

**MINUTES OF PUBLIC MEETING OF THE
KACHINA VILLAGE DOMESTIC WATER IMPROVEMENT DISTRICT
MARCH 10, 2022**

1. **Call to order and roll call.** Meeting called to order at 5:40 pm. Board members Tyanna Burton, Peter Smith, Ron Bauman, Alan Dulaney, and Glenn Hoge were present. Utility Director Sam Mossman and Accounting Manager Moya Miller were also present.
2. **Call to the Public for Items not on the Agenda.** No members of the public were in attendance.
3. **Manager's Report.** Sam Mossman described ongoing projects and utility operations.
4. **Consent Agenda Items.**
 - A. Approval of the minutes from the June 10, 2021 Board of Directors meeting.

Burton moved to approve, Hoge seconded, the motion carried unanimously
 - B. Approval of a summary of payments made by the utility for June of 2021 through January of 2022.

Burton moved to approve, Hoge seconded, the motion carried unanimously.
5. **Executive Session Items.** None
6. **Regular Agenda Items.**
 - A. **Discussion and possible action regarding KVID's FY21 audit results.**

The Board and Staff discussed Hinton Burdick's audit of the FY21 fiscal year. Staff discussed the auditor recommendations and how to proceed. Hoge led a discussion about moving KVID's banking services from the treasurer's office. Staff committed to research the potential pros and cons of switching to a private bank.
 - B. **Discussion and possible action regarding pending Board elections.**

Board members Burton, Dulaney, and Smith all have terms ending on December 31, 2022. Staff and the Board discussed those Board members continuing with the utility, and staff committed to providing election materials and timelines when appropriate.
 - C. **Discussion and possible action regarding management communications to the Board.**

The Board and Staff discussed the desired frequency for communications and meetings. Board feedback indicated the meeting schedules are acceptable, but noted that management could send out updates on bigger events to keep them informed.
 - D. **Discussion and possible action regarding KVID customer interactions.**

KVID staff reviewed the situations regarding complaints from Fox and Black. Board feedback supported KVID policy, though staff was instructed to follow up with customers that were experiencing large leaks. Staff also informed the Board about the potential lawsuit between the District and Kurtz.
 - E. **Discussion and possible action regarding CPWAC update.**

Mossman and Dulaney updated the Board on recent meeting with the CPWAC. Dulaney indicated a desire to join as a voting member of CPWAC and the Board was supportive. Dulaney moved that the Board authorize staff to draft a letter requesting admission into CPWAC as a voting member and designating the Utility Director to execute the vote if our membership is approved. Bauman seconded. The motion carried unanimously.

F. Discussion and possible action regarding the preliminary KVID FY23 budget.

KVID staff led a discussion and received feedback about the utility's financial situation, the upcoming budget process, and overall budget strategy. KVID staff will prepare a draft budget for the next meeting.

G. Discussion and possible action regarding a potential rate increase for KVID.

Staff discussed the utility's long term financial plan and the call for a 4% rate increase for FY24. The discussion indicated the need to keep small rate increases at shorter intervals and avoid waiting until a large increase was needed. The Board also indicated the need for a rate increase should be driven by budgetary reasons. The Board indicated that analysis by staff would be a suitable place to start a discussion of the rate increase. Staff indicated that the rate increase would not be part of the FY23 budget process, but the analysis and potential approval of a rate increase would happen during the upcoming fiscal year, FY23.

7. Announcements.

A. Future meeting dates.

The next meeting will be scheduled for mid-April, 2022.

B. Future Board agenda items.

The next meeting will focus on presentation and review of the FY23 draft budget.

Adjourned at 7:55 pm