STAFF REPORT
2/14/2024

To: Honorable Mayor and City Council Members

From: Cástulo R. Estrada, Utilities Manager

Subject: Authorize the Purchase of 200 (¾" x 7-1/2") Master Meters for an Amount not to Exceed $56,850.00

STAFF RECOMMENDATION:

Authorize the Purchase of 200 (¾" x 7-1/2") Master Meters for an Amount not to Exceed $56,850.00

DISCUSSION/ANALYSIS:

The City of Coachella and its Coachella Water Authority (CWA) is responsible for the water service for its residents and customers within its service boundary. The water department serves a population of a little over 45,000 and a service area size of approximately 53 square miles. There are approximately 9,740 (meter) connections to the system.

The existing metering system for CWA is read through an Automated Meter Reading (AMR) and Advanced Metering Infrastructure (AMI) system. Currently staff drives around with a receiver in their vehicle, which polls the meter register for customer usage data. The data is collected by the receiver. Once the staff are done for the day or week, the receiver data is uploaded to the financial system for billing purposes. It takes approximately one day for all of the meters to be read by two Water Operators with the current AMR and AMI system. However, there are meters and registers that have reached end of life and no longer transmit information to the receiver. These meters that no longer register need to be read by hand and requires a tremendous amount of staff time. It typically takes the current water staff several days to complete the list of meters that need to read by hand for each cycle.

The City continuously replaces meters that are no longer capable of being read by either the AMR or AMI systems. The Department keeps inventory for meter replacements and currently requires the purchase of meters.

FISCAL IMPACT:

$56,850.00 will be appropriated from the reserve balance in the Water Utility Fund and be placed in the budget line item for Repair and Maintenance Services (Operations).