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# Durham Park Water Supply Corp Special Board Meeting - Agenda

Tuesday – January 18th, 2022 @ 7:00 pm Location: DPWSC Building

Attendance Required:  
DPWSC Board Members

## Agenda:

- Call to order
    - Well#3 Generator Funding Discussion
    - Well #3 Generator Funding Vote
  
  - Adjournment
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# Durham Park Water Supply Corp Board Meeting - Agenda

Tuesday – January 11th 2022 @ 7:00 pm    Location: DPWSC Building

Attendance Required:  
DPWSC Board Members  
DPWSC Operators

## **Agenda:**

- Call to order
  - Review/Approve Minutes from December 14th meeting.
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
  - Generator Repair/Replacement Well #3
  - DPWSC Water Capacity Increase Discussion
  - Update on New Neighborhoods requesting water service
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
  - Public Forum
  - Executive Session
    - Water Board Consultant
    - Employee Discussion
  - Adjournment
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# Durham Park Water Supply Corp Board Meeting - Agenda

Tuesday – February 8th, 2022 @ 7:00 pm    Location: DPWSC Building

Attendance Required:  
DPWSC Board Members  
DPWSC Operators

## **Agenda:**

- Call to order
  - Review/Approve Minutes from January 11th meeting.
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
  - Generator Repair/Replacement Well #3 Status Update
  - DPWSC Water Capacity Increase Discussion
  - Update on New Neighborhoods requesting water service
  - Board Member Positions up for Elections Discussion.
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
  - Public Forum
  
  - Executive Session
    - Payroll / Benefits Review
    - Board Member Responsibility Review
  
  - Adjournment
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# Durham Park Water Supply Corp

## Board Meeting - Agenda

Tuesday – March 8th, 2022 @ 7:00 pm Location: DPWSC Building

Attendance Required:

DPWSC Board Members

DPWSC Operators

### Agenda:

- Call to order
  - Review/Approve Minutes from February 8th meeting.
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
  - Generator Repair/Replacement Well #3 Status Update
  - DPWSC Water Capacity Increase Discussion
  - Update on New Neighborhoods requesting water service
  - Board Member Positions up for Elections Discussion – Review and Approve the open positions
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
  - Public Forum
  
  - Executive Session
    - Payroll / Benefits Review
    - Board Member Responsibility Review
    - Review and Approve the Budget for 2022
    - Review and Vote on Water Rate Increase
  
  - Adjournment
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# Durham Park Water Supply Corp Board Meeting - Minutes

Tuesday, April 12, 2022 @ 7 pm Location: DPWSC

## Attendees

Brad Summers, DPWSC President

Jaton Pittard, DPWSC Secretary


Garner Edwards, DPWSC Board Member

Jim Stauber

Cliff Farmer

Laura Dickman Smith

- Meeting was called to order by President Brad Summers at 7:01 pm
  - Minutes from Feb and April 2022 meeting were present and approved unanimously.
  - JS reported that samples from all wells were good. Generator for well # 3 arrived and after reviewing invoice, Cliff will have sales tax removed. Additional \$1,000.00 will be needed for crane to remove from trailer. Additionally, well # 3 is still having issues with valve, pump, gaskets. Tuttle is sending a couple of techs to assist Cliff and Kevin in repairs and installation. Cliff F is obtaining a quote on the current generator for possible sale. Equipment loan was discussed and Vera Bank is in need of additional information. Brad and Tresa will work together to get this completed.
  - Laura Dickman Smith addressed the board with her concern of improper clean up in her easement due to repair of water line. Per Cliff F due to the size and weight of the water departments tractor, he did the best he could. LDS, was not happy that nothing else could be done and a neighbor in the hood stepped in and offer to pickup the larger rocks so that her son can mow the easement.
  - DPWSC water capacity was discussed and we are currently sitting at 85%. Future taps will be held to a minimal until we can resolve this issue.
  - Discussed the status of New Neighborhoods requesting water service. Application was sent to Pohl and after review, questions were many, so back to the drawing board.
  - Board member election results were obtained and since no one applied, Brad Summers will remain board president for the duration of three (3) years and Jaton Pittard will remain as secretary for three (3) years.
  - Financial review was tabled as Denise was not present.
  - Water rate increase was tabled until next meeting.
  - Regular Board meeting was adjourned at 7:55
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Executive Session following regular meeting to discuss water rate increases.

