

GENERAL MANAGER'S REPORT

To: Board of Directors, Green Area Water & Sanitary Authority

Date: July 8, 2021

BILLING SYSTEM CONVERSION

Agreements have been signed to merge the sewer billings with the existing water billing system. We have received the implementation guide from CUSI and plan to get started on this project next week.

NEW SIGNAGE

We will schedule to have the logo's replaced on the service vehicles and will place some temporary signage on Authority administrative buildings. Office staff had completed new GAWSA letterhead. David will work with our website provider to make some updates to the website, and coordinate with BMS Technologies, our bill statement printer/mailer, to update the water billing statements. There is no feasible way to alter the sewer billing postcards so they will still have Green Sanitary District listed on the bills until billing is combined.

Staff will notify vendors and other stakeholders of the transition to the new authority.

IT SERVICE TRANSITION

The service agreement for Systech Consulting has been signed. Staff will coordinate with Systech to have any necessary hardware/software set up so that they are ready to assist us with any of our conversion/merging projects.

COMPENSATION AND PAY EQUITY ANALYSIS

David will review all current job descriptions and work with staff to draft job descriptions for new positions. Once the job descriptions are complete, we will plan to contract with an HR firm for an independent analysis.

It is my recommendation that no position changes be made until the analysis is complete, so that there are clear expectations for the new staff positions.

With that said, until the analysis is complete, I am recommending a COLA of 3% to the existing salary scales.

FINANCIALS

I do not have financial statements to present this month for June, but I will present year-end totals and budgetary comparisons for both water and sanitary districts next month. As we work to consolidate reporting, the data and format presented going forward may change.

