

# **BUTLER COUNTY RURAL WATER DISTRICT NO. 5**

## **ANNUAL MEETING**

**Where: RWD #5 Office  
700 N. Main  
Benton, KS 67017**

**When: Tuesday, April 11, 2023**

**Time: 6:30 P.M.**

### **Agenda of the Annual Meeting**

1. Report the progress and activity of the Rural Water District.
2. Elect three Directors, each for three-year terms.
3. Conduct any unfinished business as deemed necessary.

### **DIRECTORS**

Ron Engelbrecht, Vice-Chairman	2025
Bill Reece, Secretary	2025
Vacant, Director	2023
Kendall Koftan, Director	2023
Justin Kneisel, Chairman	2023
Paul Blaha, Director	2024
Aaron May, Treasurer	2024

### **RWD NO. 5 OFFICE**

P.O. Box 56  
700 N. Main  
Benton, KS 67017  
Phone: 316-778-1631

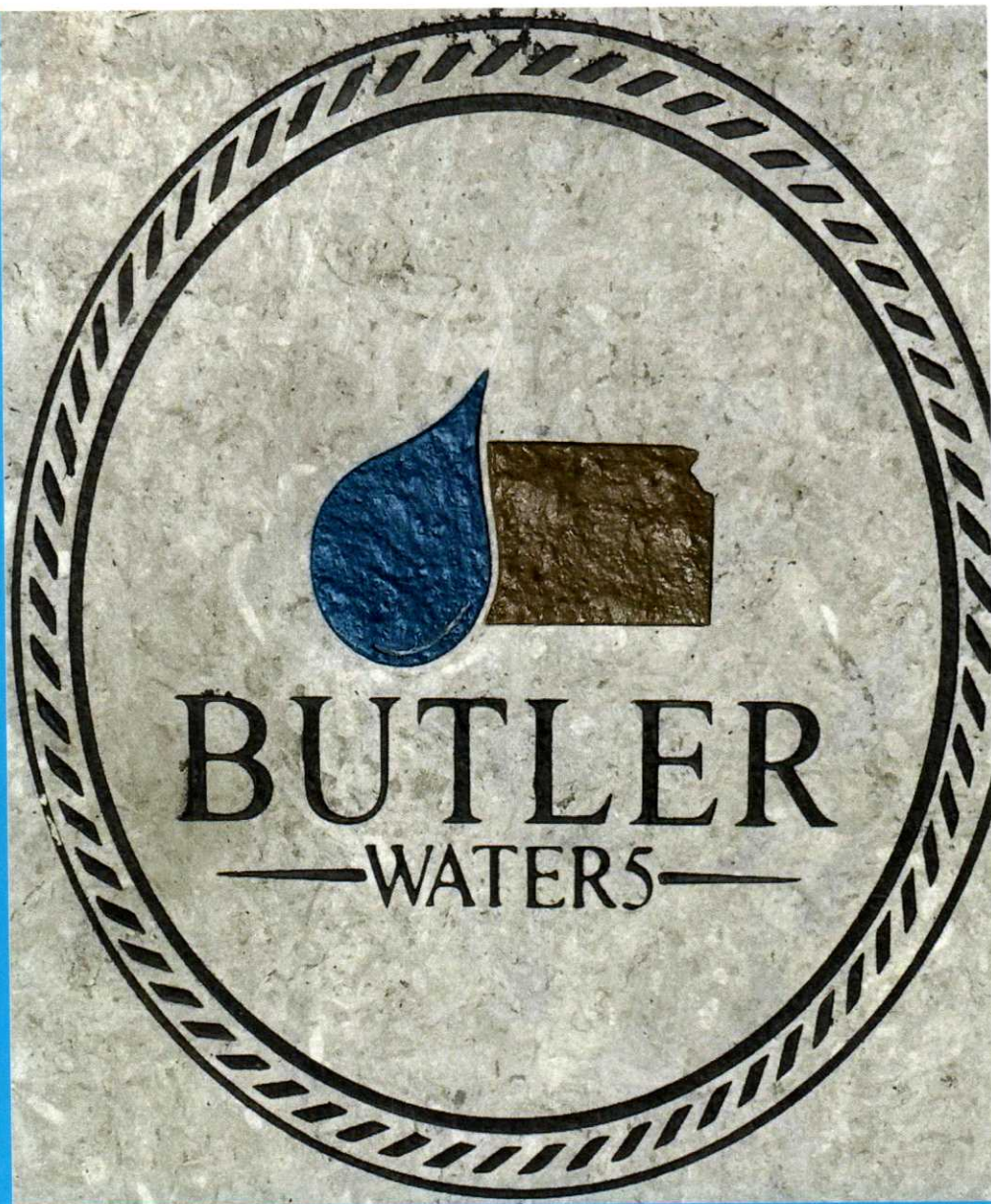
### **RWD NO. 5 EMERGENCY NUMBERS**

Phone: 316-461-9427  
Phone: 316-737-1376



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# Annual 2022 Report



**Annual Meeting Notice**

**April 11, 2023**

**6:30 PM**

**700 N.Main Benton, Kansas 67017**

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**Butler Rural Water No. 5**



## The year in review

Butler Rural Water District #5 (RWD #5) has been providing water service to customers for the past 43 years. 2022 has been another busy year of projects. The district completed an upgrade of its automated control that allows us to monitor the safety of your drinking water along with letting us know if we have a problem sometimes before you the consumer does. With the district having a small group of employees it helps with our response time as well. The district has two water suppliers City of Wichita & City of El Dorado that allow us to offer less interruption, if a provider has problems. These automated systems offer 24 hour a day monitoring on holidays and weekends.



The other project included in 2022 is the repairs and painting of our last water tower located by the Augusta airport. The district is very proud to have all (5) towers inspected and repainted. These towers are very important for the water delivery and quality of your drinking water. All towers are equipped with chlorine monitoring and water temperature. This allows our operators to make educated decision on water safety. The district continues to better the system for future. The district covers 150 square miles with over 1000 miles of water mains to serve you the customers. The district is already looking to the future with one new tower and plans to make sure you the customer continues to receive water that is safe and quality service.

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## District 5

