

Highland Pines DWID
Newsletter
June, 2023

Hello neighbors. The Board of Highland Pines DWID has been busy this year. We finished the main transmission line, rebuilt part of Madizell's line, and acquired new pumps for our three pump stations. The old pumps were obsolete and we could not get replacement parts for them.

We are still working on replacing the lower water tank, using the American Rescue Plan Act funds from the County and Water Infrastructure Finance Authority funds from our loan to rebuild the main water line. Hopefully it will be replaced next year.

We have three WIFA loans. The first will be paid off in 2029, the next one in 2032, and the third one in 2041. WIFA requires that the loans be paid off from our water sales. WIFA also requires that we have reserve accounts with the County for all three loans. Once the loan is paid off, the reserve reverts to Highland Pines DWID. With WIFA's approval the money can be used for major repairs.

We have begun creating a capital replacement plan during the next five years. Last year we learned that the water line under both Arrowhead and Oak Cove is composed of asbestos/cement pipe. That is the type of pipe that our main transmission line was. We would like to replace both pipes with High-Pressure PVC Pipe, commonly referred to as C900. The upper water tank is in need of some repairs. Nothing serious at this time but we shall be monitoring it. We are planning to acquire two replacement pumps. The time frame to get pumps is lengthy and we want to have one available if anything happens to any of our new current pumps.

In 2007 an engineer evaluated our water system to make sure that we had sufficient water capacity for all of the lots in the district for day to day service. We did not. With the new lower water tank which will be larger than the current one, we need to get a new evaluation to determine if there is sufficient water capacity and what we need to do to improve our water capacity.

One of our board members resigned this year. If any member of the water district is interested in filling this spot, please submit a letter of intent with a short resume to Municipal Accounts and Consulting. We are planning to fill the position in October. The term lasts until November, 2026.

This year we are simplifying the water billings. There will be only four cost brackets, instead of six. The City of Prescott once again increased our water rates. We pay more than what the City charges folks who live in the City. We left the ad valorem tax rate alone. The tax pays all of our bills except for WIFA and the City of Prescott. Each year we evaluate the amount of money we need to pay bills and will adjust the rates and ad valorem tax accordingly.

Sandy McClintock, Vice-Chair

Highland Pines Domestic Water Improvement District

Rates & Fees Effective July 1, 2023

1 Residential Water Rates

	<u>Rates through June 30, 2023</u>
Base Fee	\$60.00
Vacant Lot Base Fee	20.00
<u>Water Use Rates per 1,000 gallons:</u>	
For Gallons 1 - 2,000	13.16
For Gallons 2,001 – 4,000	19.75
For Gallons 4,001 – 6,000	27.37
For Gallons 6,001 – 8,000	41.06
For Gallons 8,001 – 10,000	51.33
For Gallons over 10,000	66.32

	<u>Rates Effective July 1, 2023</u>	
Base Fee	\$60.00	
Vacant Lot Base Fee	20.00	
<u>Water Use Rates per 1,000 gallons:</u>		
For Gallons 1 - 3,000	14.00	per 1,000 gallons
For Gallons 3,001 – 6,000	20.00	per 1,000 gallons
For Gallons 6,001 – 10,000	30.00	per 1,000 gallons
For Gallons over 10,000	50.00	per 1,000 gallons

2 Girl Scout Camp Water Rates

	<u>Rates through June 30, 2023</u>	<u>Rates Effective July 1, 2023</u>
For all Water Used	Per Contract	Per 2023 Contract

