

**OPEN PUBLIC MEETING MINUTES OF
The Diamond Valley Water District (DVWD) on
THURSDAY, AUGUST 14, 2014
AT DISTRICT OFFICE, 1277 N. RHINESTONE BLDG A, PRESCOTT, ARIZONA
2:00 PM**

1. CALL TO ORDER

Chair LaMar called the meeting to order at approximately 2:01 pm

2. ROLL CALL

PRESENT = P (P W/ TIME AFTER IF LATE) NOT PRESENT = NP

5-MEMBER BOARD (MINIMUM OF 3-MEMBERS REPRESENTS A QUORUM)

Marielle LaMar (P)	Pat Autrey (P)	Mona Welsh (NP)	Susan Echenrode (P)	Vacant
CHAIR	TREASURER	VICE CHAIR	CLERK/SECRETARY	

Chair recognized the following: Good's System Management (GSM) with Margie Good, Manager, Cari Good, Customer Relations Manager, and Ron Good, Field Tech.

The Chair made note that there would be no call to the public at this meeting.

3. OLD BUSINESS FROM PAST MEETINGS

- A. Updating GSM Exhibit A/Scope of Services with Re-Negotiation of Possible Increase with DVWD
Member Autrey moved and Member La Mar seconded that the updated Scope of Services as revised with chair's input from 7/28/14 meeting and with changes made today by Member Autrey be approved with the monthly amount of the contract to be set at \$13,333.33 and that the SOS and monthly contract be made retroactive to July 1, 2014. The motion passed unanimously.
Note that the SOS for Website Services approved by the District on 1/27/2014 was reviewed and signed off.
[Scanned and placed in permanent records under:](#)
[1.DVWD2013\(32GBDrive\)/GSM-GoodSystemManagement/GSM_SOS_Effective7.1.14](#) [and](#)
[1.DVWD2013\(32GBDrive\)/GSM-GoodSystemManagement/WebsiteServicesCariGood](#)
- B. Yavapai County Elections Intergovernmental Agreement
1) Special Districts Candidate Filing Report (www.yavapai.us/electionsvr/files/2014/07/Candidate-SpDist-.5.14-PM.pdf), page 2-DVWD)
Chair reviewed Yavapai County elections information regarding appointees/elected directors as reviewed with the District's General Counsel.
- C. Possible appointment for current vacant Board Position
It was moved by Member Autrey and seconded by Member La Mar to appoint Gloria Mason to fill the current vacant position (January 1, 2013 through December 31, 2016). The vote was 2 to 1 to appoint Ms. Mason. Ms. Mason will complete the required follow up prior to August 25, 2014.
[Draft Minutes \(DRAFTM8.14.2014\(2.00PM\) emailed 8.18.14 to appointee for follow-up with Oath of Office, etc.](#)

4. CLOSE and ADJOURNMENT OF SESSION

Chair LaMar adjourned the meeting at 2:15 pm

Respectfully submitted by: [Marielle La Mar](#), DVWD Chair and made available on [8/18/2014](#)

The DRAFT to Be APPROVED of the above Minutes (PDF) was emailed on the above date (within 3-business days of meeting) to current Board Members and Management for review before the next meeting. All corrections to the draft minutes are considered District business and need to occur and be addressed at the next Regular Public Meeting before

the minutes are approved. Board approval to show as an agenda item for the next scheduled DVWD Open Public Meeting. In addition, one copy is provided at the official DVWD posting site (Hope Chapel) for interested public/community members and new signage on the outside plastic box: see DVWD Website as noted below.

NOTE 3/24/2014: All public/community wishing to receive the DVWD Meeting Minutes and Agendas can do so by going to the **DVWD Website: diamondvalleywaterdistrict.com**, which also provides the public with other District information.

APPROVED on: 8/25/2014 by Pat Autrey, Marielle LaMar (majority).

Once approved the draft minutes document needs the footer changed to "APPROVED at the DVWD Meeting (insert date)", made into a PDF, sent via email to the current Board Members and Management, and to the "OTHER DISTRICT CONTACTS" listed in the up-to-date 5-MEMBER DVWD BOARD-MANAGEMENT CONTACT LIST document as directed under **NOTES**.

The Clerk/Secretary maintains and records Meeting Minutes by: recording an electronic PDF and filing 1-hard copy in the appropriate Fiscal Year binder in plastic protector sheet(s) for District records.

Acronym Used in Agendas and Meeting Minutes

ACC	=	Arizona Corporation Commission
ADWR	=	Arizona Department of Water Resources
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 <u>required</u> water quality report to all water users, usually by July 1)
CS	=	Clerk/Secretary
DWID	=	Domestic Water Improvement District
ERU	=	Equivalent Residential Units (District Budget Tool uses and calculates for a more statistically consistent and valid approach)
File	=	Hard paper copy was filed in appropriate manner
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
Record	=	Electronic copy was put into the District records
RFP	=	Request for Proposal (Bid)
RFQ	=	Request for Qualifications
RWAA	=	Rural Water Association of Arizona
RVS	=	Billing Software Used for Customers
TMF	=	Technical, Managerial, Financial (RCAC Assessment Tool)
SOS	=	Scope of Services
VFD	=	Variable Frequency Drive (changes the electrical power of a motor more efficiently)
WAPA	=	Western Area Power Authority
WIFA	=	Water Infrastructure Finance Authority
UCMR	=	Unregulated Contaminant Monitoring Rule
UVRWPC	=	Verde River Watershed Protection Coalition