

Rogers Waterworks and Sewer Commission

August 17, 2026 – Meeting Minutes

Attendance

Attendees included Debbie Putman, Todd Beaver, Jennifer Hoffman, Brent Dobler, Jered Sigmon, Johnny Lunsford, and Brian Sartain from RWU; Robert Frazier with the Frazier Law Firm; and Ryan Bowman with the Friday Law Firm. Water and Sewer Commissioners present were Paige Sulzemeier, Derek Morgan, Kathy McClure, and Chairperson Jene' Huffman Gilreath. Commissioner Carmichael was absent.

Call to Order

The meeting was called to order at **4:00 PM**. The Chair confirmed the agenda and noted no public comments.

Public Forum

No participants were present.

Action on Minutes

The Commission reviewed the minutes from the July 20, 2026 meeting. A motion to approve was made by Commissioner McClure and seconded by Commissioner Sulzemeier. The motion passed unanimously.

Financial Report – J. Sigmon

Jered Sigmon presented the July financial report, noting that the first month of the fiscal year reflects an 8% benchmark for actuals vs. budget.

Key highlights included:

- Water Fund: Revenues at 8%, expenses at 9%.
- Sewer Fund: Revenues at 9%, expenses at 7%.
- Capital Outlay: 1% (Water), 3% (Sewer).

Sigmon provided long-term trend charts showing increased capital investment from FY16 to FY26, driven significantly by the solids handling project and other proactive system upgrades. Consumption and billed revenue trends were also reviewed, noting increases across customer categories and the influence of recent rate adjustments.

Engineering Report – B. Sartain

Brian Sartain updated the Commission on engineering activities:

- **Solids Handling Project:** Slightly under budget; construction progress continues on structural, piping, HVAC, and concrete scopes.
 - **RCF Improvements:** Project divided into two packages; regulatory submittals scheduled through early 2027. Initial cost estimates align closely with budget pending value-engineering review.
 - **Chateau Sewer Main:** Majority of pipe installed; cleanup continuing in affected neighborhoods.
 - **Flow Monitoring Systems:** 13 of 14 units installed and calibrated; data trending and alarm systems being implemented.
 - **Staffing Update:** Senior Engineer Stephen Ponder retiring; Travis Tripodi selected as project manager; inspection position to be backfilled.
 - **High Water Demand:** RWU purchasing 18–19 MGD due to heat and drought; Beaver Water District capacity remains adequate, with no conservation measures currently required.
 - Additional updates covered development plan reviews, project design coordination, and interconnection agreements.
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RPCF Report – T. Beaver

Todd Beaver provided operating updates for the Rogers Pollution Control Facility:

- Loading and flow trends consistent with master planning projections.

- Dry-weather flows at approximately 9.7 MGD, reflecting genuine system growth.
 - Industrial pretreatment results showed no significant issues; surcharge threshold management remains effective.
 - Staff reviewed ongoing solids handling and SCADA-related projects affecting operations.
 - Screening equipment evaluations continue, including site visits and vendor demonstrations.
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Old Business

No old business was presented.

New Business

1. Letter of Engagement – Stephens Inc. (Underwriting Services)

The Commission reviewed the proposed underwriting engagement letter. The agreement outlines scope, deliverables, responsibilities, term through June 30, 2030, and a tiered fee structure. Staff recommended approval subject to City Council approval.

A motion to approve as presented was made by Commissioner McClure and seconded by Commissioner Sultemeier. The motion passed unanimously.

2. Letter of Engagement – Friday, Eldridge & Clark (Bond Counsel Services)

Ryan Bowman of the Friday Law Firm attended and reviewed the bond counsel engagement letter. The agreement includes scope, deliverables, term through June 30, 2030, and a tiered fee structure consistent with prior comparable bond issuances.

A motion to approve as presented was made by Commissioner Morgan and seconded by Commissioner McClure. The motion passed unanimously.

3. Resolution 26-22 – Issuance of Sewer Revenue Bonds

Ryan Bowman presented Resolution 26-22 recommending issuance of up to \$70 million in sewer revenue bonds through the Rogers City Council. The resolution also recommends related authorizing

actions, including reimbursement procedures and final ordinance requirements upon bond pricing. Commissioner Sultemeier made a motion to approve Resolution 26-22. Commissioner McClure seconded. All in favor; Resolution 26-22 was approved.

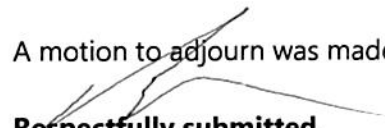
4. Resolution 26-23 – Purchase of Plan Review Software

Brian Sartain presented Resolution 26-23 authorizing the purchase of DigiPlan plan review software, waiving competitive bidding, and appropriating funds. The software replaces the discontinued Highland OnBase system, with a total cost of approximately \$87,750 over three years plus implementation support.

Commissioner McClure made a motion to approve Resolution 26-23. Commissioner Morgan seconded. All in favor; Resolution 26-23 was approved.

Adjournment

A motion to adjourn was made and seconded. The meeting adjourned at **4:44 PM**.



Respectfully submitted,
Brent Dobler, Secretary