	<u>Rates through June 30, 2023</u>	<u>Rates Effective July 1, 2023</u>
3 Bill Reprint	\$1.25	\$1.25
4 Duplicate Billing	\$5.00	\$5.00
5 Late Fee	\$5 per month + 1.5%	\$5 per month + 3.5%
6 Returned Check Fee	\$25.00	\$25.00
7 Past Due Notice	\$25.00	\$25.00
8 Shut-Off Door hanger	\$50.00	\$50.00
9 Delinquent Disconnection Fee	\$25/month	\$25/month
10 Reconnection Fee	\$250.00	\$250.00
11 Activation/Transfer Fee	\$200.00	\$200.00
12 Residential Permit Fee <i>(includes 5/8" meter install)</i>	\$4,000.00	\$5,000 plus cost of paving if applicable
13 Permit Application Fee	\$0.00	\$0.00
14 Commercial Permit Fee	As Calculated by City of Prescott	As Calculated by City of Prescott
15 City of Prescott Impact Fee	As Calculated by City of Prescott	As Calculated by City of Prescott
16 Copies	\$1.50 per page/ \$4 over 11x17	\$1.50 per page/ \$4 per page over 11x17 Copies of Maps = \$10 per page
17 Flash drive Copies	\$45 per drive and \$1 per page	\$45 per drive and \$1 per page Copies of Maps = \$10 per page
18 Historic Research	\$0.00	\$0.00
19 Ownership Research	\$0.00	\$0.00
20 Research (Historic, Ownership, etc.).	\$165 per hour	\$165 per hour
21 Lien Notice Prior to Lien	\$85.00	\$85.00
22 Second Lien Notice	\$85.00	\$85.00
23 Lien Filing Fee <i>(includes release when paid in full)</i>	\$150.00	\$150.00
24 Service Calls	Actual costs as invoiced by contractor	Actual costs as invoiced by contractor
25 Annexation Fees	Cost determined on case by case basis	Cost determined on case by case basis

For example, costs may include, but are not limited to, pipe installation, repairing costs, upgrades to the current system, legal fees, administrative fees, etc.

Proposed Budget

Highland Pines DWID - Fiscal Year Ending 6/2024

	Eight Month Actuals 7/2022 - 2/2023	Twelve Months Annualized FYE 6/2023	Approved 2023 Budget	Proposed 2024 Budget
Revenues				
14105 · Water - Customer Base Fee	181,364	241,818	282,289	259,840
14110 · Water - Customer Service Rev	52,224	102,724	108,575	105,000
14120 · Back Charges	146,665	146,665	0	0
14130 · Activate/Transfer Fee	2,400	3,600	3,500	3,000
14150 · Permit Fee / Tap Connections	4,000	4,000	0	0
14310 · Penalties & Interest	1,799	2,698	4,100	2,700
14320 · Sales Tax - Water Inc.	3,318	6,636	6,700	6,700
14330 · Miscellaneous Income	430	460	240	400
14350 · Real Estate Taxes	172,474	240,380	302,626	259,627
14355 · Personal Prop Tax Collections	2	2	2	2
14365 · Interest Earned on Checking	136	166	155	150
14366 · Interest Earned on Warrant Act.	4,185	6,277	1,300	5,000
14370 · Interest Earned on Temp. Invest	2,156	3,233	700	2,700
Total Revenues	\$571,152	\$758,660	\$710,188	\$645,119
Expenditures				
16105 · Operations - Water	24,369	33,816	33,820	33,820
16106 · Operations - Water Additional	19,779	29,669	25,000	35,000
16107 · Operations Equip & Supplies	4,845	6,045	3,000	7,500
16115 · Administrative Fees	36,307	54,460	55,000	63,250
16116 · Admin - Activation Fees	1,721	2,581	1,250	1,438
16118 · Admin - Collection Fees	146	225	600	690
16120 · Maintenance & Repairs - Roads	4,016	5,000	5,000	5,000
16125 · Purchase Water - City Prescott	52,494	81,994	94,700	85,306
16150 · Laboratory Expense - Water	178	500	1,450	500
16160 · Electricity Expense	7,487	11,230	14,100	12,500
16165 · Propane/Gas Expense	51	150	250	250
16170 · Consumer Confidence Report	0	1,320	1,320	1,320
16230 · Maintenance & Repairs-Structure	323	550	3,000	3,000
16250 · Registrations & Blue Stake	1,078	1,617	500	1,000
16260 · Online Payment Processing	179	269	400	280
16310 · Line, Meter & Valve Replacement	5,788	8,682	15,000	15,000

