

Rogers Waterworks and Sewer Commission

January 19, 2016

Minutes

The Rogers Waterworks and Sewer Commission held its rescheduled meeting at 4:00 PM Tuesday, January 19, 2016 in the Rogers Water Administration Building. Present were Commissioners Travis Greene, Roger Surly, and Jene' Huffman-Gilreath. Commissioners Kathy McClure and Don Kendall were absent. Present was Rogers Water Utilities staff Earl Rausch, Brent Dobler, Joyce Johnson, Jennifer Lattin, Johnny Lunsford, Stephen Ponder, Brian Sartain, Robert Moore, Randy Watson, Vera Hall, and Donna Wilson. Others in attendance were Robert Frazier of the Frazier Law Firm, and Bill Burnett of Crafton Tull and Associates. Chairman Surly called the meeting to order at 4:00 PM.

There was a motion by Commissioner Travis Greene, second by Commissioner Jene' Huffman-Gilreath to approve the minutes of the December 21, 2015 meeting as submitted. All in favor, motion carried.

Chairman Surly recognized Joyce Johnson, Utilities Controller for the presentation of the December 2015 financial reports. Johnson stated that water consumption for the month of December 2015 was up 2.52% from December 2014. Billed revenue was up 18.25%. The Water Department reported a profit of \$50,000 for the month ending December 31, 2015, and a loss of \$54,000 for the month ending December 31, 2014. Collections of access and impact fee revenue for Fiscal Year 2016 are \$341,000, and are up from \$244,000 in Fiscal Year 2015. Actual access and impact fee revenues are \$107,000 over budget in the Water Department for Fiscal Year 2016.

Sewer Consumption for December 2015 was up 2.32% from December 2014. Billed revenue was up 2.39%. The Sewer Department reported a profit of \$240,000 for the month ending December 31, 2015, and \$243,000 profit for the month ending December 31, 2014. Collections of access and impact fee revenue for Fiscal Year 2016 are \$704,000, and are up from \$555,000 in Fiscal Year 2015. Actual access and impact fee revenues are \$231,000 over budget in the Sewer Department for Fiscal Year 2016.

The Restricted and Unrestricted Funds Report show total funds are at \$33.0 million. \$8.9 million is restricted. The unrestricted funds are at \$9.9 million in Water and \$14.3 million in Sewer. Total funds on hand at December 31, 2014 were \$29.6 million. There were no questions.

Chairman Surly recognized Earl Rausch, Utility Superintendent for the presentation of the Engineering and RPCF Reports. Rausch highlighted some of the primary areas that are showing new construction. New developments still appear to be moving forward. Rausch indicated that a report should be available at the next commission meeting to provide findings with regard to the Water Master Plan. Commissioner Greene asked when the widening of West Walnut St would begin. Rausch said it should be bid next year. Being no further questions regarding the Engineering Reports, Rausch noted the much higher than usual flow with regard to the recent heavy rainfall events at RPCF. Commissioner Huffman-Gilreath asked how much. Robert Moore, RPCF Manager stated that the

estimated peak flow reached 44 MGD and the wastewater plant did overflow Monday morning for five (5) hours. Chairman Surly asked if this overflow was a record. Rausch stated no. Commissioner Huffman-Gilreath asked how long to resume the normal operation schedule. Moore replied about a week, however, the flow reports still show an increase due to groundwater. The Osage Creek Monitoring Report reflects increased turbidity which results from the large amounts of recent rainfall. There were no further questions.

Chairman Surly recognized Brent Dobler, Operations Manager to present the Operation Reports. Dobler gave a brief overview using graphs to highlight the various activities within those departments. He said the courtesy calls for shutoff notification is still in place and proving to be successful, noting that the AOS/Cisco Phone System will assist with this procedure once it becomes operational. Dobler noted a loss of approximately a million gallons of water due to a main water break on a twelve (12) inch waterline at 8th and Lilac St. He applauded the crews for their outstanding performance. Chairman Surly asked about the Fire Department's water usage. Dobler said he has not yet received the report for the past month. The Lost Water Report is at 15% for the last twelve (12) months, which is also calendar 2015 and 14% for the month. The December average daily water usage was 6.97 MGD with a single daily use high of 7.84 MGD. The meter change out program is ongoing and invitation for bids should go out possibly next week. These results will be announced at the next commission meeting. There were no further questions.

Chairman Surly recognized Brian Sartain, Design Engineer to present a request to enter into an agreement with Crafton Tull and Associates. The total Engineering Services Agreement is \$159,100 for water and sewer relocations on W Walnut St (Dixieland Rd to 8th St). A portion of this project is reimbursable and also includes a utility agreement with AHTD for preliminary engineering services. Commissioner Greene made a motion, second by Commissioner Huffman-Gilreath to approve an Engineering Services Agreement with Crafton Tull and Associates in the amount of \$159,100. All in favor, motion carried.

Continuing, Sartain requested approval for an easement acquisition at 2003 S Horsebarn Rd for a twenty-four (24) inch waterline extension from I-49 to S 52nd St. The accepted offer amount of \$123,855.16 also includes a temporary construction easement for a 60 day period, and also includes reimbursement for the owner's appraisal services. Commissioner Huffman-Gilreath made a motion, second by Commissioner Greene to approve the easement acquisition at 2003 S Horsebarn Rd in the amount of \$123,855.16. All in favor, motion carried.

Sartain presented the November 24, 2015 bid opening results on a city street project for a eight (8) inch waterline relocation and widening of Walnut St at Lake Atalanta. Staff recommends the bid from Arco Excavation-Paving be rejected at this time. Commissioner Huffman-Gilreath made a motion, second by Commissioner Greene to reject the utility portion of the bid from Arco Excavation-Paving in the amount of \$306,950.00. All in favor, motion carried.

Earl Rausch, Utility Superintendent reminded the commission that Commissioner McClure's term will expire February 1, 2016. She has accepted the recommendation to serve for a new eight (8) year term

that will expire February 1, 2024. A motion was made by Commissioner Huffman-Gilreath and second by Commissioner Greene to recommend re-appointment of Commissioner Kathy McClure for a new eight (8) year term to expire February 1, 2024. All in favor, motion carried.

Rausch recognized Jennifer Lattin, Senior Accountant to present a report on the water and sewer department trends from 2007 through 2015. Using charts, Lattin highlighted several trends including income loss, interest income, consumption, outstanding debt, reserved funds, and expenditures during these periods. Since 2007, growth has increased the number of water and sewer customers an average of 2% each year. There were no questions.

With no further business, Chairman Surly adjourned the meeting at 4:42 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Earl Rausch".

Earl Rausch, Acting Secretary/djw

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