A. ROLL CALL

B. REQUEST TO ADDRESS THE BOARD

C. PRESENTATION
   - Riney Hancock CPAs – Presentation of 2018-2019 Audit of Financial Statements

D. APPROVAL OF MINUTES
   - Approval of Minutes from November 18, 2019 Regular Meeting

E. MONTHLY REPORTS
   - Financial (Verbal)
   - Plant Operations
   - Field Operations
   - Engineering
   - Human Resources & Safety
   - General Manager’s
     - Revision 2, Policy A-200, Board Action Reports and Board Resolutions

F. BUSINESS
   - January meeting will be held on Monday, January 27, 2020 due to the MLK holiday.

G. EXECUTIVE SESSION – None Requested
REQUEST TO ADDRESS THE BOARD
PRESENTATION

- Riney Hancock CPAs, presentation on 2018-2019 Audit of Financial Statements
ACTION MINUTES OF MEETING
November 18, 2019
A. ROLL CALL

Present at the meeting was Commissioner Paul Bird, Chairman, who presided over the meeting, along with Commissioners George Jones, John Henderson, Gary Jennings, and Julie Wischer. General Manager Tom Williams and Eric Shappell, Attorney were also present. Other staff members present were Kevin Roberts, Todd Bowley, Bart Boles, Tim Fischbeck, Kathy Manker and Patty Brown. Others in attendance were Mayor, Steve Austin and Public Information Officer, Donna Stinnett. There were no members of the media present.

B. REQUEST TO ADDRESS THE BOARD (None)

C. APPROVAL OF MINUTES

• Approval of Minutes from October 21, 2019 Regular Meeting

After review, motion was made by Commissioner Julie Wischer, seconded by Commissioner Gary Jennings to approve the October 21, 2019 board minutes as submitted. Motion passed with all commissioners voting aye, no opposition.

D. MONTHLY REPORTS

• Financial – Discussed and approved as submitted.

Todd Bowley reviewed the financial report with the Board. He reported that the October financials were under budget by around $32,000 since usage continues to be down with industrial and commercial customers. City’s IT has gathered and sent year to date detailed information for industrial customers to be reviewed in an effort to determine the cause of this downturn. This information will be reported on in a future meeting. Electricity is still under budget year to date, even with the Big River’s portion for the south pumps coming in. Cash Flows were negative for the month due to the debt service payment of $2.7 million, but year to date is still positive.

The audit process has slowed down while waiting for City information and should be wrapped up in the next week or so. Tom Williams explained that there will need to be a meeting before the December 10th City Commission meeting so the HWU budget can be approved and sent to them. After discussion, the Board agreed to move the December HWU board meeting to December 9th. Financials will not be ready by this date but can be emailed and included in the next month’s meeting.

Mr. Bowley indicated there was not much activity for the month in capital spending. There is $8.4 million in Cash. The $356,000 shown will be the end result for reconciliation with IP and Tyson. Once the audit is finalized those two accounts can be settled. Cash is down overall $930,000 for the month but ahead by $502,000 for the year.
Rate comparison information for customers inside and outside the City were distributed and reviewed. The chart showed water and wastewater rates but did not include stormwater fees for comparison. The simple summary showed different tiered usage amounts and the percentage difference between the two groups. The justification for charging Outside the City customers more is because it cost more to deliver the service further out. After discussion, the Board agreed at this time that the rates seem reasonable as they are.

Mr. Bowley informed the Board that there will be a change with the way the Henderson County Water District reimburses HWU for the new volumetric sewer fees that are being charged to Pleasantview customers and collected by HCWD. In the past, with the fixed rate, the payment made was for the amount billed and not the amount collected. As the new billing goes into effect, they will pay the amount collected each month. Over the years they have incurred around $4,300 of uncollected sewer bills. The Board discussed the situation and directed Staff to continue to work with HCWD on this matter.

- **Plant Operations** – Discussed and approved as submitted.

- **Field Operations** – Discussed and approved as submitted.

Tom Williams noted the IT section of the report. There is an expenditure of $17,000 for new drives. Usually anything that is not budgeted that is over $30,000 is brought before the board for approval in an Action Report. Anything under $30,000 that is in the budget is considered already approved and has been mentioned in the GM or Engineering reports. There are some things that fall in the unbudgeted category that have to be taken care of immediately before having a board meeting such as pump repairs, pump replacement or IT items. The policy on this will be updated and in next month’s board packet for review and approval.

