

## Rogers Waterworks and Sewer Commission

January 21, 2020

### Minutes

The Rogers Waterworks and Sewer Commission held its scheduled meeting at 4:00 PM Tuesday, January 21, 2020, in the Rogers Water Utilities Administration Building located at 601 S 2<sup>nd</sup> St. Present were Commissioners Travis Greene, Kathy McClure, and Mike Watkins. Roger Surly and Don Kendall was absent. Rogers Water Utilities staff present were Brent Dobler, Johnny Lunsford, Brian Sartain, Todd Beaver, Jene' Huffman-Gilreath, Jerry Roegner, Matt Savell, Dana Daniel, Jennifer Lattin, Vera Hall and Donna Wilson. Others in attendance were Jerry Carmichael from Rogers City Council, and Robert Frazier of the Frazier Law Firm. Chairman McClure called the meeting to order at 4:00 PM.

Todd Beaver, RPCF Manager recognized Marco Segura for ten (10) years of service at the Rogers Pollution Control Facility. He was not present but given a gift of appreciation and a certificate of recognition. The Commission expressed appreciation.

A motion was made by Commissioner Travis Greene, second by Commissioner Mike Watkins to approve the minutes from the December 16, 2019 meeting as submitted. All in favor, motion carried.

Chairman McClure recognized Jennifer Lattin, Controller to present the December 31, 2019 financial reports. Lattin stated that water consumption for the month of December 2019 is up 1.39% from December 2018. Billed revenue is up 1.63% from December 2018. The Water Department reported a loss of \$18,000 for December 2019. A profit of \$41,000 was reported for December 2018. Comparing December 2019 to December 2018, total revenues increased by \$14,000, while expenses increased \$73,000 primarily due to field repair, maintenance, and water purchases. Fiscal Year to Date profit is less than the prior year, by \$402,000, but ahead of budget. Fiscal Year to Date collections of Access and Impact Fee Revenue for FY 20 are \$450,000 and are ahead of budget by \$175,000 and compares to Year to Date Access and Impact Fee Revenue of \$300,000 in FY 19 and \$422,000 in FY 18.

Sewer consumption for the month of December 2019 is up 3.05% from December 2018. Billed revenue is up 2.68% from December 2018. The Sewer Department reported a profit of \$210,000 for December 2019. A profit of \$273,000 was reported for December 2018. Comparing December 2019 to December 2018, total revenues increased by \$7,000, while expenses increased \$70,000 primarily due to field and PCF repairs, maintenance, sludge disposal, and general staffing and benefit costs. Fiscal Year to Date profit is ahead of the prior year, by \$6,000, and is ahead of budget. Fiscal Year to Date collections of Access and Impact Fee Revenue for FY 20 are \$907,000 and are ahead of budget by \$281,000 and compares to Year to Date Access and Impact Fee Revenue of \$699,000 in FY 19 and \$801,000 in FY 18.

Lost water is at 5% for the month of December 2019 and 17% for both the last twelve (12) months and the calendar year (2019).

Total Restricted and Unrestricted Funds Report are \$35.9 million for December 2019, which is an overall decrease of \$1,600,000 from December 2018. Water Funds increased from \$17.1 million to \$17.7 million from December 2018 while Sewer Funds decreased from \$20.4 million to \$18.2 million. \$6.9 million of the \$35.9 million total funds is restricted for specific use such as debt service, meter deposits, access and impact fees, and depreciation. There were no questions.

Chairman McClure recognized Brian Sartain, Utility Engineer for the presentation of the December engineering report. Sartain said that the number of plan reviews remain steady. Some of the new submittals are the Hudson Road Townhomes, Dodson Pointe Apartments, the Rogers Fire Department Training Center expansion, and the Pinnacle Village. Chairman McClure asked if any fees have been charged as a result of the new Plan Review Fee Policy. Sartain replied no plan review fees have been assessed yet. The RPCF Solids Handling Project is finishing up with site work and progress is being made on the access road from Pleasant Grove to the RPCF. Upcoming projects include the Shadow Valley Backup Generator, the 11<sup>th</sup> St Pump Station Improvements, 11<sup>th</sup> Street Elevated Tank Repainting and the Blossom Way FRP Sewer Rehab Ph I. The Pleasant Grove Rd project is approximately 75% complete with water/sewer utilities. The preconstruction meeting for the 1<sup>st</sup> Street downtown water/sewer project was held last week. This is a first phase of a greater downtown project which will include the \$3.2 M Arkansas Street Project. Sartain stated that he estimates a significant cost savings by phasing the work block-by-block and avoiding traffic maintenance and temporary pavement. At this time, the scope of the downtown projects are in flux, may possibly add portions of Cherry St and 2<sup>nd</sup> St into this project, taking advantage of street reconstruction projects to also replace aging water/sewer infrastructure. Commissioner Travis Greene asked who was awarded the bid for the 45<sup>th</sup> & Walnut Creek Pkwy Roundabout. Sartain replied it was Tri Star located in Siloam Springs, and that no significant utility work was being done as part of this roundabout project. There were no further questions.

