Trail, one each in the 100 and 200 blocks. TMRS (1040) expense is at 18.28%, on track with the related compensation accounts. Expense for Workers' Comp Insurance (1037) is recognized quarterly, the next posting will be in December. Special allowances also below budget due to superintendent vacancy – this account records certificate pay and cell phone allowances.

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, 2019

20 -WATER FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,037,890.00</u>	<u>104,135.09</u>	<u>241,108.10</u>	<u>796,781.90</u>	<u>23.23</u>
TOTAL REVENUES	<u>1,037,890.00</u>	<u>104,135.09</u>	<u>241,108.10</u>	<u>796,781.90</u>	<u>23.23</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	849,856.00	56,404.23	162,595.12	687,260.88	19.13
DEBT SERVICE	<u>188,034.00</u>	<u>0.00</u>	<u>0.00</u>	<u>188,034.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,037,890.00</u>	<u>56,404.23</u>	<u>162,595.12</u>	<u>875,294.88</u>	<u>15.67</u>
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	47,730.86	78,512.98 (78,512.98)	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
<u>NON-DEPARTMENTAL</u>					
<u>WATER SALES</u>					
20-599-5015 WATER CONSUMPTION	627,000.00	70,289.23	168,228.86	458,771.14	26.83
20-599-5016 LATE CHARGES	6,000.00	0.00	1,511.72	4,488.28	25.20
20-599-5018 DEBT SERVICE	188,317.00	15,738.26	31,499.10	156,817.90	16.73
20-599-5019 WATER SERVICE FEE	58,092.00	4,887.74	9,782.82	48,309.18	16.84
20-599-5036 EAA PASS THRU CHARGE	83,681.00	9,225.50	21,519.50	62,161.50	25.72
20-599-5037 CONNECTION/DISCONNECT FEE	0.00	0.00	0.00	0.00	0.00
20-599-5040 TAPPING FEES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL WATER SALES	963,090.00	100,140.73	232,542.00	730,548.00	24.15
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	12,000.00	684.94	1,517.00	10,483.00	12.64
20-599-7011 OTHER INCOME	0.00	0.89	1.78 (1.78)	0.00
20-599-7012 LEASE OF WATER RIGHTS	10,000.00	0.00	0.00	10,000.00	0.00
20-599-7060 CC SERVICE FEES	1,200.00	88.66	459.45	740.55	38.29
20-599-7075 SITE/TOWER LEASE REVENUE	37,200.00	3,094.87	6,179.63	31,020.37	16.61
20-599-7090 SALE OF FIXED ASSETS	0.00	125.00	408.24 (408.24)	0.00
20-599-7097 INSURANCE PROCEEDS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	60,400.00	3,994.36	8,566.10	51,833.90	14.18
<u>TRANSFERS IN</u>					
20-599-8072 TRF IN-CAPITAL REPLACEMENT	14,400.00	0.00	0.00	14,400.00	0.00
20-599-8090 PRIOR PERIOD ADJUSTMENT	0.00	0.00	0.00	0.00	0.00
20-599-8099 TRF IN - RESERVES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	14,400.00	0.00	0.00	14,400.00	0.00
TOTAL NON-DEPARTMENTAL	1,037,890.00	104,135.09	241,108.10	796,781.90	23.23
TOTAL REVENUES	<u>1,037,890.00</u>	<u>104,135.09</u>	<u>241,108.10</u>	<u>796,781.90</u>	<u>23.23</u>