- **Engineering** – Discussed and approved

Bart Boles reviewed the Engineering Report with the Board. He noted that the Myrene Drive project is progressing well and should be completed in the time allotted. While there is congestion in the area so far it has not been a major problem. He also noted the residential meter replacement section of the report and Kevin Roberts commented on the difficulty in looking at all aspects of a meter and how important it is to make the right decision on the purchase. With technology changing so fast it is important that what is chosen will adapt to those changes as well. Tom Williams stated that with the ultrasonic meters there are no moving parts to wear out, but batteries would have to be replaced in 10 to 20 years. He indicated that the information collected so far has brought the process closer to finalization.

Mr. Boles reported that there was a meeting today with Kenergy, Big Rivers, and Wauford on the south intake project which went extremely well with good cooperation and a tour of the area after the meeting. The plans for the intake are scheduled for 2022.

- **Human Resources & Safety** – Discussed and approved as submitted.

Tom Williams advised the Board that there is a lot of training going on now with safety training being a priority and several employees attending the sessions.

- **General Manager’s** – Discussed and approved as submitted.
Revision 7, Policy D-300, Boot and Clothing Allowance

Tom Williams reviewed the revision of the Boot and Clothing Allowance policy with the Board. He explained that the date for distribution of these checks will move from January to November each year. After discussion, motion was made by Commissioner Gary Jennings and seconded by Commissioner John Henderson to accept the policy as presented. Motion passed with all ayes, no opposition.

Motion was made by Commissioner Julie Wischer and seconded by Commissioner John Henderson to approve the November monthly reports as submitted. Motion passed with all ayes, no opposition.

E. BUSINESS

- Action Report #2019-37 – Annual Renewal of Service Contracts – Hach Company

After review, motion was made by Commissioner George Jones, seconded by Commissioner John Henderson to approve Action Report #2019-37 for the Annual Renewal of Service Contracts with Hach Company, as detailed in the report. Motion passed with all ayes, no opposition.

Notes:

- Special Invitation to Habitat Dedication at 215 Letcher Street on Wednesday, December 4, 2019 at Noon (They would like to acknowledge HWU’s partnership with Habitat)
- December HWU Monthly Board Meeting Rescheduled for Monday, December 9, 2019 which will include presentation, review and approval of the financial audit.
- Reminder that the January meeting will be moved to Monday, January 27, 2020 due to the MLK holiday.

F. EXECUTIVE SESSION – Requested

- To discuss matters regarding future acquisition or sale of real property pursuant to KRS 61.810 (1) (b)

Motion was made by Commissioner George Jones to go into Executive Session to discuss matters regarding future acquisition or sale of real property pursuant to KRS 61.810 (1) (b). Commissioner Julie Wischer seconded the motion. Motion passed with all ayes, no opposition.
E. **BUSINESS** (Continued)

- Resolution # 2019-38 – Approval of Memorandum of Understanding with Railmark Rail Services LLC

  *Upon return from Executive Session, after review of Resolution #2019-38 for Approval of Memorandum of Understanding with Railmark Rail Services, LLC, motion was made by Commissioner Julie Wischer, seconded by Commissioner John Henderson to approve the resolution as detailed in the report and attachment. Roll Call vote was taken as follows: Commissioner Paul Bird, aye; Commissioner George Jones, aye; Commissioner John Henderson, aye; Commissioner Gary Jennings, aye; Commissioner Julie Wischer, aye. Resolution passed.*

  *Motion to adjourn was made by Commissioner Julie Wischer, seconded by Commissioner John Henderson with all ayes, no opposition. Meeting adjourned.*

  *The next regularly scheduled monthly meeting will be held on Monday, December 9, 2019.*
FINANCIAL REPORT
(Verbal)
Plant and Field Operations Report
12-09-2019

Happy Holidays!

