

Cordry Sweetwater Conservancy District

Water Commission Meeting Minutes

September 10th 2020

CSCD Office

*****These minutes are not official until approved by the Water Commission*****

Present: T.Adolay, J.Hawley , J.Surface, K.Brasseur, D.Caudill (via phone) **Absent:** A.Randolph, T.Kuhn **Quorum**

Guests: B.Bay

Call to order: K.Brasseur called the meeting to order at 5:05 p.m.

Minutes Submitted by: Judy Surface for August 13, 2020 meeting

Approval of Minutes: The minutes from August 13, 2020 meeting were reviewed. Motion to approve minutes made by T.Adolay, seconded by D.Caudill. Motion passed unanimously.

Financials: July 2020 Financial Statements were reviewed. The P&L showed an MTD loss of approximately \$9,000 vs Budget. The main reasons for the losses are due to a recent increase in purchased water rate (approx. \$8,900 for July over Budget). Brittany indicated that payment of rent to the CSCD has been temporarily delayed to help with cash flow. Cash balances are still positive but the budget & revenue are a concern until a rate increase is approved.

Water Operator Report:

August Notables:

- Repaired 9 water main leaks.
- Reported 39 customer leaks.
- Completed 36 line locates
- Completed 151 water-related work order completed
- (165.52 man-hrs, \$4,880 cost)
- Water loss for August was 34%, 5 yr avg for August is 38.4%)
- We now have GPS on all water valves & fire hydrants.
- Annual goal of repairing 60 leaks will be surpassed as we already have repaired 54 leaks ytd.
- New water service was installed on Sweetwater Dr.. Another service is scheduled for Gazelle.

Water Clerk Report:

- There were no unusual items to report.

Old Business:

- Cloud Invoice System: Brittany & Judy reported that the Cloud Invoice System has been implemented, has received favorable response and several users have signed up. This system will streamline the billing process plus save time and money.

- Prince's Lake water rate increase: Prince's Lakes 36% water rate increase occurred on our April Billing. Details of the District Water Metering Improvements are being finalized which will identify system water losses and provide more immediate identification of potential customer service line leaks. At this time the estimated cost of the project is about \$257,000. CSCD staff is working with consultants to determine impact of the Prince's Lakes water rate increase and metering improvements on our water rates. The rate increase will also include an additional short-term charge for 6 months of about \$6/month (+/- \$36 total charge/user) to recoup revenue lost since April water cost increase. Based on the most current information available at this time, T.Adolay made a motion recommending that the Board take appropriate action to approve a water rate increase, not to exceed 25.12%, to cover the Prince's Lake water rate increase and the proposed CSCD District Metering Improvements Project, plus implement a short term monthly surcharge to recoup the revenue lost since the April water rate increase by Prince's Lake. The motion was seconded by D.Caudill. The motion passed unanimously. It is anticipated that public hearings and Board action on this matter will occur during October.

New Business:

- None

Adjournment: Motion to adjourn made by T.Adolay, seconded by D.Caudill at 5:45 pm. Motion passed unanimously.

Next Meeting: October 8th 2020 @ 5:00 pm