

**CSA7 Customer Advisory Committee**  
**September 14, 2024, 60<sup>th</sup> meeting**  
**By videoconference**

**Meeting called to order at 11:00 am**

Attendees:

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

Department of Public Works: Mark Chow, Tiffany Deng

Public: None

Announcements: Please submit agenda items by the week prior to the week of the meeting; items submitted after the agenda deadline (4 days prior to meeting) may not be included barring exigent circumstances. If you leave early, please let us know so that it can be included in the meeting minutes.

- 1) June quarterly meeting minutes: Mark notes that the County Executive Office recommended that \$1.4 million of measure K funding be used for CSA 7 and CSA 11 emergency response plan development and other infrastructure improvements to address emergency preparedness to be distributed over the next three fiscal years. Mark had requested \$2.8 million. The DPW has revised its scope of work accordingly and the County BOS will be considering this on Sept. 24<sup>th</sup>. Mark had requested funding for the new water source intake, but the CEO cut the funding amount, so he revised the plans to only upgrade the Alpine Creek intake. The dangerous stairs to the intake will be replaced to make access to the pump and intake safer. There is enough money to design, but not build, the new raw water tank. DPW will be looking for more funding. He also clarified that the new raw water tank may or may not be steel tank depending on the design recommendation. Heather moved that the minutes be approved with the exception that the previous minutes should read that the money may be used for a new raw water tank. Seconded by Eric. All approved. Eva Knodt arrived at 11:13, after approval of the minutes. Eric stepped out but is available.
- 2) A) May, June, July budgets: June is the end of the year report. Income shown is for billed, not received, income for the last quarter. We are only slightly overbudget for the year by \$1,199. We had fewer main breaks this year, so saved some money for Bracewell services. We are in the third year of our five-year rate increase schedule. Usage has decreased somewhat year over year.
- 2) B) 4<sup>th</sup> Quarter Capital Improvements Expense Report: The committee discussed this historical report. There were suggestions to eliminate it. It was decided the annual water usage and capital improvements log contained in the report remain useful.
- 2) C) County Funded Capital Expense Report: Measure K funding has been used. We are now using the \$4.5 million County Capital Project Funding. Most of the remaining funding will be used for the northern distribution system. Funding for the new water

intake is yet to be identified.

- 3) A/B) Capital Improvements/Improvement Schedule: Emergency generator commission should occur next month. Water Works Engineers are working on a new scope of work to finalize the design for the distribution system mainline relocation project. Bracewell and Water Works will welcome any help locating active and abandoned meters as the maps are not entirely accurate, but they will also be doing an in-depth site visit. When the generator is commissioned, Mark will arrange for the committee to visit the refurbished treatment plant.
- 3) C) Compliance: TTHM levels were briefly elevated, but that has been resolved. Bracewell has just submitted a proposal for required inspection of lead in service lines. This will be an additional cost to the budget. Discussion of PFAS legislation/litigation.
- 4) Enhanced water quality communications and billing system: Eric returned to respond to this. Heather says there is no movement on this since the customers who were concerned have dropped out or are unable currently to participate. Auto pay will involve increased costs. Eric has determined that push notifications would also involve extra expense. Eric has implemented an option on the CSA7 website for users to be notified when there is a change on the website, and this can include a notice that bills are available to view on the County website. Customers can input their account number and get the amount that they owe. There is a QR code and a link printed on the bill making on line payment available.
- 5) Public Comment: No public attended.

Heather motioned to adjourn; Joanne seconded. All approved.

Meeting adjourned at 12:29 PM.

Minutes by Cyrus Yocum