Happy Holidays!
PLANT OPERATIONS UPDATES

- **Year in Review**
  - **Personnel:** With retirements and resignations, a large amount of knowledge has left the utility in the last year, but our staff continues to strive for excellence in all fields. Several excellent hires are currently in training and showing a large amount of potential. Along with this, we have had multiple staff members achieve licensing, some for the first time, while others have advanced their knowledge with higher levels of licensing.
  - **Challenges and Milestones:**
    - The Aeration Basin project at the SWWTP wrapped up in 2018; this year has proven that the investment was well worth the money. Effluent quality has been high and consistent despite influent challenges.
    - Warranty work for the 2013-2016 expansion of the NWTP has wrapped up. It was certainly a welcome conclusion to all involved, as it was a very long project.
    - Large rain events early in the year proved difficult at our treatment facilities, causing high turbidity levels at the drinking water plants and high flows at our wastewater plants.
    - After a wet beginning of the year, an extremely dry summer caused its own challenges, and we once again found our source waters under scrutiny for harmful algae blooms.
    - The Wastewater Water Quality Lab continued its certification path and has begun performing some of the testing that we were sending to an outside lab in the past. A lot of blood, sweat, and tears went into ensuring the lab became certified.
    - Meters larger than 2” were investigated for discrepancies, helping to eliminate any errors in billing.
  - **Projects:** Multiple large projects have been completed this year, not to mention many small projects which happen every day.
    - Green River Road Tank Rehab
    - SWWTP Headworks Building Renovation
    - 250 of our distribution fire hydrants received a much-needed paint job
    - High Service Pump #3 Replacement
    - Two RAS VFD replacements at the NWWTP
    - Nine pump replacements in the Collections System

- **Looking Ahead**
  - **NWTP:**
    - Unregulated Contaminant Monitoring (UCMR4) will continue into the next year. This will include monitoring for additional Disinfection By-Products and the need to feed additional carbon.
  - **NWWTP:**
    - The solids handling at this facility needs renovation, including presses and pumps. We await the current sludge study results before pursuing this, in case other options will be a better fit.
    - Clarifier #2 is awaiting final warranty work. Parts are currently being manufactured, and we hope to have this project closed out soon.
- **SWTP:**
  - The secondary clarifier needs repair and painting. This project will be similar to the project of painting the claricones recently.

- **SWWTP:**
  - Blowers at this facility are nearing the end of their life. Replacing or rebuilding some of them will be upcoming.

- **Distribution:**
  - Rehabilitation of 4-Star Tank is in the final planning stages and should begin next calendar year.

- **Maintenance:**
  - Plans include upgrading the Green Valley Pump Station for a Duplex station.
  - We also plan to upgrade the Weyerhaeuser Pump Station, which is currently being evaluated by JR Wauford.

**FIELD OPERATIONS UPDATES**

- **Year in Review**
  - **Personnel:** After losing a tremendous amount of depth to our experienced staff through retirements, staff rebuilding is beginning to take root. Several good hires have been made that have us in a good position for the future. Additionally, staff morale and crew leader “ownership” of setting/maintaining morale have improved.
  - **Equipment:** We’re steadily replacing and improving the equipment the crews use to do their jobs well.
    - SL RAT
    - Hydro-Excavation Nozzle
    - Root Cutter (Warthog)
    - Sonetics Headsets (Hearing Protection w/Bluetooth Communication)
    
    The best way to practically compare the improvements these tools have made is to say that what we had was like carving a turkey with a butter-knife.
  - **Projects:** Despite consistent turnover and the loss of a lot of experience, I’m proud of the number of large projects the crews have completed and the emergencies they have handled.
    - Vine Street 24” Emergency Repair
    - Elm Street Water Line Replacement
    - Green/3rd Street Repair (Night work)
    - Kresge Ditch Repair
    - 9th Street Water Line Replacement
    - Vine Street 24” Emergency Repair (yes, second time)

- **Looking Ahead**
  - **Meter Replacement:**
    - What began as a “plain vanilla” plan of replacing meters has become “42-flavor Neapolitan.” We’re getting there, but it’s a significant investment that we want to be in the ground for the next twenty years. We need to get it right.
- **Sewer Inspection Camera:**
  - We looked at a lot of camera systems but have decided on a specific model that we believe will fit our current and future needs better than the others. This should be finalized sometime in the beginning of the new year.

