

Attendees: Ann Stillman, Cyrus Yocum, Dante Razzini, David Bevin, Joanne Lehner, Heather McAvoy, Kathleen Bevin, Krzysztof Lisaj, Mark Chow and Patricia O'Neal

1) June quarterly meeting minutes: Cyrus moved, David second. Pass unanimously

Joanne Lehner arrived 11:09 AM

2) May/June/July budgets,
4th quarter capital improvement expense and revenue report

Mark Chow:

May 31, 2017 budget report. No revenue shown yet for 4th quarter. Some water accounts have closed. Leon Bruk is Public Works Technician and America Sanchez is a Public Works Engineer. They are transitioning some of America's knowledge and experience to Leon, in order to reduce the cost to CSA7. Leon can answer calls with questions about CSA7. Ask for Leon first when calling.

June 30, 2017 budget report (100% fiscal year): Payment to Bracewell exceeded budget, which was due to responding to emergencies and removing and replacing the intake due to rainfall levels. Intake was removed from creek in January and reinstalled in May. DPW will submit to FEMA and see if we can get reimbursed for this cost. If so, it will go to SMC general fund, because general fund was used to balance our budget. We have not yet made any payments on the loan that was taken by CSA7 (\$58K) in an earlier fiscal year, but it does not appear as a line item in our budget until a funding source is identified to pay it back.

July 31, 2017: Account 6322 is budget for repayment of long-term loan.

4th Quarter 2016-17 Capital Expenditures (CSA7 Share of Cost): Removal and replacement of creek pump and intake.

Capital Expenditures for Feasibility Study: Study was paid for by County General Fund (\$169,921.00), as was 2017 Winter Storm Water Hauling/Treatment (\$30,069.00.) Treatment Plant renovations – Consultant payments (\$61,535.76) came from Measure A funds.

Cyrus Yocum left at 11:37 AM

3) capital improvements, compliance

Project Prioritization for CSA7 (hand out from Mark Chow):

Priority 1 Items: Water Treatment Plant Chemical Containment, DBP Compliance/Custom-Built Spray System and Water Tank Seismic Retrofit of Pipe Connection of Steel Tank have all been approved by DDW.

Priority 2 Items: When Priority 1 items are being constructed or completed then they will fund the highlighted items (e.g. Change Sand Media, New Raw water tank and Flocculation Chamber recoating.) Review of Consultant scope of work and proposal for these projects is under DDW review.

Consultant has proposed to do a cost comparison analysis of building a Solids Contact Clarifier and Pressure Filter Vessel (see Priority 3) in lieu of changing the sand media and filter and construction the new raw water steel tank

and recoating a flocculation chamber under Priority 2. Long term savings of \$172K at the expense of \$803K of capital investment now.

Skylonda Mutual Water Company provided water for our emergency needs in the winter. We are now reciprocating due to emergency needs at Skylonda, with the permission of the Water Master, and the cost will be borne by Skylonda. Their emergency is due to the algae bloom in their reservoir.

Compliance: Flushing to be conducted on Sept. 20 & 21 by Bracewell. Committee to please pass out notices to neighborhoods. It wasn't done last year due to drought. Hydrants are opened for 5-10 minutes. Hydrant looks like a standpipe with a pin on top for the valve handle. Terry Adams knows where they are. They are indicated on the system maps, but the map may not be accurate. Mark Chow will provide flushing table to Patricia for distribution to Committee.

DDW has adopted new requirement for surface water systems: They require CSA7 to submit a plan to monitor E. Coli twice a month. Bracewell submitted a plan on our behalf and will start sampling October 11. They will charge CSA7 \$90/month to do this. Current requirement is to sample 1/month, new requirement is to sample 2x/month. They will monitor raw water to compare to treated.

A property has not been paying their bills and they will be shut off. Mark was seeking guidance on how to proceed. Committee indicated that although they did not want to be informed of the identity of any account holder who is in arrears, nor provide late or shut-off notices; they are willing to provide guidance on this and future occasions.

4) website: Eric Black not in attendance. No report. Eric may not have time to move the project forward at this time. Patricia reached out for other volunteers who could pick up this project and take it forward.

5) public comment. No one from the public was in attendance.

Comments from Chair: Request for Mark to provide updated account information forms to Patricia who will distribute as needed.

Future Topics: Mark Chow: Need for future rate increase. Mark will provide data in future meeting regarding the current conditions of revenue vs. expense and the process will begin from there. Patricia: We have not yet seen a letter regarding the result of the income survey; customers need feedback for their efforts. It would be helpful if the customers were made aware that Don Horsley succeeded in obtaining funding for infrastructure improvements. Heather: Communicate the positive results of the Committee and County's efforts to the customers so that they understand the actions that have been and are being taken to improve the system.

Heather will e-mail Deborah Hirst requesting a letter to the customers from Don Horsley's office about the income survey and the funding his office has obtained to improve the system. The Committee should be issuing a letter annually to the rate-payers with an update of the actions of the Committee.

Motion to adjourn: Joanne Lehner moved, Dante second. Motion passed.

Respectfully submitted,

Heather McAvoy, Vice-Chair/Acting Secretary