

MINUTES OF OPEN PUBLIC MEETING

BOARD OF DIRECTORS
DIAMOND VALLEY WATER DISTRICT OFFICE
(LEGAL SHIELD BUILDING)
1277 N. RHINESTONE, PRESCOTT, AZ

7:00 PM

Monday, June 26, 2017

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:04 pm.

ROLL CALL of BOARD MEMBERS P = PRESENT NP = NOT PRESENT

DAVE CRACKNELL (P) JO ANN HOLT (NP) KURT WOMACK (P)
BARRY MCCOY (P) BILL HUNT (P)

Also present: No Members of the Public. **Don Bohlier** for District Management.

1. ADMINISTRATIVE HOUSEKEEPING

A) Yearly Leaning Tower of Opal (tank) reading. No change since last year.

2. MANAGER'S REPORT

A) May Monthly Report:

Total active customers - 735; Total Water Sales Revenue - \$21,462.35; Total Base Service - \$31,542.95; Total Tax collected - \$3,502.80; Total Current charges - \$75,175.63.

Average water bill \$79.84; Total Gallons pumped - 3,768,900; Total Gallons Sold - 3,076,431; Accounted Water Loss - 0; Unaccounted Water Loss - 692,559; actual **PERCENT WATER LOSS - 18.38%**. Meters read from 4-21-17 to 5-19-17, 29 days.

Applications 8 owners and 5 renters. Changed out 1 dead meter, no million gallon meters to replace. Water quality tests were good for total Coliform (two per month). New service hookups at 1701 Nomadic Desert Trail 5-3, and 5200 Diamond 5-17. No reported leaks came in.

Don reported a two-day delay in submitting a report to ADEQ (Arizona Department of Environmental Quality) for MRDL (Maximum Residual Disinfectant Level) report due to his computer problem [Sec. Womack: he must not be using an Apple]. No issue for water quality, report is available upon request.

B) Capital Improvements Progress Report: Chair Cracknell asked if anything new; Don replied no, some valves on the approved list still need to be completed, but due to all contractors being busy due to boom, Earth Resources has been the only DVWD approved contractor able to respond.

Don will go to Phoenix July 5 to pick up the first radio read meters, start in Donna/Gloria easement. New issue, expecting a new home to be built on a vacant lot that has been used for Easement access, so need to get Easement letters out. [[M10.26.2015\(R7.00pm\)](#), [item 6](#); [Resolution 2015-10-26](#); [Easement report July 2015](#)]

3. TREASURER’S REPORT

Barry gave his report as follows:

Category	31-May-17	30-April-17	% Change
Cash Balance	\$644,032.25	\$642,944.56	0.20%
Accounts Receivable	\$ 8,213.43	\$ 62,814.11	30.90%
Total Income	\$ 64,337.42	\$ 46,110.94	39.50%
Cost of Water	\$ 14,262.56	\$ 15,611.01	-8.60%
Repairs & Maintenance	\$ 2,698.50	\$ 12,563.75	-78.50%
Capital Outlay - Service Line Replacement	\$ 2,000.00	\$ 11,760.00	-83.00%

4. CHAIRMAN’S REPORT

A) Map Digitizing Progress Report: D. Cracknell gave Board members a sample showing all lots with 4’ easement lines, and the water main. Reported 100% of Contract 1 is complete, spent 88% of the budget; Contract 2 has 15% of the budget spent, 33% complete. Next benchmark 50% complete with all water lines laid out, about 2/3 done. After this, will consult with Manager Bohlier to dial in known information for completion.

B. McCoy said this could qualify as technical assistance to qualify for grant money, will research. [\[M01.09.2017\(SS7.00pm\), item 5\]](#)

5. APPROVAL OF DRAFT MINUTES

A) Regular Meeting June 12, 2017.

Dave Cracknell had some corrections, K. Womack made the motion to approve revised Minutes; seconded by B. Hunt.

[APPROVED](#): 4-0.

6. RESOLUTION 2017-06-26 FY 2018 BASIC WATER SERVICE GUIDELINES

Chair summarized the reason is to replace last year’s approved rates Resolution.

Bill Hunt made the motion to approve Resolution 2017-06-26; seconded by Barry McCoy.

[APPROVED](#): 4-0.

7. REQUEST TO SEND GLORIA EASEMENT UPGRADE TO BID TO DVWD CONTRACTORS

Manager Bohlier explained this is to replace the 2” steel water main, and locate within the Nancy/ Gloria easement, 8 service connections, and remedy a problem at one residence (Ray Stone) of the main running across the lot, ends up on Julie Dr. Need to expect the discovery for some of the main being 6” based on long-time resident observations.

Chair Cracknell made the motion to prepare the bid package for Gloria Easement Upgrade; seconded by Bill Hunt.

[APPROVED](#): 4-0.

8. DRAFT AFO MANUAL UPDATE

Chair Cracknell will provide a copy to Board members, summarized a change regarding contractor work hours, property dispositions and acquisitions, record retention. Would like to have input before July 12, before review by DVWD Attorney Kozak.

CALL TO THE PUBLIC

No comments.

9. FUTURE AGENDA ITEMS JULY MEETING PREVIEW

Regular reports, awarding Gloria Easement contract, DVWD Accountant end of Fiscal Year report, funding update from McCoy. Kurt will be out of town July 21 to approx. Aug. 5.

July 24, 7:00 pm.

ADJOURNMENT

Meeting adjourned at 7:53 PM.

NOTE: [M00.00.2015] Indicates reference to Minutes from previous meetings.

[aa] Robert’s Rules of Order.

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 06-29-17.

DRAFT to be APPROVED of these Meeting Minutes sent via email to all current Board Members and Management for review. Board approval to be an agenda item at the next scheduled DVWD REGULAR Meeting. In addition, two copies maintained and available in a file box at Permanent location at 1277 N. Rhinestone Dr., #2, Prescott, AZ 86301 in Diamond Valley for interested public.

An email copy of future DVWD Meeting Minutes and Agendas can be sent by requesting to be put on the electronic Per DV Email Request group list and providing an email address to: <http://diamondvalleywaterdistrict.com>

APPROVED ON: July 24 2017 by D. Cracknell, J.A. Holt, K. Womack, B. McCoy, B. Hunt.