20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 16.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
20-606-1010 SALARIES	206,130.00	20,479.30	33,390.86	172,739.14	16.20
20-606-1015 OVERTIME	8,000.00	2,303.85	3,038.06	4,961.94	37.98
20-606-1020 MEDICARE	2,990.00	337.27	538.43	2,451.57	18.01
20-606-1025 TWC (SUI)	720.00	0.00	0.00	720.00	0.00
20-606-1030 HEALTH INSURANCE	27,450.00	2,002.00	4,004.00	23,446.00	14.59
20-606-1031 HSA	170.00	12.95	25.90	144.10	15.24
20-606-1033 DENTAL INSURANCE	1,360.00	106.64	213.28	1,146.72	15.68
20-606-1035 VISION CARE INSURANCE	330.00	25.35	50.70	279.30	15.36
20-606-1036 LIFE INSURANCE	280.00	19.50	39.00	241.00	13.93
20-606-1037 WORKERS' COMP INSURANCE	6,890.00	0.00	0.00	6,890.00	0.00
20-606-1040 TMRS RETIREMENT	28,750.00	3,282.09	5,254.89	23,495.11	18.28
20-606-1070 SPECIAL ALLOWANCES	<u>10,650.00</u>	<u>744.27</u>	<u>1,240.45</u>	<u>9,409.55</u>	<u>11.65</u>
TOTAL PERSONNEL	293,720.00	29,313.22	47,795.57	245,924.43	16.27
<u>SUPPLIES</u>					
20-606-2020 OFFICE SUPPLIES	1,500.00	234.57	270.45	1,229.55	18.03
20-606-2030 POSTAGE	3,130.00	226.80	455.70	2,674.30	14.56
20-606-2035 EMPLOYEE APPRECIATION	100.00	0.00	0.00	100.00	0.00
20-606-2050 PRINTING & COPYING	600.00	0.00	23.81	576.19	3.97
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	5,100.00	1,251.70	2,585.28	2,514.72	50.69
20-606-2080 UNIFORMS	1,200.00	0.00	0.00	1,200.00	0.00
20-606-2090 SMALL TOOLS	2,000.00	437.76	1,811.87	188.13	90.59
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,200.00</u>	<u>412.91</u>	<u>412.91</u>	<u>787.09</u>	<u>34.41</u>
TOTAL SUPPLIES	15,030.00	2,563.74	5,560.02	9,469.98	36.99
<u>SERVICES</u>					
20-606-3012 ENGINEERING SERVICES	10,000.00	0.00	0.00	10,000.00	0.00
20-606-3013 PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,215.00	60.00	282.00	1,933.00	12.73
20-606-3030 TRAINING/EDUCATION	2,700.00	250.00	585.00	2,115.00	21.67
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,500.00	0.00	0.00	1,500.00	0.00
20-606-3050 INSURANCE - LIABILITY	4,075.00	0.00	3,797.87	277.13	93.20
20-606-3060 UNIFORM SERVICES	2,500.00	145.07	333.85	2,166.15	13.35
20-606-3070 INSURANCE - PROPERTY	1,985.00	0.00	1,850.00	135.00	93.20
20-606-3075 CONSERV. ED./REBATES	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	500.00	36.10	77.90	422.10	15.58
20-606-3082 WATER ANALYSIS FEES	<u>6,500.00</u>	<u>1,796.70</u>	<u>1,966.70</u>	<u>4,533.30</u>	<u>30.26</u>
TOTAL SERVICES	34,075.00	2,287.87	8,893.32	25,181.68	26.10
<u>CONTRACTUAL</u>					
20-606-4075 COMPUTER SOFTWARE/INCODE	9,066.00	174.16	3,380.02	5,685.98	37.28
20-606-4085 EAA -WATER MANAGEMENT FEES	84,084.00	7,006.53	14,013.06	70,070.94	16.67
20-606-4086 CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
20-606-4099 WATER RIGHTS/LEASE PAYMENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL	93,150.00	7,180.69	17,393.08	75,756.92	18.67