Proposed Budget

Highland Pines DWID - Fiscal Year Ending 6/2024

	Eight Month Actuals 7/2022 - 2/2023	Twelve Months Annualized FYE 6/2023	Approved 2023 Budget	Proposed 2024 Budget
16330 · Legal Fees	15,313	22,970	25,000	20,000
16330 · Auditing Fees	0	0	0	15,000
16350 · Engineering Fees	930	2,500	5,000	5,000
16351 · Engineering Fees - GIS System	8,365	9,865	5,000	10,550
16370 · Election Expense	4,233	4,233	1,000	0
16380 · Permit Expense	173	173	350	350
16390 · Telephone Expense	442	664	700	700
16450 · Legal Notices & Other Publ.	0	300	400	400
16455 · Newsletter Expense	244	488	360	750
16460 · Printing & Office Supplies	539	808	1,000	875
16465 · Website Expense	38	200	300	500
16520 · Postage	264	396	250	450
16530 · Insurance & Surety Bond	0	7,100	7,100	8,165
16550 · Rural Water Association Fees	0	0	400	400
16560 · Miscellaneous Expense	1,267	1,467	500	1,600
16570 · Sales Tax Expense	4,086	6,129	6,700	6,700
16580 · Bank Service Charge	420	585	1,000	650
16600 · Director Fees of Office	2,250	4,125	4,500	4,500
16610 · Reimbursements	1,200	1,350	1,500	1,500
Total Expenditures	\$198,524	\$301,460	\$315,450	\$343,943
Other Revenues				
14410 · WIFA Loan Proceeds	696,405	696,405	1,197,578	344,000
14411 · ARPA Grant Proceeds	0	0	0	300,000
14901 · Use of Prior Year Surplus	0	0	344,754	0
Total Other Revenues	\$696,405	\$696,405	\$1,542,332	\$644,000

Proposed Budget

Highland Pines DWID - Fiscal Year Ending 6/2024

	Eight Month Actuals 7/2022 - 2/2023	Twelve Months Annualized FYE 6/2023	Approved 2023 Budget	Proposed 2024 Budget
WIFA Loan Expenses				
16631 · Loan 920220-12 Principal	20,202	30,402	28,881	31,245
16632 · Loan 920220-12 Interest	2,388	3,528	4,192	3,179
16633 · Loan 92A144-09 Principal	4,824	7,284	6,855	7,491
16640 · Loan 920323-21 Principal	54,147	81,467	132,204	94,151
16641 · Loan 920323-21 Interest	1,423	2,263	2,299	2,912
16635 · WIFA R&R Reserve Fund 2009	1,757	1,757	1,757	1,757
16636 · WIFA R&R Reserve Fund 2012	7,869	7,869	7,869	7,869
16642 · WIFA R&R Reserve Fund 2021	14,947	22,420	22,420	25,783
16637 · WIFA Loan Admin Fees	13,143	20,523	38,015	23,802
16638 · Transmission Line WIFA Exp	0	0	0	0
Total WIFA Loan Expenses	\$120,700	\$177,513	\$244,492	\$198,187
Capital Outlay				
16700 · Contingency Expense	0	0	20,000	24,989
16715 · Annexation Expenses	63	63	0	0
17005 · Tank Replacement	0	0	400,000	700,000
17010 · Transmission Line Project	1,919	0	0	0
17012 · WIFA Disburs. Transmission Line	41,261	41,261	1,197,578	0
17015 · Easement Survey	0	0	25,000	0
17020 · Pump Replacement	25,530	25,530	50,000	15,000
17025 · Supply Storage Facility	0	0	0	7,000
Total Capital Outlay	\$68,772	\$66,853	\$1,692,578	\$746,989
Net Excess Revenues <Expenditures>	\$879,561	\$909,240	\$0	\$0