

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE CT., SHAVANO PARK, TX 78231
MONDAY, JUNE 11, 2018**

**6:30 P.M.
MINUTES**

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chairman Walea

2. ROLL CALL: PRESENT: ABSENT:
- Steve Fleming
Sam Bakke
Al Walea
Tomas Palmer
Matt Trippy (arrived 6:40)

3. CITIZENS TO BE HEARD

None

4. CONSENT AGENDA

- a. Approval – May 7, 2018 Minutes
Member Palmer moved to accept the minutes as written, Member Bakke seconded.
Motion passed.

5. REPORTS - Public Works Director Update

a. Water System

a. Wells and plant update

Director Peterson informed the members that the chlorine line broke at Well # 5 which required a minor repair and is now running fine. Well # 7 had a chlorine pump leak which was repaired and running well. Wells # 8 and # 9 have been operating consistently. On Sunday, June 3rd a SCADA alarm regarding Shavano VFD faulted completely, a tech was called out to troubleshoot found that the 60 hp pump failed, the a/c at Huebner pump station VFD building, Bill Rhodes was called and found that the breaker was bad. Removed the breaker at # 9 and installed it at Huebner and the unit was run on-hand until Monday when it could be repaired. Investigating drive shaft on # 3 motor at Huebner it was found to be warped and the pump needed to be replaced, bearings were worn and need to be replaced, so the motor was taken to shop for repairs and are to be back on site on Tuesday. Repairs cost \$5100. Pump # 3 at Huebner is currently out of operation. City Manager indicated that there are three pumps at Huebner that push water into the system and he informed the members that Director Peterson needs to come up with

a “critical action plan” to notify residents of crisis actions to be taken but not to panic the residents. Chairman Walea mentioned the reverse 911 system and putting information on the marquee and hooking the a/c alarms to SCADA.

- b. Well # 6 operations, servicing the well
All parts that were underground have be repaired or replaced. As a review for citizens, Director Peterson explained that the first 5’ of wiring was exposed causing a safety hazard, second phase of overview found that there were pits and rusted out areas. Next they found there was overheating and the camera survey found that there was debris in the bottom of the well. It was suggested that debris be jetted and cleaned out. The jetting removed the debris on Tuesday afternoon and the well was put back together by Friday. Testing was done all weekend and verbal results from the lab indicated that the well could be put back online. On Monday it was pumping between 300 – 325 gpm and that will probably lessen slightly as it settles.

- b. Financial Report

- a. April Report
Finance Officer – Brenda Morey reviewed the revenues & expenditures for April and indicated everything was right on track.

6. REGULAR BUSINESS

- a. Discussion / review - Goals & Objectives 2018 – 2019 – PW Director
Director Peterson reviewed the goals and objectives and explained for the members of the audience why some things from this year have been addressed and new items added for the upcoming year. Director Peterson indicated that a draft of the suggested changes will be presented to the City Council on Wednesday, June 13th at the budget workshop. A review of the objectives and some of his reasoning for them was done. Chairman Walea submitted suggestions / changes to better quantify some items and Director Peterson indicated he was seeking out costs on the proposed items as well and will have them by the next meeting. It was requested that a budget calendar schedule be given to the members to make sure the WAC can make sure that the committee is on track with the process and meet the deadlines needed to have a budget to Council in September.
- b. Discussion / review –FY 2018 – 2019 Budget – Water Fund Revenues / Unfunded Requirements – PW Director
A review of the revenues and the unfunded budgeted items will be discussed at the July meeting when cost figures are available.

7. CHAIRMAN ANNOUNCEMENTS

- a. Advise members to contact City Staff to add agenda items
Chairman Walea asked that if anyone has items they'd like to see on an agenda to contact Director Peterson, Utility Office Mgr. Stone or City Manager Hill.

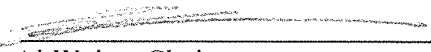
- b. July – Remind members concerning September 1, 2018 / Commissions application deadline for the Water Advisory Committee
Chairman Walea indicated that there are 2 member terms expiring on 9/30/18: Steve Fleming and Sam Bakke. One resident has expressed interest

8. ADJOURNMENT:

Member Palmer motioned to adjourn, Member Trippy seconded. Meeting adjourned 8:21 p.m.



Peggy Stone
PW/Water Utility
Office Manager


Al Walea, Chairman

Date: 7-9-2018