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	1,500.00	0.00	150.00	1,350.00	10.00
20-606-5010 EQUIPMENT MAINT & REPAIR	5,000.00	0.00	1,909.49	3,090.51	38.19
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	62.50	62.50	437.50	12.50
20-606-5020 VEHICLE MAINTENANCE	3,000.00	50.04	85.08	2,914.92	2.84
20-606-5030 BUILDING MAINTENANCE	2,500.00	33.05	37.12	2,462.88	1.48
20-606-5060 VEHICLE & EQPT FUELS	<u>4,000.00</u>	<u>287.78</u>	<u>605.63</u>	<u>3,394.37</u>	<u>15.14</u>
TOTAL MAINTENANCE	16,500.00	433.37	2,849.82	13,650.18	17.27
<u>DEPT MATERIALS-SERVICES</u>					
20-606-6011 CHEMICALS	16,500.00	260.00	2,574.44	13,925.56	15.60
20-606-6050 WATER METERS & BOXES	4,500.00	0.00	1,286.82	3,213.18	28.60
20-606-6055 FIRE HYDRANTS & VALVES	7,000.00	5,011.93	8,940.59 (1,940.59)	127.72
20-606-6060 HUEBNER STORAGE TANK	5,000.00	0.00	9,698.46 (4,698.46)	193.97
20-606-6061 ELEVATED STORAGE TANK- #1 W	4,750.00	0.00	0.00	4,750.00	0.00
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	0.00	1,800.00	0.00
20-606-6064 WELL SITE #4-NOT OPERATION	1,300.00	0.00	0.00	1,300.00	0.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	4,000.00	0.00	173.54	3,826.46	4.34
20-606-6066 WELL SITE #6-MUNI TRACT	4,000.00	0.00	173.54	3,826.46	4.34
20-606-6067 WELL SITE #7	4,000.00	0.00	173.54	3,826.46	4.34
20-606-6068 WELL SITE #8	4,000.00	0.00	173.54	3,826.46	4.34
20-606-6069 WELL SITE #9-TRINITY	4,000.00	0.00	0.00	4,000.00	0.00
20-606-6070 SCADA SYSTEM MAINTENANCE	7,000.00	2,483.20	2,483.20	4,516.80	35.47
20-606-6071 SHAVANO DRIVE PUMP STATION	22,500.00	0.00	1,940.46	20,559.54	8.62
20-606-6072 WATER SYSTEM MAINTENANCE	22,500.00	1,396.70	7,633.59	14,866.41	33.93
20-606-6080 STREET MAINT SUPPLIES	<u>1,500.00</u>	<u>0.00</u>	<u>802.00</u>	<u>698.00</u>	<u>53.47</u>
TOTAL DEPT MATERIALS-SERVICES	115,650.00	9,151.83	36,053.72	79,596.28	31.17
<u>UTILITIES</u>					
20-606-7040 UTILITIES - ELECTRIC	75,000.00	4,867.27	11,702.32	63,297.68	15.60
20-606-7042 UTILITIES - PHONE/CELL	825.00	111.00	222.00	603.00	26.91
20-606-7044 UTILITIES - WATER	<u>300.00</u>	<u>0.00</u>	<u>131.78</u>	<u>168.22</u>	<u>43.93</u>
TOTAL UTILITIES	76,125.00	4,978.27	12,056.10	64,068.90	15.84
<u>CAPITAL OUTLAY</u>					
20-606-8010 NON-CAP ELECTRONIC EQUIPMEN	0.00	0.00	0.00	0.00	0.00
20-606-8015 NON-CAPITAL - COMPUTERS	750.00	0.00	677.92	72.08	90.39
20-606-8020 NON-CAPITAL MAINTENANCE EQU	1,000.00	495.24	495.24	504.76	49.52
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
20-606-8080 WATER SYSTEM IMPROVEMENTS	28,700.00	0.00	23,856.67	4,843.33	83.12
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	<u>14,400.00</u>	<u>0.00</u>	<u>6,963.66</u>	<u>7,436.34</u>	<u>48.36</u>
TOTAL CAPITAL OUTLAY	44,850.00	495.24	31,993.49	12,856.51	71.33

20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 16.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>INTERFUND TRANSFERS</u>					
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	0.00	22,050.00	0.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	138,706.00	0.00	0.00	138,706.00	0.00
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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	160,756.00	0.00	0.00	160,756.00	0.00
TOTAL WATER DEPARTMENT	849,856.00	56,404.23	162,595.12	687,260.88	19.13