The district has no plans of slowing down. We started off 2022 working on improving our billing that offers more option to pay. District 5 has used the same billing software for over 20 years leaving us with little option to offer. Looking into the future and customer's asking for more options we listened to your request. District 5 chose a software that not only offer great support for office staff but gave us options for our customers. It has taken all of 2022 to complete the conversion and will carry over into 2023 to be completed. You the customer will soon have a customer portal that will allow yourself to update personal information email, phone number, receive text when your payment is posted and by the end of 2023 reading from your meter. That allows you the consumer to be in more control of being informed about your bill amount and leak information.

### Meet the staff.

We are very proud of our employees.		Years of Service
Terry Brown	District Manager/Operator	17
Jon Shaffer	Operator/Operations	10
Clara Jewell	Office	8
Cale Stephens	Operator/Maintenance	7
Alex Cook	Maintenance	1





### **Water purchased in 2022.**

During 2022, the District purchased 115,573,720 gallons of water from the City of El Dorado and 97,025,250 gallons from the City of Wichita for a combined total purchase of 212,598,970 gallons. Water sold to both North-#5 and South-#5 customers totaled 179,352,300 gallons. The year ended with 2,199 customers which is an increase of 33 customers District-wide. The District also sells bulk water to the City of Towanda that accounts for 20% of the gallons sold in 2022.

### **Cost of doing business**

As rates continue to increase from our sources, RWD #5 can no longer subsidize and will increase customer rates accordingly. The District is performing a rate study and rate increases will follow.

### **Reminder about meter damage**

Water meter lids are equipped with a flat disc radio-read transmitter allowing collection of customer usage readings. The customer is responsible to protect the water meter lid, radio and ring assembly from damage. Please keep the assembly visible by trimming grass around your meter. Do not hit, drive over, or mow over the assembly. If the transmitter is damaged and must be replaced, **a minimum of \$265 replacement cost will be assessed to the customer.**

### **Reminder about payment due date**

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Water bill payments are due on or before the 20<sup>th</sup> of each month regardless of what day of the week it falls. As long as the envelope post-mark date shows on or before the 20<sup>th</sup>, late charges will not apply. For your convenience, the office has a drop slot located in the office door inside the porch and a drive-up payment box located between the two drives for after-hours and weekend payments. Other payment options are online payment at [bucorwd5.com](http://bucorwd5.com) (small fee applies) or ACH monthly debit which is free and requires a signed authorization form. Not receiving a bill through the USPS does not dismiss late fees.

