

# **MINUTES OF MEETING BOARD OF DIRECTORS FOUNTAIN HILLS SANITARY DISTRICT**

The Board of Directors of the Fountain Hills Sanitary District met in a **Regular Meeting** on **Wednesday, August 19, 2020** at 5:30 p.m. via an online webinar.

## **Agenda Item No. 1**

### **Call to order and roll call**

*Upon roll call, the following Directors were present:*

Chairman Jerry Butler, Vice Chairman Michael Maroon, Director Robert Thomson, Director Tom Reski, and Director Gregg Dudash.

(Note: Unanimous votes refer to all Directors present.)

*The following Executive Staff members were present:*

Dana Trompke, District Manager, Bill Sullivan, Legal Counsel, Tori Myers, District CPA, and Penny Cook, Assistant Secretary.

## **Agenda Item No. 2**

### **Approval of Minutes: Regular Meeting: June 17, 2020 and Special Meeting: July 16, 2020**

A motion was made by Director Dudash to approve the minutes of the Regular Meeting of June 17, 2020 with discussed changes. Vice Chairman Maroon seconded the motion which passed unanimously.

A motion was made by Director Dudash to approve the minutes of the Special Meeting of July 16, 2020 as presented. Director Thomson seconded the motion which passed unanimously.

## **Agenda Item No. 3**

### **Call to public.**

There was no public comment.

## **Agenda Item No. 4**

### **District Manager's report; items to be discussed include plant, recycled water, and recharge statistics for July, permit compliance, new sewer services, active project updates, public communication efforts, and Town communication and/or coordination efforts.**

District Manager reported for the month of July: The average influent flow was 1.914 MGD.

Total WW treated for July was 59,348,000 gallons.

The District was in compliance with all permit requirements for the month.

July Reclaimed Water delivered to reusers was 94,899,800 gallons

District Manager reported the District's total recharge credit available as of July 31, 2020 was 595,494,594 gallons.

There were six new single-family sewer service agreements issued in July.

The contractor is working on procuring long-lead items for the Aeration Basin Improvement Project.

Work is substantially complete on the rehabilitation of the internal components for Clarifier No. 2 Rehabilitation. The valve and actuator replacement is delayed due to supply chain issues.

Replacement of the valves for the AWTF Valve Replacement Project has been completed. The project went very smooth and was completed early. The project timing was ideal as it was noticed several of the older valves were near failure.

The Sewer Atlas Update and GIS System Integration will include a conversion of the District's Sewer Atlas map book from the CADD based drawings to one built on the GIS data. This is to allow for continual improvements to the data, mobile access to the data and mapping, and integration with maintenance tracking efforts. There are many steps to this project. The items in progress and/or completed are converting sewer Atlas map book to GIS data is 90% complete, train staff on the national standardize method and nomenclature for pipeline inspection assessment has been completed, and train staff on the new sewer camera software will be completed on July 20, 2020. The items remaining are migrate GIS system from a single-user desktop version to enterprise-wide version, implement/develop applications to input and track maintenance efforts, and provide additional staff training.

Director Reski asked the District Manager if there was an off-site backup system in place. District Manager will report back at the next Board meeting with what is being backed up and with what frequency.

The District implemented a "mask required" policy on June 17<sup>th</sup>. This applies to visitors, customers, and employees at District facilities. Cleaning and safety practices continue. To date, there has only been one confirmed case among employees. The staff member has recovered and returned to work. There are no other employees out, either ill themselves or with sick household members. We are adjusting some work schedules to be flexible with employees with school age children, as local school districts have moved to on-line instruction only.

District Manager has received a call from a broker, on behalf of interested parties for the Eagle Mountain Golf Course, requesting information on recycled water.

**Agenda Item No. 5**

**District CPA's report; items to be discussed include status of income and expenditures, billing, report on collection efforts to date, and general direction from Board.**

The District CPA reported operating expenditures and revenues are running on track.

District CPA and District Attorney will discuss the length of time encumbered amounts from the prior fiscal year budget can be carried over into the current fiscal year and report back to the Board.

The fiscal year 2019/20 Audit is substantially complete.

Chairman Butler requested that the Audit firm give a verbal presentation of the audit report to the Board.



**Agenda Item No. 6**

**Discussion of End of the Fiscal Year 2019-2020 report.**

District Manager presented the FY 2019/2020 End of Year report to the Board and answered questions.

Highlights of the report:

- The District started the FY with a celebration of its 50<sup>th</sup> Anniversary.
- Total Revenues for the FY were 1.8% lower than budgeted due to slowing economic development and water conservation efforts which led to lower demand for reclaimed water.
- Operating expenses were well-managed and came in 4.3% under budget for the fiscal year.
- System & Facility Improvements (SFI) project spending finished 6.8% under budget. The District was successful in completing numerous projects scheduled for the FY.
- The District is successfully addressing and navigating the challenging impacts of the global corona virus pandemic.
- The District collected and treated 743.7 million gallons (MG) of raw wastewater in the fiscal year, a 7.8% increase from the prior FY. The average daily flow for the fiscal year was 2.0 million gallons per day (mgd).
- A total of 599.1 MG of reclaimed water was delivered to reclaimed water users for irrigation and lake impoundment.
- New above ground well control facilities were completed for Aquifer Storage and Recovery (ASR) Wells 2 and 4. This project also provided much-needed public restrooms in Fountain Park, in addition to the improved and safer operator access to the well control facilities. The design and construction project lasted over three fiscal years, and had a total cost of \$3,054,688, which was \$54,688 (1.83%) over the three-year fiscal budgets of \$3.0M.
- The District completed an update to its Master Plan, identifying the improvements or facility additions that will be needed in the future as the District grows toward full development within its service area. As part of the Master Plan project, the District built, and now fully utilizes, a Geographical Information Systems (GIS) data and sewer capacity modeling software which allows the District to better plan and track maintenance efforts in the extensive collection system and to analyze proposed development's impact to localized sewers as well as the entire system.
- The district continued its development and implementation of a computerized maintenance management system (CMMS) during the FY.
- As of June 30, 2020, the District had 43 full-time employees, one staff member on a military deployment, and two vacant positions.

**Agenda Item No. 7**

**The Chairman, the individual members of the Board and the District Manager will each be permitted to provide a brief summary of current events. The Board will not propose, discuss, deliberate or take legal action at the meeting on any matter addressed in the summaries, unless the specific item is otherwise properly noticed.**

Chairman Butler suggested the District Manager take a poll of the Board members to see if the meetings can be moved up to an earlier start time.

**Agenda Item No. 8**  
**Adjournment.**

Vice Chairman Maroon made a motion to adjourn the meeting at 7:01 p.m. Director Dudash seconded the motion which passed unanimously.

*Dated this 20<sup>th</sup> day of August, 2020.*

Fountain Hills Sanitary District

Minutes Prepared By:

  
Penny Cook, Assistant Secretary