

Water Committee Meeting Agenda

October 14, 2023 - 8:30 AM

Location: Online only by Zoom for Water Committee, Board of Directors and Guests
Meeting ID: 872 8454 9014 **Passcode:** 467238

Call to Order from the Chair: Kelly Evans

Committee Members Roll Call: Chair Kelly Evans, Secretary Anne Moen, Treasurer Sue Hearn, Don Bird, and Members Dan Cossano, Wally Montz

Board Members:

Staff: Water System Manager Chris McMullen, CAM Roger Milliman

Guests:

Comments from the Chair: Kelly Evans

Motion to Approve Minutes:

- September 09, 2023

Comments/Questions from Guests (Limited time):

Additions to Agenda from Committee Members (Agenda additions may be deferred because of time constraints)

Brief CAM Report: Roger Milliman

Financial Reports – Sue Hearn

- Water Financial Report
- Finance Committee Liaison Report
- Financial reports may be limited due to lack of available office support

Motion to approve Financial Reports

- Submitted to the BOD for prior month
- Motion to approve may be for partial data availability

Water System Manager's Report (Items that should be discussed as follow-up)

- 1) Manager's report and consumption spreadsheet
- 2) Project Status:
 - a. Water quality testing stations
 - b. Well #2 Repairs and Upgrades – Final report
 - c. Well Output Testing Contract
 - d. Well #2 SCADA Upgrades
- 3) Maintenance status:
 - a. Customer meter maintenance
 - b. System leaks and repairs
 - c. Hydrant testing and maintenance schedule
- 4) New information
 - a. Consumption data

Correspondence from Members

- 1) Written – Water leak concern for 1980 E St. Andrews Drive
- 2) Email – None

One-time Water Usage Forgiveness Requests – Pending
Motions regarding correspondence and Forgiveness Requests (if any):

Motions to the BOD from August 12th WC Meeting

- A motion was made by Dan Cossano to approve the revised 2023 -2024 draft Operating Budget, Capital Project Budget, and Rate Revision “E”. Seconded by Anne Moen, carried with no nays.
- A motion was made by Don Bird to approve the attached PAR requesting upgrades to the SCADA system beginning with the shop and well #2, these two sections are not to exceed \$12,000.00. Seconded by Dan Cossano, carried with no nays.
- A motion was made by Don Bird to support the rapid implementation of fire flow by testing the selected hydrants that can meet sufficient flow while maintaining adequate water pressure. Seconded by Dan Cossano, carried with no nays.

Motions approved by BOD as submitted 09-16-2023

Action Items: New format for tracking commitments update

Unfinished Business

- 1) Water System Plan Draft Approval Process and Billing Update – Kelly and Don
- 2) Navy Trestle Project – Roger (Covered in CAM Report) and Kelly
- 3) 2023-2024 Budget – PASSED! Yes: 271 ... No: 197
- 4) Tractor Purchase PAR
- 5) Fire Flow Rapid Implementation of Some Hydrants
- 6) Notes from CMFE/LLCC 23-09-25 Meeting
- 7) Water Committee Task Chart Review and Update

New Business

- 1) Well #4 Production Report Revisions
- 2) Well #1 Production Issues
- 3) Water Line Easements
- 4) Fire Department Use of Hydrant
- 5) 2024-2025 Budget Process
- 6) Semi-Annual Meeting Protocol
- 7) Other New Business
 - a) _____
 - b) _____

Anticipated New Business for 2023 - 2024 TBD

- 1) 2024-2025 Budget
- 2) Other New Business
 - a) _____
 - b) _____

Announcements

- BOD Meeting – October 14th, 9:00 AM – Hybrid
- HOA Semi-Annual Meeting: Saturday, October 16th, 1:00 PM – Great Hall Hybrid
- Next meeting: November 11, 2023; 8:30 AM Location: ZOOM
- Agenda suggestions for the next meeting
 - _____
 - _____

Motion to move to closed session to discuss personnel and/or legal issues

- **Personnel**
- **Pending Legal Actions**

Motion to return to open session

Motions from closed session (approval if necessary)

Motion to Adjourn – No later than 11:30 AM