Transfer Fee Membership raised from \$12.50 to \$25.00.

Water per operator hourly rate for services rendered raised from \$25.00 to \$35.00.

Impact Fee for  $\frac{3}{4}$ " meter raised from \$1,650.00 to \$5,000.00

Impact Fee for 1" meter raised from \$1,950.00 to \$6,000.00

Motion was made by GE, seconded by JT, vote was unanimously.

JT to talk to our attorney on CIP fees.

Fee's to go into effect April 18, 2022

Meeting was adjourned at 9:50

Jaton Pittard DPWSC  
Secretary

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# Durham Park Water Supply Corp

## Emergency Board Meeting - Agenda

Tuesday May 17th @ 6:00 pm    Location: DPWSC Building

Attendance Required:

DPWSC Board Members

DPWSC Operators

### **Agenda:**

- Call to order
  - Well #3 Generator Repair Review
  - Budget Review/Revision
  - Water Rate Increase Discussion/Vote
  
  - Adjournment
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# Durham Park Water Supply Corp Board Meeting - Agenda

Tuesday – May 10<sup>th</sup>, 2022 @ 7:00 pm    Location: DPWSC Building

Attendance Required:

DPWSC Board Members

DPWSC Operators

## **Agenda:**

- Call to order
  - Review/Approve Minutes from April 12th meeting.
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
  - Well #3 Generator Loan Update
  - DPWSC Water Capacity Increase Discussion
  - Update on New Neighborhoods requesting water service
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
  - Public Forum
  - Executive Session – Water Rate increase Discussion/Vote.
  - Adjournment
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# Durham Park Water Supply Corp

## Board Meeting - Agenda

Wednesday – June 14th, 2022 @ 7:00 pm    Location: DPWSC Building

Attendance Required:

DPWSC Board Members

DPWSC Operators

### Agenda:

- Call to order
  - Review/Approve Minutes from May 10th meeting.
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
    - Operator Repair Board Discussion
  - Well #1 Repair Status
    - Stage 3 Restriction Update
  - DPWSC Water Capacity Increase Discussion
    - Repairs/Replacement of Current Water lines
    - Funding?
  - Update on New Neighborhoods requesting water service
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
    - Budget Review/Update
  - Public Forum
  
  - Executive Session
    - Payroll / Benefits Review
    - Board Member Position Changes
  
  - Adjournment
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# Durham Park Water Supply Corp

## Board Meeting - Agenda

Tuesday – July 12th, 2022 @ 7:00 pm Location: DPWSC Building

Attendance Required:

DPWSC Board Members

DPWSC Operators

### Agenda:

- Call to order
  - Review/Approve Minutes from June 14th meeting.
  - Public Forum
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
    - Operator Repair Board Discussion
  - Well #1 Repair Status
    - Stage 3 Restriction Update
    - Insurance Claim
  - DPWSC Water Capacity Increase Discussion
    - Repairs/Replacement of Current Water lines
    - Funding?
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
    - Budget Review/Update
  
  - Executive Session
    - Payroll / Benefits / Employee Review
    - Board Member Position Changes
  
  - Adjournment
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# Durham Park Water Supply Corp

## Board Meeting - Agenda

Tuesday – August 9th, 2022 @ 7:00 pm Location: DPWSC Building

Attendance Required:

DPWSC Board Members

DPWSC Operators

### Agenda:

- Call to order
  - Review/Approve Minutes from July 12th meeting.
  - Public Forum
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
  - Well #1 Repair Status
    - Stage 3 Restriction Update
    - Insurance Claim
  - DPWSC Water Capacity Increase Discussion
    - Repairs/Replacement of Current Water lines
    - Funding?
  - Non-Standard Service Agreement Discussion
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
    - Budget Review/Update
  
