APPROVED
By Board 12.17.2024

HAVASU HEIGHTS DOMESTIC WATER IMPROVEMENT DISTRICT
PUBLIC SESSION MINUTES

November 19, 2024

PUBLIC MEETING

1. **Call to Order.**
Chairperson, Mark Schroeder called the PUBLIC MEETING to order at 6:00 p.m. on November 19, 2024

2. **Roll Call.**
Present were Mark Schroeder, Chairperson Jimmy Wilson, Clerk; Lucetta Richard, Board Member, Bill Stellhorn, Board Member; Melinda Crawford, Board Member.

3. **Pledge of Allegiance.**

4. **Call to the Public**
No Comment

5. **A. System Operator's Report.**

Jaime Wilson, Operator (Out for water main break in city) Reported by Jacqueline Passed his Distribution 4 test. Had some blue stakes, filled in for Don while he took a couple days off to San Diego.
Don Shed, Operator (Reported by Jacqueline) Water Test Depth (Static Water Test) dropped 10.7 feet. Combination of usage, drawing off of it and no rain. We were up last year. Pumping at 506.7 feet. (This test is done yearly).
Flushed Hydrant on Seely & Sky View looked good and cleaned out fast. Air Bleed valve on station 2 went bad. Changed out, caused by normal use. Finish installing Electric for lights for station 1, 2 & 3. Still fighting with CL2 (going up and down) Showed Jack (Jacqueline) how to test CL2 (Chlorine) and record meters at wells and tank. Still fighting with CL2 (going up and down)

B. Administrative Manager Report.
Jacqueline Moore reported. The Bac-T came back clear. The insurance company we had offered us a supplement extended reporting period for Cyber Liability for $250 for 5 years. (Board not interested) Whiz Kid which is now Vertical Solutions did a windows 11 upgrade last Wednesday and our firewall was at the end of life and not able to upgrade. We got us a new firewall; $215.00 for the new firewall. Taking a couple days' vacation so we adjusting a couple of the payroll days.

6. Consent Agenda Items:
Melinda Crawford, Board Member stated content was missing about the Financials and Rates and fees. No details. Mark Schroeder, Chairperson that we were to take homework home and give it some thought. And discuss with greater detail at this meeting. Jacqueline Moore stated, not to be a running transcript or verbatim. On rates and fees nothing was decided and it was tabled to the following month. As with the Financials looked at prior and have all been done the same. Bill Stellhorn, Board member stated that he recalls that Electric bills are going crazy and that Mark stated for the next meeting people on the board do some homework with ideas and solutions and it was tabled. Mark Schroeder, Chairperson we can try to be a little more detailed, point out those key points you want added.
Drafts of meeting minutes are available 3 days after meeting, not posted to website until approved. Board member doesn't get copies of the minutes until the Friday before meeting. Tom Mielke, public requested to have a draft of meeting minutes from previous meeting available with the agenda. Will check with lawyer on rules. Vikie LeBeau, public stated the meeting minutes were table and you were just throwing a few ideas out, nothing was decided.
Lucetta Ricard made a motion to approve item A-D, Jimmy Wilson, second the motion. Motion carried.

A. Discussion and possible action re: Increasing amount of W.I.F.A. loan to help pay additional storage tank and possible new line for all pay additional storage tank and possible new line for all three "3" wells to pump directly to storage tank. Mark Schroeder went over what we are trying to do for new comers to the meeting. Jacqueline reported nothing to report at this time. No answer until next year. Drew with Pat Bern's Construction was informed of the time frame. meeting.

B. Discussion and possible action re: Rates & Fees increase

Jimmy Wilson stated we are pre-mature, as rate can not be done until budget. Just a discussion and throwing out ideas. Last increase was 2021. Jacqueline supplied spreadsheets on bills that had increase over the last few years. (2021 to current) Such as the increase in electric bills, water testing, Frontier, Whiz Kids, Stamps. etc. What is the number needed for the increase? Also included in the spread sheets was the averages of water usage percentage. Melinda Crawford, board Trying to Decipher as part of homework what the financial report is telling us, that were not breaking even, losing money & need to make up the short fall. When brought up that annual report that Gene gave shows a loss but equaled the depreciation ($45K). From financial flow we must be doing okay. With all those fees going up maybe not there all year long and that didn't account for those fees being that high for a whole year. What is the number trying to recover?
Mark Schroeder stated depreciation schedule continue to depreciate, but we still own all the equipment that was depreciation. We're not losing the depreciation value. Melinda Crawford, board member where does it show we need more money? And increase rates. Jimmy stated it depends on what the loans going to be. Mark Schroeder stated Loans and most importantly daily, monthly expensive. Cost of day-to-day operation. In 3 years, it's gone up $15K. Melinda Crawford feels like we are covering the costs. Mark Schroeder stated we could be in the rears this fiscal year or close to breaking even especially in the electrical costs Bill Fisher stated that it showed we were making money. Short fall of the year was M3 Engineeting (plans for new tank & lines). If would back those out we would have been positive for those year. Mark Schroeder stated don't have short fall for income at this point. We don't want to continue operations pulling out of savings. One rate increase for loan and offset the cost our day-to-day operations. During budgets Gene does a project in compassion to last year. Not a 5 year. It's a year-to-year projection. Bill Stellhorn presented a spreadsheet. Electricity has gone crazy. Electric has doubled the last 4 years. Electric bill for October was $3,002.49 divided by 3,202,060 came out to 0.0009 per gallon. My proposal is an electric surcharge .0005 cent per gallon delivered to each user. A 10,000 gallon user would have surcharge of $5 and a 100,000 user would have $50. People using the most water would pay the most. Getting back some of the electric charge.

Average Users	0 - 10,000	38%
	10,001 – 30,000	41%
	30,001 – 50,000	13%
	50,001 – 70,000	5%
	70,001 – Up	3%

There were a few people that had some major leaks which will skew the numbers a bit. Why have a sperate fee, lets just raise the rates. All this does is cover our electric Increase revenue to water company is $11,566 a year.

Discussion and possible action re: Rates & Fees increase cont…
Basically, cover the electric fees. Just an idea /Proposal.
Matt Mansell, public asked the rules of putting in your own well? No rules. Jacqueline stated No fee to us. It will still be on your taxes. If staying connect to our water you would pay the $17.50 per month and you would have to have a backflow device certified each year. But if you disconnect us and only used your own well. Then it would be no fee going month to month.
We have 15 items that have gone up substantially over those last few years, including the electricity. Lucetta Richard asked when do we make this decision? This will be done during budgets. (March – May) By then we should know about the loan for the new tank. During budgets we have workshops prior to meeting that closed to public. (March & April). Tom Mielke asked about selling water. No. Jaqueline Moore, stated We have a contract rate for Mohave County when they do our roads. No charge for the Fire Department off hydrants. No water out of the district. Conserve water to help with lowering bills. After much more discussion and needing more information on the WIFA loan this is being table to February for during our budgets.

8. Announcements.

A. Future Meeting Date
The next **Board Meeting** will be **Tuesday, November 19, 2024** at 6:00 p.m.
B. Future Board Agenda Items
Rates and Fees to be tabled until February 2025
Meeting Minutes Rules regarding: Drafts availability, public availability, website.

9. Adjournment.
Lucetta Richard made a motion to adjourn at 7:27 p.m. Melinda Crawford seconded the motion. Motion carried unanimously.

Jacqueline Moore
Administrative Service Manager

Acknowledged…Chairperson or Clerk

12.17.2024
Date