- **Track-Hoe Replacement & Mini-Excavator Purchase:**
  - A mini-excavator is the most-used piece of equipment the crews use. We have three of them, which is great, but we have four crews. We’ll need to purchase one of these with the new budget year.
  - Both track hoes are worn out. They lack the hydraulic power to lift their load rating. Money was appropriated in the current capital budget for repairs, but it’s extensive and considered to not have a very good return. We decided that the best course is to sell them and lease one, as needed. However, as we’ve thought this through, this is not so good of an option if/when an emergency occurs that needs quick response time. Another consideration is that the lifting capacity of a track hoe is necessary to load and set our trench and shoring equipment. **Bottom Line:** It’s looking like we’ll need a new track hoe in the next capital budget.
<table>
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<tr>
<th>Date</th>
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<tr>
<td>11/19/2019</td>
<td>176</td>
<td>1817 Kresge Dr.</td>
<td>Thanks so much to J.J. and his work crew! They did a fantastic job on the sewer pipe issue that was washing away our property! J.J. kept us apprised of each step they were doing. It looks great and it should last a very long time! We would like to give Bart Boles a big thank you as well! Sincerely, Steve and Kelly Edmondson</td>
<td></td>
</tr>
</tbody>
</table>

05 Service Request Tags Given Out
01 Work Order Tags Given Out
01 Door Tags Returned
ENGINEERING REPORT
A. Water Projects

South Water & Wastewater Plants – Influent/Effluent Lines and River Intake:
Plans to implement our 2014 study to reconstruct our potable influent and wastewater effluent lines, as well as modifications to the Big Rivers intake structure on the Green River are being developed. J.R. Wauford has completed pick-up survey work to make sure conditions haven’t changed since plans were drawn up and will ask for reapproval of a construction permit from DOW. When approval is received, we will plan for bidding and construction, probably in the spring, with some of the funding coming from next fiscal year.

The intake modifications will take longer to design and permit, so will likely follow in a couple of years. Design work has begun. Our relationship with BREC continues to be a good one. We’ve had contact with Kenergy about power service for our dedicated pumps, and have received an updated engineers estimate for both projects. We met at BREC-Sebree Station on November 19th with representatives from Kenergy, Big Rivers Electric, J.R. Wauford and HWU to discuss Electrical Main and Backup power, as well as to give a project design update. Kenergy has selected a preliminary route for the power lines that will be supplying main power to the new Raw Water pumps in the intake structure, but will be working with Bob Warren of Big Rivers to determine if that route is feasible. J.R. Wauford will be calculating preliminary electrical load numbers and supplying them to both HWU and Kenergy, as well as continuing to work on the project design. The Influent/Effluent Lines are expected to begin in the Spring of 2020, while the Raw Water Intake Pumps are expected to begin in the Spring of 2022. The influent/Effluent Lines are estimated at $1.5 million, the intake at $2.5 million.

Residential Meter Replacement:
Board approval granted in August to move forward with replacement of up to 1,000 meters in this fiscal year. Bids were received on November 8th, however, after meeting with a meter manufacturer, we have decided to cancel the bids and gather more information before re-bidding again. HWU is traveling to the city of Mt. Vernon, Illinois Water Utility on December 3rd to discuss the path they took in bidding out their (Ultrasonic) Water Meters. We’re planning on using this information to help us in our RFP process. We still expect to Re-bid the meters between now and the first part of next year.

Washington / Vine Water Main
We have a project under design with Strand, that picks up the new 20” line at Washington/Green, and runs it down Washington to Alvasia, and across to the Vine Street line. This Project provides an alternate pathway in the HWU distribution system to get water to the Vine Street tank. The tank is currently served by a 20” cast iron main that runs down Green Street, is more than 100 years old, and has experienced several breaks. The new line takes a different pathway to the tank, and allows the tank to be filled if the old line breaks and is shut down. The project cost breakdown is as follows: Design/Bidding Services: $70,600; Construction Engineering: $19,300; Estimated Construction Cost: $1.5 M

HWU expects this project to start in 3-5 years, with an April 2024 bid date, June 2024 construction date, and be completed in October 2024.
B. Wastewater Projects

Atkinson Sewershed Study - Myrene Drive & Atkinson Park Sewer Pump Station and Force Mains:
We have all the easements signed on the Myrene FM portion of the work. One that remains outstanding is on the Atkinson Park Medical Building, part of the Atkinson FM. Bids were received on the Myrene Pump Station on 6 February. A pre-construction meeting was held on April 25th, and construction activity began on site the first week of September, after the September 2nd notice to proceed. The long delay was due to our rejection of the first pump submittal, and the long lead time for pumps and equipment.

