

**MINUTES OF PUBLIC MEETING OF THE
KACHINA VILLAGE DOMESTIC WATER IMPROVEMENT DISTRICT
APRIL 4, 2023**

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 October 27, 2022 Board of Directors meeting.

Bauman moved to approve, Hoge seconded, the motion carried unanimously.
 - B. Approval of a summary of payments made by the utility from October 2022 through February of 2023.

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 the Tovar Springs 132 connection extension agreement.**

Staff and the Board discussed the extension agreement to provide service to the pending Tovar Springs subdivision in Kachina Village, including the demand on the KVID system, the funds that will be collected for the new connections, and the District's obligation to provide service to that area. Bauman moved that the Board approved the extension agreement as presented, Hoge seconded, the motion carried unanimously.
 - B. **Discussion and possible action regarding KVID's FY22 audit results.**

Staff and the Board discussed the FY22 audit, prepared by Hinton and Burdock, reviewed the recommended changes and how Staff would handle them in the current fiscal year. No action was required by the Board.
 - C. **Discussion and possible action regarding unused Coconino County Treasurer's funds.**

Staff and the Board discussed the unused funds that KVID has with the Coconino County Treasurer and the fact that they are for old legacy projects and bonds and are no longer relevant. The agreement to split fund 184400 with Forest Highlands upon its dissolution was also discuss. Dulaney moved that the Coconino County Treasurer funds identified as Tyler fund numbers: 115200, 184300, 184400, 400500, 400600, 401700, and 402000 be dissolved and the balances moved to the KVID general fund, Burton seconded, the motion carried unanimously.
 - D. **Discussion and possible action regarding KVID sales of construction water.**

Staff and the Board discussed the impacts of selling construction water on the utility, the pros and cons for the residents of Kachina Village, the environmental implications of selling construction water, and how selling reclaimed water is not viable at KVID. Bauman moved that KVID adopt a policy of not selling construction water from the system, Hoge seconded, the motion carried unanimously.

E. Discussion and possible action regarding KVID's ADEQ wastewater treatment inspection and pending ADEQ contingency reporting.

Staff and the Board discussed the utility's recent ADEQ inspection of the wastewater treatment facilities, the recommendations, the lack of violations, and the high flows at the treatment plant that will lead to contingency reporting to ADEQ. No action was required by the Board.

F. Discussion and possible action regarding the pending buy in to ASRS.

Staff and the Board discussed the pending conclusion of the process to join the Arizona State Retirement System, the pending buy back, and the employee and employer contributions to ASRS. No action was required by the Board.

G. Discussion and possible action regarding KVID's draft budget for FY24.

Staff and the Board discussed the pending FY24 budget process. Staff provided a broad overview of the upcoming budget and discussed the process and timeline needed to get the budget approved on schedule. No action was required by the Board.

7. Announcements.

A. Future meeting dates.

The next meeting will be scheduled in the first week of May to review the budget.

B. Future Board agenda items.

The budget will be the primary focus of the next meeting. Dulaney may ask to include more discussion on solar power at KVID as an agenda item.

Adjourned at 7:40 pm