

**Dexter-Almo Heights Water District**  
**Case No. 2024-00273**  
**Commission Staff's Second Request for Information**

Pam Cole: 4, 5

Adam Scott: 1, 2, 3, 6, 7, 8, 9

1a. State whether Dexter-Almo Heights District is planning to hire an employee to replace the Meter Reader position with a termination date of July 2, 2024. If the district does plan to replace the employee, provide the expected hours and wage rate for that position, as well as board authorization for the hiring, if applicable.

**Response: The district will not be replacing the Meter Reader Position. Those duties have been given to the other Meter Reader position.**

1b. State how Dexter-Almo Heights District performed meter readings in 2023 during the times in which a meter reader was not on payroll.

**Response: Meter readings were conducted by the Water Operator.**

2. State whether Dexter-Almo Heights District has considered replacing its meters with either Automated Meter Reading (AMR) or advanced metering infrastructure (AMI).

**Response: The district has researched the possibility of replacing its meters, how ever it was found to be cost restrictive.**

3. Refer to Dexter-Almo Heights Districts Application, Schedule of Adjusted Operations, Miscellaneous Expenses. Provide a breakdown of the expenses that make up the amount of \$23,965 listed in the Test Year Miscellaneous Expenses.

**Response:**

Taxes & Licenses	\$3,445
Repairs and Maintenance	\$197
Advertising	\$1,350
Telephone	\$9,620
Training	\$2,340
Miscellaneous	\$7,013
Total	<b>\$23,965</b>

4. Refer to Dexter-Almo Heights District's response to Staff's First Request, Item 17, Late Fees reported as \$78,681 in 2023 and \$71,719 in 2024.

a. State where the amount provided in the response was recorded in the general ledger during the test year.

**Response: The amounts are added into the regular deposits for bill payments.**

b. Provide the calculation to reach the amount listed in the response.

**Response: See File: PSC Rate Case 3-20-25**

c. Confirm the late fee payment listed in the response is only comprised of the late fee penalty and does not include payment for water service. If not confirmed, provide the updated amount with only the late fee penalty.

**Response: No, the late fees initially reported are from the water bills payments with the late fee. See File: PSC Rate Case 3-20-25 for updated amounts.**

5. Refer to Dexter-Almo Heights District's response to Staff's First Request, Item 18. The response is unresponsive.

a. Provide a schedule listing the number of occurrences for each nonrecurring charge that was recorded during the test year and the total revenue from each nonrecurring charge during the test year. If there was not an occurrence of a nonrecurring charge listed in Dexter-Almo Heights District's tariff, state there were zero occurrences and no revenue.

**Response: All nonrecurring charges were for late payments. There were no other nonrecurring charges logged during 2023. Issue between field staff and office staff. The district has worked to correct this issue by implementing a new work order process. District board of directors has counseled staff on the importance of maintaining a work order process.**

b. State which accounts each nonrecurring charge revenue is reported in the general ledger.

**Response: The amounts are added into the regular deposits for bill payments.**

6. Refer to Dexter-Almo Heights District's response to Staff's First Request, Item 19. Dexter-Almo Heights District stated its nonrecurring charges were established in September 2023, and therefore, the cost justifications were accurate. However, Dexter-Almo Heights District did not provide cost justification for all nonrecurring charges listed in its tariff during the last update. Provide updated cost justification sheets to support each nonrecurring charge listed in Dexter-Almo Heights District's tariff.

**Response: The district will submit those files on or before March 28<sup>th</sup>, 2025.**

7. Refer to Dexter-Almo Heights District's response to Staff's First Request, Item 20. Dexter-Almo Heights District stated it was working with suppliers to provide updated costs. Provide the requested information if available, or if it is not available, provide the date it is expected to be available to be filed.

**Response: The district will submit those files on or before March 28<sup>th</sup>, 2025.**

8. Refer to Dexter-Almo Heights District’s response to Staff’s First Request, Item 16. Dexter-Almo Heights District’s Rate Analysis provided does not match the requested format. Provide the requested information in the appropriate format as shown below.

**Response: See File – Dexter Almo 2023 Billing Analysis**

				First	NEXT	NEXT	NEXT	ALL OVER
	Usage	Bills	Gallons	2,000	3,000	5,000	10,000	20,000
First	2,000	3712	3972300	3,972,300				
Next	3,000	4082	14515500	8,164,000	6,351,500			
Next	5,000	1776	11925400	3,552,000	5,328,000	3,045,400		
Next	10,000	354	4703900	708,000	1,062,000	1,770,000	1,163,900	
All Over	20,000	104	7650300	208,000	312,000	520,000	1,040,000	5,570,300
Totlas		10,028	42,767,400	16,604,300	13,053,500	5,335,400	2,203,900	5,570,300

		Bills	Gallons	Rates	Revenue
First	2,000	10,028	16,604,300	20.56	206,175.68
Next	3,000		13,053,500	8.11	105,863.89
Next	5,000		5,335,400	7.17	38,254.82
Next	10,000		2,203,900	6.77	14,920.40
All Over	20,000		5,570,300	5.44	30,302.43
Totals		10,028	42,767,400		395,517.22

9. Refer to Dexter-Almo Heights District’s response to Staff’s First Request, Item 23. Dexter-Almo Heights District stated that the difference between the Current Billing Analysis Water Revenues and the Pro Forma Metered Retail Sales was due to rounding in the formula. Given that the difference is \$19,615.37, the variance appears too great to be accounted for by rounding. Provide a detailed explanation of why the Pro Forma Total Sales of Water does not match the Total Annual Water Sales provided in the Current Billing Analysis.

**Response: Staff is working with Adam Scott to look into billing issues that might have arisen during that time period. There have been concerns with the billing software to be able to report past billing cycles. The information reported was generated from GIS software that had bill data integrated.**