Work continues to proceed on the project. Most all of the piping has been installed, and the 20-foot-deep wet well has been set except for the top. The next step will be to install the pumps, which are anticipated to be delivered around December 15th. The project is still ahead of the scheduled completion date of March 30, 2020.

C. Stormwater and Separation Projects

Center & Julia Phase III-B Stormwater Project:
This stormwater project includes a crossing under the CSX tracks near the old depot. We have signed a task order with J.R. Wauford for updated survey and design work. We have provided insurance information to CSX for our permit, and have received a revised invoice, reflecting savings from insurance we already carry that was included on the first invoice; this cut the cost from about $40k to $20,400. The permit has a five-year time limit to start construction, so we’ve moved the project up in the Strategic Plan to accommodate that timeframe. Acquiring easements from adjacent property owners is going well; we have one signed and have contacted three others. The Kentucky
Transportation Cabinet owns one small parcel near this project, and we are working with them to acquire that land outright. Completion of the project will be contingent on availability of funds.

HWU met with Wauford on September 3rd to discuss progress, and submitted a nationwide permit to the U.S. Army Corps of Engineers. Received a few questions from the Corps which we’ve answered. We have received the approved Stream Construction permit from KDOw. On November 26th, met with two (2) representatives from KDOw to discuss the Water Quality Certification (WQC), permit fees, and to tour the Phase III-B stormwater route under the CSX railroad tracks. KDOw is still gathering information from CSX, but has received all the information needed from HWU on the Water Quality Certification.
HUMAN RESOURCE & SAFETY REPORT
HWU Human Resources Summary: December 9, 2019

Staffing Levels:

1. Utility System Worker I [1 position]: register sent to department

2. Water Quality Specialist Lead [1 position]: register sent to department, waiting on decision

3. Environmental Compliance & Pretreatment Coordinator [1 position]: Current employees performing duties

4. Treatment Plants – Seasonal Worker [4 positions]: no request for action

Safety Report (as of 11/30/2019):

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- 2012 NAICS is the classification for Utilities: Water, Sewage, and other systems
- DART = Days Away, Restricted, or Transferred
- DAFW = Days Away From Work
- How incident rates are calculated: [(# Cases) x 200,000] / Employee Hours Worked
- Change data compared to data at the end of the previous month.

- 1 recordable/lost time/restricted case occurred in November

Other:

- Coordinated competent person trench training class conducted on November 13
- Coordinated 10-OSHA training course conducted on November 20th & 21st

Upcoming City-wide Events:
GENERAL MANAGER’S REPORT
Regulatory Issues

No change on the draft KPDES Permit for our North Wastewater Treatment Plant.

Policy Revision

Related to a discussion at the November meeting, we’re tweaking the policy on Board Action Reports (Policy A-200) to conform to what we do in practice. For small Capital items, under $30,000, we have been reporting those to the Board in either the Operations or GM Reports. Most of these are things like pump replacements, IT equipment, etc., that we need to do quickly without waiting for a Board meeting. We will continue to highlight all these items for your information, but don’t feel that most items less than $30,000 are material enough to require separate Board action, unless there are special circumstances. The revised policy is attached.

South WTP – Clarifier Painting

We hired J.R. Wauford to do a complete study of the South Water Treatment Plant back in 2013, with two goals, stretching the life of the existing plant with repair projects, and planning for ultimate replacement of the plant, should we see a new, large water user in the South system. Since that time, the Secondary Clarifier, a 56-foot diameter, 22-foot tall tank (415,000-gallon capacity) has deteriorated significantly, leaks excessively, and now needs to be painted and repaired. I’ve signed an engineering agreement, again with Wauford, to oversee this work through bidding and award in an amount of $19,000, which will come from the Capital Budget.

The project should be able to be awarded at our February meeting, with the actual work performed when the weather warms up.

Acid Alum Bid

We use acid alum in the water treatment plants, as a coagulant, and the pricing on this item has been volatile lately because a key ingredient is aluminum, which has been the subject of tariffs and subsequent wild swings in pricing. The last time we bid this, the bid was for only six months, since vendors expressed an unwillingness to tie pricing down for longer periods. As the bid was up for renewal in mid-December, Kathy contacted them about a renewal. The vendor asked for a 5% price increase as allowed by the contract. A quick check of aluminum prices showed that they had fallen over the last six months, so with a little prodding, the vendor is holding the old price for another 6 months.