20 -WATER FUND
DEBT SERVICE

% OF YEAR COMPLETED: 16.67

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	40,073.00	0.00	0.00	40,073.00	0.00
20-607-8015 2009 GO REFUND - INTEREST	801.00	0.00	0.00	801.00	0.00
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	66,400.00	0.00	0.00	66,400.00	0.00
20-607-8020 BOND UNAMORTIZED LOSS	0.00	0.00	0.00	0.00	0.00
20-607-8030 BOND AGENT FEES	200.00	0.00	0.00	200.00	0.00
20-607-8035 BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00
20-607-8056 2018 GO REFUNDING (2009) PR	3,083.00	0.00	0.00	3,083.00	0.00
20-607-8057 2018 GO REFUNDING (2009) IN	<u>7,477.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,477.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	188,034.00	0.00	0.00	188,034.00	0.00
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TOTAL DEBT SERVICE	188,034.00	0.00	0.00	188,034.00	0.00
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TOTAL EXPENDITURES	1,037,890.00	56,404.23	162,595.12	875,294.88	15.67
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REVENUES OVER/(UNDER) EXPENDITURES	0.00	47,730.86	78,512.98 (78,512.98)	0.00
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Water Advisory Committee Agenda Form

Meeting Date: January 13, 2020

Agenda item: 6.a

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion/Update – Trinity Well Update – PW Director

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Attachments for Reference:

BACKGROUND / HISTORY: On March 14, 2019 the Miox stopped generating chlorine to treat the water produced by the Trinity well, thus requiring the Trinity well to be taken offline.

The initial quote received from Miox was to replace the Miox cabinet for approximately \$60k. I initiated an assessment to determine whether we needed to continue using Miox or switch to an alternate hyper chlorite system.

In June, I later engaged subject matter experts Grant Snyder (Geologist who helped start the initial Trinity Well, and Lou Portillo who is a water treatment engineer. Grant Snyder suggested the City take water sample of the Trinity Aquifer to determine the water quality. The water tests results came back with equal results as the startup tests. Grant recommended keeping the Miox system due to the water quality test results.

On July 30th Water Resources Corp. (WRC) removed the cabinet and shipped to Miox in Sugarland Texas. In early August, Miox sent a quote with 3 options for repairs or replacements, City selected replacement of components that were necessary.

In mid-October, WRC installed and tested the Miox cabinet. Upon completion of the install, Public Works staff continued other preparations in order to place the well back in operation. Staff noticed a decline in production, and called upon Advanced Water Well Technologies (AWWT) for a professional opinion. November 1st, AWWT determined there is either a hole in a bowl (Trinity has 14 bowls), or the pump. AWWT advised that there could be risk and if we ran the well it could cause further damage to other equipment. City considered their advice and decided to place the well back online and monitor closely.

On November 15th I placed the well back in operation with a pump rate of 205 gal/min. and by November 20th the pump rate dropped to 182 gal/min. which is a significant drop in 5 days. The resulting drop is gals/min results in the Well running almost constantly (not good). Again, consulting with AWWT they believe there is a hole in the pump or one of the bowls, which need repairing.

DISCUSSION: Over the winter break I sent another water chemistry sample off to the lab for further analysis. Results came back a week later, and I requested Grant Snyder to review the results and provide some guidance as to what can be done. If any of the results differ from when the well originally started, then to explain the good and the bad.

Things to keep in mind also, since the Trinity has been down for so long:

- Residents have not complained about the water quality (yellow/rusty color)
- Less staff time checking all the equipment at Well #1.
- Lots of maintenance expenses too annually or every other year.

COURSES OF ACTION: Therefore, this leaves the City with limited options. We can either pull the well and fix what's damaged or leave the well in-op.

FINANCIAL IMPACT: A couple options are as follows:

#1 – Pull and inspect the pump, will cost approximately \$3,500

#2 – If we just pull and replace the pump with a stainless steel pump, estimated cost is \$25,000

#3 – If we pull the pump and replace it with stainless steel, but also notice damage to the motor, then it could cost \$40,000. (The motor has stainless steel sides and the top and bottom plates are thick ductile iron.)

#4 – If we decide to not spend any more water funds, and plug the well completely, estimated cost is \$50,000 - \$80,000.

#5 – Take no action and defer repair or other action on the well for an undetermined amount of time.

STAFF RECOMMENDATION: Staff intends to pull the well and assess the current condition of the pump and motor. If assessed conditions require a “reasonable” repair/replacement cost, staff will (replace the pump...pump). Should other significant issues be identified, staff will analyze and review in detail with WAC to gain a consensus on the future of the well.

