

Blue Ridge Domestic Water Improvement District (BRDWID)
Minutes of the Board of Directors Open Public Meeting
April 18, 2024 at 9:00 A.M.
Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ 86024

ZOOM Link:

<https://zoom.us/j/6789156405?pwd=VnpYZGFVMU45b01Zd2x3bUNEZjBydz09&omn=93656310077>

Call-in number: 669 444 9171

Meeting ID: 678 915 6405

Passcode: 259120

1. Call to Order

Chairman Tom Osterday called the Blue Ridge Domestic Water Improvement District (BRDWID) meeting to order at 9:00 am.

Board Member Roll Call: Mike Bourne, Brian Willia, Tom Osterday, Casey Samsill and John Ritter were present.

Quorum: Tom Osterday declared that all 5 board members were present and that constituted a quorum to conduct business.

2. Pledge of Allegiance

3. Accept Agenda as Presented

Brian Willia made motion to accept the Agenda as presented. Seconded by: Casey Samsill.

The motion was passed by: John Ritter, Mike Bourne, Brian Willia, Casey Samsill and Tom Osterday.

4. Call to the Public

A member from Starlight Pines asked about the meter readers and how the meter could be read even though there was undisturbed snow on the cover.

Mike Bourne addressed the concern with the meter readers already but will check into this issue directly.

It was noted by a community member that the budget committee slides have not yet been loaded onto the website, John Ritter will ensure they get loaded.

5. General Manager's Report

Mike Bourne (acting GM) presented his report which will be posted on the BRDWID website.

There are lots of issues being worked right now during the transition period. There is progress being made to resolve the issues and improve the overall process to reduce the manpower required to keep our water running.

The Special Districts Group is reporting out on various issues which the District will have to address. There are new regulations from Washington, caps on local taxes (which our District does not have) and regulations allowing municipalities to purchase water companies to use their water rights.

Casey Samsill thanked Mike Bourne for taking on the GM job in addition to being a Board member.

6. Consent Agenda Items

Mike Bourne made a motion to approve the draft minutes of the March 23, 2024 Regular Board and the April 8 Rate Increase Hearing. Brian Willia seconded the motion.

Brian Willia, Mike Bourne, John Ritter, Casey Samsill and Tom Osterday approved the motion.

7. Regular Agenda Items

A. Review and possibly consider the FY24/25 Budget as recommended by the Budget Committee

Mike Bourne explained the Budget proposal and how WIFA reviewed the budget and understood why the rate increase was needed.

Brian Willia made a motion to accept the FY24/25 Budget as passed by the Budget Committee. Casey Samsill seconded the motion.

Brian Willia, Mike Bourne, John Ritter, Casey Samsill and Tom Osterday approved the motion.

B. Discuss and consider the Rate Change proposal from the Budget Committee.

The major changes to the rate schedule were discussed: \$20 per month base rate increase, \$10/1000 gallon water charge increase for commercial water sales and a \$13/hr increase in technician time to reflect the District actual labor cost.

Brian Willia made a motion to approve the Proposed Rate Increase effective May 1, 2024 which will show up on the June water bill. Casey Samsill seconded the motion.

Brian Willia, Mike Bourne, John Ritter, Casey Samsill and Tom Osterday approved the motion.

C. Water Supply Development Fund Application

John Ritter presented and explained a new Grant opportunity from WIFA. The Grant has a lot of steps but if approved would be a source of Grant money for the District.

Tom Osterday had a lot of concerns about if the district could qualify, but John Ritter will draft up an application and present it to the Board at the next meeting.

D. Infrastructure Committee (IC)

The IC would be made up of Board members and community members looking to see what needs to be done in both the long term and short term for the benefit of the District. A Quality has already been contacted for their recommendations and will be a starting point for the IC.

An Eblast will be used to ask for community members willing to work on this important issue.

Casey Samsill made a motion to set up an Infrastructure Committee to plan the District long term maintenance/improvement plan. Brian Willia seconded the motion.

Brian Willia, Mike Bourne, John Ritter, Casey Samsill and Tom Osterday approved the motion.

The committee will be set up and chartered at the next regular meeting.

E. Chairmans Report. This will be posted on the BRDWID website.

Tom Osterday explained how the WIFA loan restatement was helping the District meet the financial requirements.

General discussion of the Coconino County Elections rules and how they affect our District.

John Ritter will reach out to the County for their curret rules.

F. Financial Report. This will be posted on the BRDWID website

Brian Willia explained how the District will be able to make the WIFA loan payments and pay all the other bills with income from the sales of water. The 2025 budget will be very tight, but is workable the cash flow gets better after the compressed loan payments to WIFA are made.

8 Announcements

A The next meeting will be May 16, 2024 at 9:00 am at the Starlight Pines Community center and via Zoom

B Agenda item

WIFA Grant update
Create Infrastructure Committee

9 Adjournment

Casey Samsill made a motion to adjourn the meeting at 10:51am Brain Willia secounded.

Brian Willia, Mike Bourne, Casey Samsill, John Ritter and Tom Osterday approved the motion.

John Ritter

John Ritter Board Secretary and Clerk
Blue Ridge Domestic Water Improvement District

Prepared on: April 19, 2024

Tom Osterday Board Chairperson
Blue Ridge Domestic Water Improvement District

Board Approved on: May 16, 2024