An avoided cost of $6,865 over the 6 months they wanted to renew. Nice work, and indicative of the skill level of your staff, and their dedication to keeping costs in check.
**Things to Come**

Briefly, I’d like to take this opportunity to lay out some things that will be coming up, just after the start of the new year, sort of a rundown on my personal work plan for 2020.

January should bring a new Cash Flow Forecast from Todd, based on the Audit findings, together with usage, revenue, and expense trends through the first 6 months of the year. We’ve been doing this around this time each year, after the Audit review.

We will be bidding two projects in the spring, the aforementioned Painting and Repair of the Secondary Clarifier at the South Water Treatment Plant, and the Influent-Effluent lines project that feeds/discharges the South Plants. These should just about exhaust our Capital Budget for the 2019-2020 Fiscal Year.

In April, you’ll see the updated Strategic Plan, 2020 version.

May will see discussion and adoption of our next Budget. With our positive results last year, Todd and I will likely be proposing to increase the Capital Budget allocation to $4 million for at least one year, in order to get projects from the Strategic Plan completed in a timelier manner.

Mid-Summer should see us starting up projects to paint the Four-Star Tank, start work on the next section of the Countryview Stormwater Project, and start work on the South Main Water Main project (Hancock to Yeaman).

We will likely need to review/revise our contractual arrangement with Big Rivers next year, in anticipation of adding HWU-dedicated pumps in their raw water intake on the Green River. Given experience, I expect this to take up a good deal of my time.

I don’t believe we have any outstanding or imminent issues with the City, as far as rates, ordinance revisions, or the like, to deal with in the coming year.

Relationships with our contractual customers remain good, and we will be attempting to check in with all of them from time to time, throughout the year.

On the personnel front, hiring a recent graduate engineer to replace our current aging-out engineers is a high priority. We’ve had positive results from a recent round of job fairs and hope to have good news to report on this front after the first of the year.
1.0 POLICY STATEMENT:

In order to document actions by the Water and Sewer Commission, Board Action Reports and Board Resolutions will be used according to the guidelines below. This policy supersedes and voids any policy or procedure previously adopted.

2.0 PROCEDURES:

2.1 Board Action Reports and Board Resolutions record procedures of the Water and Sewer Commissioner related to capital projects, disposition of property, and other matters that require formal action prior to implementation. They should be complete and concise.

2.2 Action Reports are normally not required for budgeted capital expenditures in amounts less than $30,000. They are required for all other capital projects, and for budgeted capital items under $30,000 when special or unusual circumstances apply (sole source, unusual bid circumstances, etc). Un-budgeted capital expenditures under $30,000 will be referenced in an Operations or GM Report for the Board’s information. Action Reports are prepared from pricing obtained under the requirements of the Purchasing Policy, contained in policy B-200.

2.3 Board Resolutions are typically required for items that will be forwarded to the City for further action, such as dispositions of real property, ordinance revisions, or budget amendments, and for hiring and setting the compensation of non-civil service positions. Resolutions require a roll-call vote of the Board.

2.4 Action Reports and Resolutions shall be sequentially numbered. The format for numbering is “YEAR – XX”, where “YEAR” is the four-digit calendar year in which the action is taken, and “XX” is the number of the document. Numbering will reset each year on 1 January.

2.5 When an Action Report relates to a previous report, it shall contain a reference to the prior report near the top of the new report, in bold-italics.

2.6 When a Resolution is forwarded to the City, it should be accompanied by a memo that explains the actions contained therein, and requests consideration by the City. The memo may be addressed to the Mayor and Commissioners, and should at a minimum be copied to the City Manager, City Attorney, and other staff as deemed necessary.

3.0 RESPONSIBILITY:

Department heads and other staff are responsible for preparation of Action Reports related to their areas of expertise when required to document Board action. The General Manager must approve all Action Reports and Resolutions, prior to submission to the Board. The Administrative Assistant is responsible for maintaining records of Board actions, and for transmitting information to the City as required.

APPROVED:

_________________________
Tom Williams, P.E.
BUSINESS

- The January meeting will be moved to Monday, January 27, 2020 due to the MLK holiday.
EXECUTIVE SESSION

● None Requested