

DIAMOND VALLEY WATER DISTRICT

(AN ARIZONA DOMESTIC WATER IMPROVEMENT DISTRICT)

MEMBER AT LARGE DESCRIPTION OF DUTIES

Member At Large shall be present at the scheduled meeting and being prepare to discuss and vote on action items, ask questions for clarification and complete research necessary to be prepared. (*By-Laws, 2009, and revised on 7/28/2014 but wanting on legal review/edits before approving*)

The At-Large Members(s) may be designated to assist officers in the implementation of assigned responsibilities of officers and/or may be assigned special projects. Such assignments shall be made by the Chairperson.

(*AFO Manual, 3/9/2009*)

AFO = *DVWD Administrative, Financial, Operational Manual, 2009*
IDS = *Improvement District Services, Inc (www.improvementdistrictservices.com)*
The Water Board Bible = *The handbook of modern water utility management by Miller and Ronnebaum, 2010*

The main purpose of the District is as it is for all Board Members:

- To serve the Diamond Valley Community's best interest within the guidelines of managing a public water utility, (*By-Laws*)
- To maintain responsible, professional, businesslike, educated, and ethical practices in representation of the Diamond Valley Community's water needs, (*By-Laws*)
- To provide for fiduciary responsibility and oversight of the water utility, (*By-Laws*)
- To support and facilitate Board teamwork through dedication, cooperation, communication, participation, and preparation, (*By-Laws*)
- To abide by each Member's Oath of Office
 - The DVWD is a political sub-division under the Yavapai County Government of Arizona, which governs by the Arizona Revised Statutes, Open Meeting Laws of Arizona, Yavapai Special District's Handbook, and then by the District's By-Laws, AFO manual, Resolutions, and District Policies and Procedures, (*IDS*)

The below Board Member agrees to the duties as drafted. This draft will be a work-in-progress during the position's annual duties and is required to be updated as required duties become known with applicable references. The updated version of this draft will be presented at of the District's last scheduled meeting in December 2014 for approval.

BOARD MEMBER SIGNATURE

DATE

PRINTED NAME

Footnotes

¹ A.R.S.