

**AGENDA FOR THE PINE BROOK WATER DISTRICT
BOARD MEETING OF AUGUST 16TH, 2018**

- 1. VISITOR COMMENTS/BUSINESS**
- 2. CLARIFICATIONS ON BUDGET NUMBERS**
- 3. REQUEST TO PURCHASE 0.5 ACRE FEET OF RAW WATER**
- 4. RATE STRUCTURE CHANGE**
- 5. SLUDGE DISPOSAL – UPDATES**
- 6. UPDATING OF EMPLOYEE HANDBOOK**
- 7. FEMA ALTERNATIVE PROJECT –**
 - A Tank Painting – update and tentative schedule**
 - B Reservoir Grate**
 - C Replacement Trucks**
- 8. FOUR MILE FIRE PROTECTION DISTRICT WATER SALE/LEASE FOR FIRE PONDS AND CONDITIONS**
- 9. CASH MINE UPDATE**
- 10. STATUS OF WITTEMYER WELL IN FOUR MILE**
- 11. REVIEW OF ACCOUNTS WITH BALANCES OVER \$1,000.00 THAT ARE ALSO OVER A MONTH OLD.**
- 12. REVIEW OF ADJUSTMENT REGISTER FROM MONTHLY BILLINGS**
- 13. RESERVOIR STATUS –**
 - A. STATUS OF RESERVOIR LEVEL, FOUR MILE CREEK FLOWS, & WATER CALL**
- 14. BILLS**
- 15. WATER QUALITY TESTING RESULTS**
- 16. OTHER MATTERS**
- 17. REPAIR AND MAINTENANCE BEYOND NORMAL OPERATIONS**
- 18. MINUTES OF THE JULY 16TH, 2018 MEETINGS,**

1. **Visitor Comments/Business:** No current items that we are aware of.
2. **Clarifications on Budget Numbers:** I have gone through the budget numbers that B. Wahlert inquired about. What I found was that I did not properly update the reserve balance numbers for the Actual 2016 numbers, which then made all reserve balance numbers off. After spending considerable time on this I also realized that on the budget form it is easy to state and show the actual beginning and ending bank balance numbers for the “actual” year shown (which for example in developing the 2018 budget is the year 2016). This means you can also show the actual beginning balance number for the current year (and by current year I mean the year that the budget for the following year is being developed; i.e. if you’re working on developing the 2018 budget year you have at that point the beginning bank balance for 2017 **BUT** you do not have the ending bank balance numbers as the year has not ended. So, any bank balance numbers beyond that are only **BEST ESTIMATES**, nothing more. I have a spreadsheet prepared for the meeting that illustrates what I am talking about.
3. **Rate Structure Change** – We have prepared some information and now just need to finalize it. More discussion at the meeting.
4. **Sludge Disposal Update-** We are proceeding with this project as approved by the Board. Do not yet have a target date for the sludge bed to be completed but hopefully within the next 30 to 60 days. The engineers have fine lined the sludge bed design so it’s all ready to go.
5. **Updating of Employee Handbook** – We may have updates at the meeting.
6. **FEMA Alternative Project** –
 - A Tank Painting – project awarded and work to begin in earnest the 20th of August.
 - B Reservoir Grate – competitive pricing has been obtained, expect the work to occur this summer. Cost is less than \$5,000.00
 - C Replacement Trucks – developing specifications so that we can get bids/pricing from various brands/dealers. This will not go out to bid until we are further along with the tank painting project.
7. **Four Mile Fire Water Sale/Lease** – their decree is scheduled for a hearing/trial before a water court judge.
8. **Cash Mine Water Update** – their 5-year temporary cessation permit has expired, they obtained extensions on some of their other permits. It’s a little confusing and we know they are trying to amend their permit. About

clear as mud, and so we are continuing to monitor.

9. **Wittemyer Well** – no new updates.
10. **Accounts owing over \$1,000.00** – all accounts owing over \$1,000.00 was for one month's usage.
11. **Adjustments made for the last month** –1 turn off notices, 2 late fee adjustments, 1 returned check, 2 for new owners/property transfers
12. **Reservoir Status** – Reservoir is now down over 2.5 feet. Four Mile Creek flows are very low, so no transfer of raw water is occurring.
13. **Bills** – Bills to be prepared before the meeting date.
14. **Water Quality** – Bac-T tests all passed. Disinfection by Products tests were below allowable limits, and we did the PF testing (the residuals being found from the old fire foams). There was a trace in our water but way below and any limits of concern.
15. **Other Matters** – none that I know of.
16. **Repair and Maintenance beyond normal operations** – treated the reservoir to prevent excessive algae growths, pinned a membrane module that was showing broken fibers.