



Board of Supervisors  
Meeting Minutes  
September 8, 2020

Board Members Present:

Richard Jones, President  
Belinda Ross, Vice President  
Belva Hartsfield, Secretary-Treasurer

Board Members Not Present:

Jemmie Hageon, Secretary Pro Tem

ANRA Staff:

Kelley Holcomb, General Manager  
Chris Key, Operations Division Manager  
Kimberly Wagner, Communications Director

Guests:

None

1. Call to Order: Mr. Richard Jones called the meeting to order at 2:03 p.m.
2. Invocation: Mrs. Belinda Ross gave the invocation.
3. Confirm Quorum: Mr. Jones declared a quorum present.
4. Public Comment: No members of the public were present.
5. Open Public Hearing on Proposed Tax Rates for Calendar Year 2020: Mr. Jones opened the public hearing and noted that no members of the public were present.
6. Consideration and Approval of the minutes from the March 23, 2020 meeting: Mrs. Ross motioned to approve the minutes as presented. Mrs. Belva Hartsfield seconded the motion. All members voted in favor and the minutes were approved.
7. Consideration and Approval of Financials: Mr. Holcomb presented and explained the Financials in the board packet. Mr. Holcomb noted that ACF financials looked good and that ACF is in the black. There were no questions.

Mrs. Hartsfield motioned to approve the Financials. Mrs. Ross seconded the motion. All members voted in favor and the motion was approved.

8. Consideration and Approval of the 2020 Certified Appraisal Roll: Mr. Holcomb presented and explained the information in the board packet. There were no questions.

Mrs. Ross motioned to approve the 2020 Certified Appraisal Roll. Mrs. Hartsfield seconded the motion. All members voted in favor and the motion was approved.

9. Consideration and Approval of the 2020 Maintenance and Operation Tax Rate: Mr. Holcomb presented and explained the 2020 Maintenance and Operation Tax Rate in the board packet. There were no questions. Mr. Jones made a recommendation for the rate to stay the same, with no changes.

Mrs. Hartsfield motioned to approve the 2020 Maintenance and Operation Tax Rate. Mrs. Ross seconded the motion. All members voted in favor and the motion was approved.

10. Consideration and Approval of FY 2021 Annual Budget: Mr. Holcomb presented and explained the information in the board packet. There were no questions.

Mrs. Hartsfield motioned to approve the 2021 Annual Budget. Mrs. Ross seconded the motion. All members voted in favor and the motion was approved.

11. Consideration and Approval of the engagement of Axley & Rode for the completion of the FY 2020 Annual Financial Audit: Mr. Holcomb made a recommendation to engage Axley & Rode to complete the FY 2020 Annual Financial Audit. Mrs. Ross questioned whether they had conducted the last audit or not. Mr. Holcomb explained that they had conducted the last audit, the fee would be nearly the same as before, and that they knew the system, so it would be an easy and smooth process.

Mrs. Hartsfield motioned to approve the Audit Engagement. Mrs. Ross seconded the motion. All members voted in favor and the motion was approved.

12. Discussion of existing and proposed tap fee structures for water and sewer: Mr. Jones explained that due to the increasing costs of water and sewer taps for new customers, the District may want to consider a new tap fee structure to help reduce costs for new customers. Mr. Chris Key distributed an expanded table of information in addition to the information sheet in the Board packet.

Mr. Key explained that to help with the increasing costs of water and sewer tap installations for new customers, the District may consider implementing a cost-share program. Mr. Key presented four cost-share options that the District could offer customers who are seeking first-time water and sewer services: Option A with varying cost-share rates in increments of 2.5%, Option B with varying cost-share rates in increments of 2.0%, Option C with varying cost-share rates in increments of 1.5%, and Option D with varying cost-share rates in increments of 1.0%.

Mr. Key explained that each option included a prorated schedule of cost-share values beginning at a tap fee cost of \$2,000 with the cost-share value increasing every \$1,000 up to a maximum cost-share value of \$2,500 for tap fee costs at \$10,000 or greater. The cost-share program would only apply to residential and lite commercial customers that require a contractor installed water and/or sewer tap.

Mr. Jones noted that a structured document explaining the fees was important to have because customers would seek inquiry. Mr. Jones asked Mr. Key which option he recommended. Mr. Key recommended Option B or Option C. Mr. Jones noted that the District wanted more customers connected to the District and inquired whether or not the District would get a return on investment. Mr. Holcomb noted that more individual, smaller taps would be more feasible to obtain a return on investment than a single commercial, large tap. Mr. Key further explained the discounts of the cost-share program and noted that a 10% administration fee would still be required for each contractor installed tap fee.

All members agreed that Table B is the best option. Mr. Holcomb noted that the tap fee structure would be listed as an action item for the next meeting. Mrs. Ross noted that consistency in the fee structure is for the best. Mr. Key noted that the fee structure created consistency across the board.

13. Adjourn: Mrs. Hartsfield motioned to adjourn the meeting. Mrs. Ross seconded the motion. Mr. Jones adjourned the meeting at 3:05 p.m.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

ATTEST:

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Richard Jones, President

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Belva Hartsfield, Secretary-Treasurer