

**CSA7 Customer Advisory Committee**  
**Dec. 4, 2021-49<sup>th</sup> meeting**  
**By videoconference**

**Meeting called to order at 10:58am**

Attendees:

Committee: Cyrus Yocum, Eva Knodt, Heather McAvoy, Joanne Lehner, Patricia O'Neal, Terry Adams

Supervisor Horsley's office: Lena Silberman

Host: Fred Deubert

Public: Lynnette Vega (joined at 11:17 am)

Announcements: Eva Knodt is interested in serving as a Committee Member and will attend 3 meetings as a non-voting recruit prior to approval as a full Member.

1) September quarterly meeting minutes

Recent revisions were reviewed. Motion to approve by Heather, Terry seconded, approved unanimously.

2) August, September, October budgets,  
1st quarter capital improvement expense report,  
county funded capital expense report

The County confirmed receipt of the \$5129 reimbursement for water main damaged by arborists. Heather notes that the revenue so far shows that the income from the users matches budgeted expenditures, so seems to be an appropriate amount. The inclusion of the full two-year commitment to Bracewell in this year's budget can be potentially confusing, but we asked this question before. We have had many fewer breaks recently. **It was noted that the budget for Public Works engineering and for contingency expenses have both been reduced. Heather points out that they are probably doing this to show a balanced budget. Patricia was asked to confirm this information with Mark.**

The Capital Improvement Expense Report does not include 2021 figures. Mark advised Patricia it will appear on the next quarterly report.

The County Funded Capital Expense Report shows slight increases in four areas, probably because they are in the documentation phase, and they are accounting for some consultant time.

3) Capital Improvements, improvement schedule, compliance

The County confirmed the Trustee's approval letter for the exploratory work at the potential wellsite was received on 10-26-21.

4) Rural Community Assistance Corporation (RCAC)

Heather distributed her notes from the 11-10-21 "kick-off" meeting with the RCAC. She notes that Mark clarified the Median Household Income study (MHI) will be the "primary" study, and may be compared with census results. Patricia recalls during the "introductory" meeting Katrina Hiott advised the criteria for the MHI study results were broadened and would not be an impediment for receiving grants. More recently, Katrina confirmed with Patricia that exceeding the affordability rate will also not obstruct grant funding. In response to Patricia's interest in the EPA's drought mitigation funding (specifically alternative water sources), Katrina advised the RCAC is able to assist with alternative funding sources, and that

many small systems will mix and match funding to coordinate a full grant coverage of costs, provided there is transparency with all the funders. The Committee requests a copy of the 100% construction documents as soon as they are completed.

#### 5) Communication with customers

Mark advised Patricia the County website has been updated and provides current rate information and supporting documentation.

We are hopeful about returning to in-person meetings in March.

The Division of Drinking Water (DDW) reports are now available on the Committee website.

The Committee decided against recording meetings based on the limitations of volunteer resources.

The Committee decided against including chat comments in remote meetings and minutes based on both the desire not to lose focus on the topic at hand as well as the limitations of volunteer resources.

The meeting agenda and most of the supporting documents were made available on the Committee website prior to this meeting, with the intent of adding the remaining documents prior to the next meeting.

The Committee decided against meeting summaries in advance of the minutes based both on the desire to provide accurate information as well as the limitations of volunteer resources.

#### 6) Website

Eric has done an excellent job in populating the website.

#### 7) Annual Election of Officers

Chair: Heather nominated Patricia, Cyrus seconded. Unanimous approval

Vice Chair: Patricia nominated Heather, Terry seconded. Unanimous approval

Secretary: Patricia nominated Cyrus, Joanne seconded. Unanimous approval

Back up Secretary: Patricia nominated Joanne, Heather seconded. Unanimous approval

#### 8) Meter Mapping: No report

#### 9) Public Comment

Lynnette Vega thanked the Committee for their efforts, and expressed disappointment that more people have not signed up for the [CSA7@groups.io](mailto:CSA7@groups.io). She explained her thoughts about recording the meeting was that people could have an opportunity to hear and see the meeting directly.

Heather moved to adjourn; Joanne seconded. All in favor.

Meeting adjourned at 12:30 PM

Minutes by Cyrus Yocum, Secretary