  - Executive Session
    - Payroll / Benefits / Employee Review
    - Board Member Position Changes
  
  - Adjournment
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# Durham Park Water Supply Corp Board Meeting - Agenda

Tuesday – September 13th, 2022 @ 7:00 pm    Location: DPWSC Building

Attendance Required:  
DPWSC Board Members  
DPWSC Operators

## Agenda:

- Call to order
  - Review/Approve Minutes from August 9th meeting.
  - Public Forum (3 minutes per speaker.)
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
  - Well #1 Repair Status
  - Old Business tool acquisition that was approved 2 meetings ago.
  - DPWSC Water Capacity Increase Discussion
    - Repairs/Replacement of Current Water lines
    - Funding?
  - Non-Standard Service Agreement Discussion
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
    - Budget Review/Update
  - Board Candidates for empty board position
  - Executive Session
    - Board Member empty slot
    - Payroll / Benefits / Employee Review
  
  - Adjournment
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# Durham Park Water Supply Corp Board Meeting - Agenda

Tuesday – October 11th, 2022 @ 6:00 pm    Location: DPWSC Building

Attendance Required:  
DPWSC Board Members  
DPWSC Operators

## Agenda:

- Call to order
  - Review/Approve Minutes from August 9th meeting.
  - Public Forum (3 minutes per speaker.)
  - Water Operators System Status Report
    - Water & Repair Report
    - Water Restriction Status
  - Well #1 Repair Status
  - DPWSC Water Capacity Increase Discussion
    - Capital Improvement Planning
    - Repairs/Replacement of Current Water lines
    - Funding?
  - BBA Contract Status
  - Financial Review
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
    - Budget Review/Update
  - Board Candidates for empty board position
  - Executive Session
    - Board Member empty slot
    - Payroll / Benefits / Employee Review
  
  - Adjournment
-

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# Durham Park Water Supply Corp Board Meeting - Agenda

Tuesday – November 9th, 2022 @ 6:30 pm    Location: DPWSC Building

Attendance Required:  
DPWSC Board Members  
DPWSC Operators

## Agenda:

- Call to order(2 min)
  - Review/Approve Minutes from October 11th meeting. (5 min)
  - Public Forum (3 minutes per speaker.)
  - Water Operators System Status Report (10 min)
    - Water & Repair Report
    - Water well flow rates
    - Water Restriction Status
  - Well #1 Repair Status (10min)
  - BBA Contract Status (5 min)
    - Redraft (from BBA) in progress.
  - Water rates (10 min)
  - New well permit applications from developer (10min)
  - Board email addresses and online doc storage. (10 min)
  - Financial Review (10 min)
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
    - Budget Review/Update
  - Board Candidates for empty board position(placeholder)
  - Executive Session (15 min)
    - Board Member empty slot
    - Payoll / Benefits / Employee Review
  
  - Adjournment (2min)
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# Durham Park Water Supply Corp Board Meeting - Agenda

Tuesday – December 20th, 2022 @ 6:30 pm    Location: DPWSC Building

Attendance Required:

DPWSC Board Members

DPWSC Operators

## Agenda:

- Call to order(2 min)
  - Review/Approve Minutes from November 9th meeting. (5 min)
  - Public Forum (3 minutes per speaker.)
  - Water Operators System Status Report (10 min)
    - Water & Repair Report
    - Water Restriction Status
  - Well #1 Repair Status (10min)
  - BBA Contract Status (5 min)
    - Liability Limit negotiation is ongoing.
  - Water rates (10 min)
  - Board email addresses and online doc storage. (10 min)
  - Change telephone service. (5 Min)
  - Metered Postage. (5 Min)
  - Financial Review (20 min)
    - Bank Account and Asset Review
    - CPA Audit Status
    - Billing/Delinquent Account Status
    - Budget Review/Update
  - Board Candidates for empty board position(5 Min)
  - Executive Session (20 min)
    - Board Member empty slot
    - Payoll / Benefits / Employee Review
  
  - Adjournment (2min)
-