

NOTICE OF OPEN PUBLIC MEETING
The Diamond Valley Water District (DVWD) will meet on
MONDAY, JULY 28, 2014
The meeting will be held at
HOPE CHAPEL, 5145 RAMADA DRIVE, PRESCOTT, ARIZONA
5:30 PM
MODIFIED AGENDA

The Board of the Diamond Valley Water District, a Water Improvement District, will meet in the above session at above. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S.38-431.03(A)(3) for legal advice with the District's attorney of choice on matters as set forth in the agenda item or A.R.S. 38-431.03(A)(2) Discussion or consideration of records exempt by law from public inspection. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other actions. All items are set for possible action.

1. CALL TO ORDER

2. ROLL CALL

Open Meeting Law Reminders:

- Board Members shall only speak on agenda items during the meeting. No discussion shall take place before or after any meetings on an agenda item between Board Members or between Board Members and the public.
- A third party can record any public meeting without letting the Board or public know. However, both the Board and the public need to be mindful of the Open Meeting Laws at all times.

Note: Call To The Public is at the end of this meeting due to scheduled presenter(s) at the beginning of the meeting and the amount of business the District needs to address and attend to first. The District will try to make convenient future Call To The Publics at the beginning of the meeting when the amount of business becomes less.

3. NEW BUSINESS

A. Verizon

- 1.) 3-Correspondences from and to Verizon (6/14/14, 6/17/14 and 6/27/14)
- 2.) Preliminary 6/13/2014 Plan

B. Draft of Proposed Revision DVWD By-Laws of 3/9/2009

C. Draft Resolution R2014-7-28(ClarificationRates,Fees,Charges)

D. Ratification of Request for DVWD Records Form

E. Approval of Yavapai County Elections Intergovernmental Agreement

4. OLD BUSINESS FROM PAST MEETINGS

A. Updating GSM Exhibit A/Scope of Services with Re-Negotiation of Possible Increase with DVWD

B. Updated Proposed Informational Timeline for DVWD Replacement Project

C. Possible Response to 7/7/2014 Mr.G.Pehl's Community Letter

D. Approved DVWD Project Manager (Engineering Oversight) of the DVWD Replacement Project with Proposed Benchmarks

E. Update of Notices to be sent to Newspaper on 7/29/14 to be Published on Sunday 8/3/14:

- 1.) Topographical Survey RFP
- 2.) Geotechnical Soil Investigation RFP

F. Vacant Board Position(s) and Any Community Applicant(s) Interested District Prerequisites (Rev.6/23/2014) Need to Be Met

G. Drafts of Board Position of Duties

- 1.) Clerk/Secretary
- 2.) Treasurer
- 3.) Chairperson
- 4.) Vice Chairperson
- 5.) Member at Large

H. Update on District Office Space

5. REPORTS AND CORRESPONDENCE From PREVIOUS MONTH – All Items Set For Possible Action

A. (GSM) Operational Report – June 2014

- 1.) Management Report
- 2.) Update Insulation and Drywall
- 3.) Update on WIFA-Financial Assistance (TADW-026-2014) – Loan Application Phase
- 4.) Update on DVWD Website and On-Line Billing

B. Financial Report – June 2014

- 1.) Discussion with Possible Action on District Bookkeeping Services
 - a.) Sholle Disengagement 6/27/2014 Letter
 - b.) Crandall Engagement 6/25/2014 Letter
- 2.) Update on 6/27/2014 PRAMA Public Hearing at Prescott Valley Public Library

C. Correspondence(s) to the District - June 2014

- 1.) 6/16/2014 Attorney Letter for Lapis Drive Property Owners
- 2.) 6/23/2014 Board Member Resignation
- 3.) 6/23/2014 Contractor Email /Letter
- 4.) 6/25/2014 Attorney Letter with Additional Fees
- 5.) 6/25/2014 Attorney Letter with Legal Suggestions on District's RFP Documents
- 6.) 6/30/2014 RCAC-2014 TMF and Work Plan Closed

D. Correspondence(s) from the District

- 1.) Website Newsletter

6. APPROVAL OF DRAFT MEETING MINUTES

- A. District Public Special Session (5:30pm) & Regular Session (7pm) on [June 23, 2014](#)