Shut-off notices are mailed by the 10<sup>th</sup> of the month if payment has not been received for the previous month. Non-receipt of the notice through the USPS does not dismiss the shut-off policy. This is basically a **10-day notice** to have your bill paid in full by the 20<sup>th</sup> of the month or be subject to having your water meter locked and a \$100 service fee added. If the meter is locked, the amount due must be paid in full with **CASH, MONEY ORDER, or DEBIT/CREDIT CARD. NO CHECKS WILL BE ALLOWED.**

### **The Consumer Confidence Reports**

The Consumer Confidence Report (CCR) which is the water quality report for 2022 will be available in April on our website at [bucorwd5.com](http://bucorwd5.com). The Environmental Protection Agency (EPA) is now allowing water systems to deliver this report online through a direct link. Your monthly billing card will contain information when the report is available.

### **Cross Connection**

As spring approaches and lawn irrigation systems that use rural water are put into use, this is a reminder that the District's Cross-Connection Program requires that all backflow prevention device(s) be tested and inspected annually by a certified tester to ensure that the device is functioning properly. The annual test report must be provided to **RWD #5 ONLINE ONLY at BUCORWD5.com** and will be retained on file for the Kansas Department of Health and Environment routine inspection. **FAILURE TO CERTIFY DEVICE(S) WILL RESULT IN METERS BEING LOCKED AND A \$100 NON-COMPLANCE FEE WILL BE ADDED TO YOUR ACCOUNT UNTIL CERTIFIED.**



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Members are reminded that physical connection between any private water system (well) and the District water system **is prohibited**. Violation of the provision shall be grounds for disconnection of service. Representatives of the District have the right at all reasonable hours to enter upon the customers' premises to test control valves, inspect piping, and do their duties for the proper maintenance and operation of service, or to remove its service equipment and shut off after discontinuance of service to customers.

### **High Water Usage**

Customers may experience higher water usage which is typical at dryer times and in the summer. You may wonder if you have a leak. There are steps you can take to check for a leak: 1) check for dripping faucets/showers and running toilets, 2) sump pumps running more than usual may indicate a leak exists from your meter to the home, 3) check yard frost-proof spigots or lawn irrigation systems if connected to rural water, 4) did you fill a swimming pool or have an automatic pool filler, 5) did you have company or extra family members for an extended period of time, 6) walk the line from the home to the meter checking for soft/muddy areas, 7) have you **installed any new appliances/water softener system**. Please remember, **the service line from the meter to the home or business is the responsibility of the customer.**

### **2022 Annual Audit**

The onsite 2022 annual audit was performed by the firm **Regier Carr Monroe, LLP, CPA's**.

### **Contact the Office**

Office staff is available to address customer needs during office hours which are 8:30-12:00 & 1:00-4:00 Monday through Friday. You may reach the office at **316-778-1631**. **Emergency phone only is 316-461-9427 or 316-737-1376.**

Justin Kneisel **Chairman**

Bill Resse **Secretary**

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**BUTLER COUNTY RURAL WATER DISTRICT #5**  
**TREASURER'S CASH BALANCE**  
**DECEMBER 31, 2022**

**Bank Balances as of 12-31-22**

Operating & Maintenance Checking	\$	394,505.53
Operating #2 Money Market	\$	83,827.18
Capital Checking	\$	902,350.64
Regular Reserve Savings	\$	70,134.23

**Bank Balances of Restricted Accounts as of 12-31-22**

Reserve: Bond Reserve	\$	104,440.75
CNB Waterline Project	\$	1,450,825.67
 Total Restricted Cash in Accounts at 12-31-22	 \$	 1,161,222.78
 Total Restricted and Unrestricted Accounts Cash	 \$	 2,847,455.19
 Income from Sale of Water to Customers	 \$	 2,215,293.54
 Cost of Water Sold	 \$	 785,121.79
Gross Profit on Sales	\$	1,430,171.75
 Operating Expenses	 \$	 919,250.09
 Depreciation & Amortization	 \$	 623,491.15
Gain (Loss) From Operations	\$	(112,569.49)
 Other Income and Expenses:		
Interest Income	\$	7,227.82
Other Income	\$	99,655.83



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Interest Expense	\$	(131,410.25)
New Memberships & Line Extensions	\$	440,851.03
<u>Net Gain (Loss)</u>	\$	303,754.94

**Other Information:**

Bond & Loan Payments (principal & interest)	\$	213,418.58
Capital Expenditures	\$	739,201.12

Aaron May, Treasurer  
Butler County Rural Water District #5

**Unaudited Report**