

**CAMERON PARISH  
WATER DISTRICT NO. 11  
PROCEEDINGS**

**December 22, 2020**

There was a regular meeting of the Board of Commissioners of Water District No. 11 at 6:00 p.m., Tuesday, December 22, 2020, at the Grand Lake Waterworks office.

**PRESENT:** Carl Granger, Grace Robideaux, Wayne Hebert, Jerome Verzwylvelt

**ABSENT:** Gerald Richard

The meeting was called to order by Board President Carl Granger.

On motion of Grace Robideaux, seconded by Wayne Hebert and carried unanimously, the minutes from the November 16, 2020 regular meeting were approved as previously mailed out.

The board was presented a resignation letter from operator Kris Benoit. His last day will be January 15, 2021.

On motion of Wayne Hebert, seconded by Grace Robideaux and carried unanimously, the district will advertise to hire a new operator.

There was a discussion regarding the chlorine building at the office well. The building was damaged by the hurricanes and needs to be replaced. The plan is to combine the chlorine treatment facilities at the ball park well and the office well.

On motion of Jerome Verzwylvelt, seconded by Grace Robideaux and carried unanimously, the following adjustments to the 2020 budget were adopted:

| <b>Revenues</b>                 |           |
|---------------------------------|-----------|
| Water Sales                     | -\$75,000 |
| Late Charges                    | - 10,000  |
| <b>Expenditures</b>             |           |
| Salaries                        | \$21,000  |
| Group Insurance                 | 6,400     |
| Retirement Expense              | 5,800     |
| Prepaid Expense-Hurricane Laura | 70,000    |

On motion of Wayne Hebert, seconded by Grace Robideaux and carried unanimously the 2021 Budget was adopted as follows:

| <b>OPERATING INCOME</b> |              |
|-------------------------|--------------|
| Water Sales             | \$750,000.00 |
| Bulk Water Hook Up Fees | \$500.00     |
| Tap Fees                | \$13,000.00  |
| Connection Fees         | \$3,000.00   |
| Reconnect Fees          | \$1,200.00   |
| Relocation Fees         | \$250.00     |
| Late Charges            | \$30,000.00  |
| Returned Check Fees     | \$500.00     |
| ACT Income              | \$1,100.00   |

|                               |                     |
|-------------------------------|---------------------|
| Rental Tower Space            | \$10,800.00         |
| Interest Income               | \$300.00            |
| Miscellaneous Revenue         | \$1,500.00          |
| <b>Total Operating Income</b> | <b>\$812,150.00</b> |

|                                  |  |
|----------------------------------|--|
| <b><i>Operating Expenses</i></b> |  |
|----------------------------------|--|

|                                     |  |
|-------------------------------------|--|
| <b>Salaries &amp; Related Items</b> |  |
|-------------------------------------|--|

|   |                     |
|---|---------------------|
| Salaries                                  | \$275,000.00        |
| Group Insurance                           | \$95,000.00         |
| FICA                                      | \$800.00            |
| Retirement Expense                        | \$28,000.00         |
| Medicare Tax Expense                      | \$4,200.00          |
| <b>Total - Salary &amp; Related Items</b> | <b>\$403,000.00</b> |

|                            |  |
|----------------------------|--|
| <b>General Maintenance</b> |  |
|----------------------------|--|

|                                    |             |
|------------------------------------|-------------|
| Contributions to Pension Fund      | \$6,500.00  |
| Professional Fees - Audit          | \$11,000.00 |
| Per Diem                           | \$3,600.00  |
| Employee Uniforms                  | \$350.00    |
| Prepaid Expense-Hurricane Laura    |             |
| Utilities - Electric               | \$43,000.00 |
| Contract Labor                     | \$5,000.00  |
| Employee Medical                   | \$100.00    |
| Insurance - Property               | \$1,600.00  |
| Insurance - General Liability      | \$600.00    |
| Insurance - Errors & Omissions     | \$500.00    |
| Insurance - Vehicles               | \$6,500.00  |
| Insurance - Surety Bonds           | \$330.00    |
| Insurance - Equipment              | \$250.00    |
| Insurance - Annual Share Work Comp | \$4,000.00  |
| Telephones                         | \$7,400.00  |
| Publishing Fees - Public Notices   | \$300.00    |
| Bank Charges                       | \$3,000.00  |
| Mileage                            | \$150.00    |
| Meals                              | \$150.00    |
| Lodging                            | \$800.00    |
| Certification Fees                 | \$125.00    |
| Registration Fees                  | \$850.00    |
| Membership Dues                    | \$400.00    |
| Pipe & Fittings                    | \$50,000.00 |
| Maintenance                        | \$70,000.00 |
| Vehicle - Gas & Oil                | \$10,000.00 |
| Tools & Equipment                  | \$750.00    |

|                                    |                      |
|------------------------------------|----------------------|
| Equipment Rental                   | \$500.00             |
| Airport Well                       | \$200.00             |
| Filing Fees                        | \$50.00              |
| Supplies                           | \$7,500.00           |
| Chemicals                          | \$90,000.00          |
| Dotties                            | \$800.00             |
| Postage                            | \$14,000.00          |
| Interest Expense - Red River Bank  | \$22,624.48          |
| Depreciation Expense               | \$170,000.00         |
| <b>Total - General Maintenance</b> | <b>\$532,929.48</b>  |
| <b>Total Operating Expense</b>     | <b>\$935,929.48</b>  |
| <b>Net Operating Income (Loss)</b> | <b>-\$123,779.48</b> |
| <b>Non Operating Income</b>        |                      |
| Ad Valorem Taxes - Maintenance     | \$132,257.26         |
| <b>Net Increase (Decrease)</b>     | <b>\$8,477.78</b>    |

On motion of Jerome Verzwylvelt seconded by Grace Robideaux and carried unanimously, the 2021 meeting dates were set at 6:00 p.m. on the following dates:

- January 25<sup>th</sup>
- February 22<sup>nd</sup>
- March 15<sup>th</sup>
- April 19<sup>th</sup>
- May 17<sup>th</sup>
- June 21<sup>st</sup>
- July 19<sup>th</sup>
- August 16<sup>th</sup>
- September 20<sup>th</sup>
- October 18<sup>th</sup>
- November 15<sup>th</sup>
- December 13<sup>th</sup>

On motion of Wayne Hebert, seconded by Jerome Verzwylvelt and carried unanimously Carl Granger was elected president for the year 2021.

On motion of Wayne Hebert, seconded by Jerome Verzwylvelt and carried unanimously, Grace Robideaux was elected vice-president for 2021.

On motion of Jerome Verzwylvelt, seconded by Grace Robideaux and carried unanimously, salary review was tabled until next meeting.

There was a financial report given for the month ending November 30, 2020 by Helen Williams.

On motion of Wayne Hebert, seconded by Grace Robideaux and carried unanimously, the financial statements which reflect the budget comparison were accepted as presented.

The Superintendent's Report was presented by Jacob Nunez.  
- Big Lake Repairs

On motion of Jerome Verzwylt, seconded by Grace Robideaux, and carried unanimously, all bills were approved for payment.

There being no further business, on motion of Wayne Hebert, seconded by Grace Robideaux and carried unanimously, the meeting was declared adjourned.

**APPROVED:** \_\_\_\_\_  
Carl Granger, President

**ATTEST:** \_\_\_\_\_  
Helen Williams, Secretary