7. REVIEW OF ACTION ITEMS FROM PREVIOUS MEETING

- A. Approved New Board Member Prerequisites Before Appointment
 - 1.) Approved New Board Member Prerequisites Compliance Form
- B. Approved District Attendance at RWAA August 26 – 28, 2014 Conference
 - 1.) Registration Form
 - 2.) RWAA District Voting Delegation Form
- C. Approval of District Office Space
- D. Approval of Closing RCAC 2014 Work Plan for District
- E. District Response (6/23/2014) to 6/5/14 Attorney Letter Addressing 12-Points
- F. Approval of Attorney for the DVWD Replacement Project
- G. Approval of District's Following Documents:
 - 1.) Draft of Request for Proposal for Engineering Design
 - a.) Cover Letter for the RFP Engineering Design Packet
 - b.) Design RFP Letter Publication for Newspaper
 - c.) Approval of Possible Attorney's Review and Edits of the Above Drafts
- H. Approved DVWD Project Manager (Engineering Oversight) to Prepare RFP of the following:
 - 1.) RFP Topographical Survey
 - a.) RFP for Publication
 - 2.) RFP for Geotechnical Soil Investigation
 - a.) RFP for Publication for Newspaper

8. PROPOSED AGENDA ITEMS FOR NEXT SCHEDULED MEETING: [August 25, 2014 at 7pm](#)

- A. All Action, Tabled, and Update Items from Past Meetings**
- B. Other Requests please Contact Chair for Direction/Guidelines of District's Future Agenda List**
- C. Consideration of District Monthly Meeting Start Time**

9. CALL TO THE PUBLIC (Three Minutes Time Limit per Person)

Open Meeting Law Reminders Regarding Call To The Public:

- Call To The Public is consideration and discussion of comments and complaints from the public. Those wishing to address the District need not request permission in advance. Management and consultants are exempt from this requirement. The Board is not permitted to discuss, take action, or legal action on any item raised in the Call To The Public. However, individual Board Members may respond to criticism directed at them. The Board via the Chairperson can direct that the matter be reviewed and follow-up on by the appropriate Member and/or Management Team Member as appropriate, or request that it be placed on a future agenda.

10. CLOSE and ADJOURNMENT OF SESSION

Pursuant to the Americans with Disabilities Act, Diamond Valley Water District, a Domestic Water Improvement District, endeavors to insure the accessibility of its meetings to all persons. If any disabled person needs reasonable accommodation, please notify Diamond Valley Water District at 928-925-1586 at least twenty-four hours prior to the meeting (not including weekends or holidays) for reasonable accommodation.

Posted: At Hope Chapel on Wednesday 7/23/2014 by 5pm. (5-copies in outside DVWD box)
Modified, Reposted at Hope Chapel on Saturday 7/26/2014 by 7pm and on the DVWD Website
By: Clerk /Secretary of the DVWD, Susan Echenrode

Acronym Used in Agendas and Meeting Minutes

ACC	=	Arizona Corporation Commission
AFO	=	Administrative, Financial and Operational Manual for DVWD
AICPA	=	American Institute of Certified Public Accountants
AMR	=	Automated Meter Reading
A.R.S.	=	Arizona Revised Statute (State laws that DVWD governs by)
CCR	=	Consumer Convenience Report (yearly water quality report, usually by July 1)
DWID	=	Domestic Water Improvement District
ERU	=	Equivalent Residential Units (District Budget Tool uses and calculates for a more statistically consistent and valid approach)
GAAP	=	Generally Accepted Accounting Principles
GAGAS	=	Generally Accepted Government Auditing Standards
GSM	=	Good's System Management (District's Management)
OML	=	Open Meeting Laws of Arizona
PayClix	=	RVS Customer On-Line Billing Program to Pay Bills
PER	=	Preliminary Engineer Report
POC	=	Point of Contact
PRAMA	=	Prescott Active Management Area
RCAC	=	Rural Community Assistance Corporation
RCAP	=	Rural Community Assistance Partnership
RFP	=	Request for Proposal (Bid)
RFQ	=	Request for Qualifications (District RFQ referencing henceforth)
RWAA	=	Rural Water Association of Arizona
RVS	=	Billing Software Used for Customers
TMF	=	Technical, Managerial, Financial (RCAC Assessment Tool)
VFD	=	Variable Frequency Drive (changes the electrical power of a motor more efficiently)
WIFA	=	Water Infrastructure Finance Authority
UVRWPC	=	Verde River Watershed Protection Coalition