Chairman McClure recognized Todd Beaver, RPCF Manager to present the December Reports. Beaver stated that there were no permit violations, however, reported 2.32 for the ammonia max 7 day average still being higher than normal (permit limit 4.5) due to a high rainfall event. The FOG department has been busy with inspections and cross training. Follow up inspections will be done on the interceptor replacements that are currently scheduled. The Industrial Pre-treatment Program completed industry inspections at Preformed Line Products, Pel Freez, WestRock, and Ozark Mountain Poultry. Surcharges were assessed to Ozark Mountain Poultry, Tyson Chick N Quik, and Southeast Poultry. The addition of a new Maintenance Tech 1 has given us full staff. 278 MG was treated in December with 67 MG additional flow with an average flow of 8.96 MGD. These flows included 1.17” of rain over 3 rain events. There were no questions.

Chairman McClure recognized Johnny Lunsford, Construction and Maintenance Manager for a brief report on field operations. Lunsford stated that field operations was very busy in December with record breaking history for 15+ water breaks. He wanted to commend his team for their fast response, efficiency, and hard work as it was recognized through social media. There were no questions.

Chairman McClure recognized Brent Dobler, Utility Superintendent to present Resolution No. 20-01 with Exhibit 1 authorizing a contract for Water Service with the City of Lowell for a term of twenty (20) years after the effective date of January 1, 2020. This new contract (water only) replaces the current thirty (30) year contract which expired (January 8, 1990). A motion was made by Commissioner Travis Greene, second by Commissioner Mike Watkins to approve Resolution No. 20-01 w/exhibit contract for Water Service with the City of Lowell. All in favor, motion carried.

Chairman McClure recognized Jene' Huffman-Gilreath, Shares Services Manager to present Resolution No. 20-02 requesting authorization to designate Software Integration Services as professional services which will not be procured through competitive bidding; authorizing issuance of a request for qualifications for Software Integration Services. Commissioner Mike Watkins made a motion, second

by Commissioner Travis Greene to approve Resolution No. 20-02 authorizing Software Integration Services to be designated as a professional service and not procured through competitive bidding. All in favor, motion carried.

Brian Sartain continued requesting a motion to approve the Design-Build Proposal for RPCF Train 2 Rehabilitation Project. A staff selection committee met to interview and score three different proposals. The three proposals were Crossland Heavy Contractors, CDI Contractors, and Flintco, LLC with Crossland Heavy Contractors receiving the highest score. The staff selection committee recommends the award of the design-build project to the Crossland Heavy Contractors/Olsson team, approval of Phase I (pre-construction) fees not to exceed \$314,720, and to authorize RWU staff to negotiate the final form and content of the design-build agreement and contract. Commissioner Travis Greene made a motion, second by Commissioner Mike Watkins to approve the Design-Build Proposal from Crossland Heavy Contractors/Olsson team for the RPCF Train 2 Rehab Project. All in favor, motion carried.

Sartain outlined a summary of the proposed contract scope and fees requesting a motion to approve the contract with Freese & Nichols for the RWU Wastewater Master Plan. Staff recommends approval of the contract with Freese & Nichols in the amount of \$495,027 and to authorize staff to negotiate the final form and content of the contract. A motion was made by Commissioner Mike Watkins and second by Commissioner Travis Greene to approve the RWU Wastewater Master Plan contract with Freese and Nichols in the amount of \$495, 027. All in favor, motion carried.

Brian Sartain requested a motion to approve a revision to the Proposed RWU Service Boundary Map as presented due to the recent annexation into the City of Rogers. Sartain explained that the service boundary overlapped on a 40 acre tract with the City of Bentonville. Through coordination with Bentonville Utilities Dept., it was decided that this tract remain planned in the Bentonville service area since it can likely be more easily served by Bentonville. In addition, Sartain showed where approximately 100 acres West of Hwy 112 along Gaston Road was recently annexed by the Rogers City Council into the City of Rogers. Therefore, RWU staff proposes to include this property within the RWU Service Boundary. Commissioner Travis Greene made a motion, second by Commissioner Mike Watkins to approve these revisions to the Proposed RWU Service Boundary Map. All in favor, motion carried.

With no further business, Chairman McClure adjourned the meeting at 4:34 PM.

Respectfully submitted,



Brent Dobler, Acting Secretary/djw

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