Water Advisory Committee Agenda Form

Meeting Date: January 13, 2020

Agenda item: 6.b

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion/Update – Proposed NW Military water line relocation – PW Director

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Attachments for Reference:

- 1) Planning, Surveying, and Engineering design schedule.
- 2) Bid proposal from KFW for engineering services

BACKGROUND / HISTORY: In 2016, the City with TxDOT submitted a \$6.5M grant request to the Alamo Area Municipal Planning Organization (AAMPO). On April 25, 2016 the Project was selected for funding by the Transportation Policy Board with a construction and funding date slated for 2020. The construction and engineering will be overseen by TxDOT and funded through a combination of Federal and State dollars.

TxDOT is proposing to construct operational improvements to NW Military Highway which will include widening the existing pavement section to accommodate a continuous center left turn lane. The existing Shavano Park water mains are located primarily outside of the existing pavement at relatively shallow depths. Relocation and/ adjustment of some of the water mains will be required to accommodate the proposed TxDOT improvements. Based upon preliminary TxDOT plans it appears that approximately 4,325 LF of water main parallel to the roadway and 4 water mains crossings the roadway will require relocation. At this time, we are awaiting 30% design plans from TxDOT to confirm the exact limits of relocation required.

DISCUSSION: Much of the existing water system along NW Military is comprised of Asbestos Concrete (AC) pipe. TxDOT has stated that all Asbestos Concrete pipe must be removed and cannot be abandoned in place. AC pipe is considered a hazardous material and as such the cost of removal is significant. We are negotiating with TxDOT in an attempt to abandon the AC pipe in place in lieu of removal. This is common practice outside of TxDOT right-of-way. Some AC pipe would still require removal due to direct conflict, but this could be minimized. This would represent a significant cost savings to the City if TxDOT agrees. Again we are awaiting the 30% design documents to determine the exact locations of direct conflicts.

TxDOT has completed the following tasks:

- Surveyed NW Military Highway
- Obtained Traffic Counts
- Subsurface Utility Engineering Preliminary Reports
- Designed Public Involvement Materials
- Developed Typical Sections
- Geotechnical and Pavement Design
- Began Utility Coordination
- Completed Schematic Design
- 30% design plans scheduled for Jan 31, delivery to TxDOT

TxDOT completed the schematic development, Environmental and utility coordination. TxDOT anticipates completing the 30% design plans by January 31st. For the 30% design submittal the following items will have more detail:

- Utilities in conflict, will have potential new alignments
- Cross sections will be updated with some utilities in the profile
- Shavano Park Water System will need to start preparing plans to submit with the 60% design in mid to late spring.

COURSES OF ACTION: Since the City is joint bidding with TxDOT. The City needs to get an approved design proposal with KFW Engineers and start the design plans for the sections of water line required to be relocated from TxDOT.

FINANCIAL IMPACT: At this time, KFW's Opinion of Probable Construction Cost (OPCC) is between \$325k and \$800k. Understand that this is a wide range, but the AC pipe removal accounts for approximately \$400k in the higher end of the estimate. City Staff is going to have a meeting with TxDOT to help mitigate this additional cost.

Based upon scope. Additionally the city will investigate grant/loan options. Loans the City can find all over and if we have to get a loan there are several to choose from.

TxDOT SIB Loan program is another option that the City can take, below is the process.

- Submit a SIB Application and Authorized Resolution to apply for loan
- TxDOT will send a "Legislative Letter" required by Rider 14C to the Representative and Senator that a SIB application was received for the project.
- TxDOT divisions will review application – approval by the Texas Transportation Commission (TTC) can occur within 90 days - if all divisions approve.

- Approximately 30 days from TTC approval – the SIB loan agreement is negotiated.
- Final Step – SIB loan agreement must be passed by the Borrower’s Board, Council, etc and TxDOT wires loan funds on date specified in the agreement.

STAFF RECOMMENDATION: Approve the attached design proposal for KFW Engineering to start working on the design to be in sequence with TxDOT plans.