

Action items	Person responsible	Deadline
✓ Include \$75K maintenance budget for both sewer and water sides of utility in 2021 draft budget	Finance Committee & Andrew Resnick	Budget Calendar mandated dates
✓ Andrew Resnick to send historical spend for maintenance	Andrew Resnick	08-21-2020 - COMPLETED

Agenda item: #2 Additional Service Agreement with Jacobs for Reconfiguration of Lift Station #3's Electrical Control Panel **Presenter:** B. Romero

Discussion:

(1) Bryan Romero provided an overview of the project with a recommendation to proceed. The project cost \$26,115,58 (includes GRT).

Conclusions: James Lightfoot proposed we proceed with project. James advanced the motion to proceed and approve. Steve Mill made a motion to second the motion and the Operations Committee unanimously voted to proceed.

Action items	Person responsible	Deadline
✓ Bryan to send memo to Finance Committee highlighting Ops Committee vote to proceed to formalize the go-forward recommend.	Bryan Romero	08-25-2020
✓ Bryan to take lead on project management	Bryan Romero	TBD

Agenda item: #3 Possible Modification to the Limits of Co-op's Ownership of Sewer Service Lines **Presenter:** B. Romero

Discussion: Bryan Romero reviewed of the basic layout and configuration of the main sewer line, lateral line and property-specific line(s) as well as the current lot & owner-specific responsibilities. Currently the Water Co-op is fully responsible for the main line and each lot's lateral lines. The cost of addressing a blocked lateral line can be significant ranging from a low of \$6K to a high of \$25K (because of line depth). It was suggested that the cost of maintaining the lateral lines be transferred from the Water Co-op to the homeowners.

Conclusions: The transfer of the maintenance cost for lateral lines would be a very controversial decision on the part of the Water Co-op. This possible modification to the current ownership structure of the lateral sewer lines needs careful consideration and every alternative needs to be considered. This needs to be place on the agenda for the next formal full-Board quarterly meeting. Possible options for consideration as follows: (1) no change to current ownership structure and Water Co-op will continue to maintain lateral sewer lines; (2) develop an issue-specific sinking fund to cover any required maintenance of the lateral lines; (3) assess repair fees for lateral lines to the Estate where the repair is required; or, (4) transfer the responsibility for the off-lot maintenance of a lateral line from the Water Co-op to the home owner.

Action items	Person responsible	Deadline
✓ Research HOA design documents to determine who is responsible (currently) for lateral lines which may require a change in current policy – DRC requires lateral clean at lot line. Lateral line is described as "Las Campanas' lateral line".	Kim Visser	Completed – confirmed, current policy placed responsibility for lateral line onto Water Co-op

Action items	Person responsible	Deadline
✓ No firm actions to be taken until first year sewer line cleaning completed	Operations Committee	Following completion of year #1 sewer line cleaning & scoping
✓ Review of insurance policy as it relates to coverage for any Andrew Resnick damage that is assessed to Water Co-op.		08-31-2020



Agenda item: #4 Additional Items for Discussion **Presenter:** B. Romero
Water Usage graph

Discussion:

A request was received from Steven Miller to create a graph to be incorporated into the Quarterly Operations Report. This graph will show the annual accumulative residential and commercial water use, accumulative purchased water from Santa Fe County, the water required if current customers utilized their full water allocation, and the water rights deeded to the County. Bryan prepared a graph with the items listed above. The one addition to the graph was to incorporate water loss.

Conclusions: The graph will be included in the Quarterly Operations Reports moving forward.

Action items	Person responsible	Deadline
✓ Finalize the Graph for the next Quarterly Operations Report	Bryan Romero	October Board Meeting

