

MEETING MINUTES OF OPEN PUBIC MEETING
BOARD OF DIRECTORS
DIAMOND VALLEY WATER DISTRICT OFFICE
(LEGAL SHIELD BUILDING)
1277 N. RHINESTONE, PRESCOTT, AZ
7:00 PM
Monday, March 28, 2016

CALL to ORDER

Vice Chair Jean Heberer called the **Regular Meeting** to order at 7:01 pm.

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

DAVE CRACKNELL (P) JEAN HEBERER (P) JO ANN HOLT (NP)
KURT WOMACK (P) BILL HUNT (P)

Also present: Don Bohlier for District Management; 5 DV Members of the Public. Jo Ann Holt absent due to family emergency (Dave Cracknell arrived at 7:06).

ADMINISTRATIVE HOUSEKEEPING

Kurt Womack reported that he requested credit application from A&E Reprographics, forwarded to Treasurer J.A. Holt.

CALL TO THE PUBLIC

Jodi Savage had requested a Treasurer's report for 2015 and beginning of 2016 from District Attorney, have had no response, has used website email.

1. MANAGER'S REPORT

Don Bohlier reported total active customers 718; total sales revenue \$12,087.21; total base service \$30,895.10; total tax collected \$2,828.84; total current charges \$67,447.17; average water bill \$66.00. Total gallons pumped 2,490,950; total gallons sold \$1,885,325; accounted water loss 126,000 gal.; unaccounted water loss 479,625 gal.; **19.00% water loss** (same as Jan.). Read from 1-22-16 to 2-20-16.

Meter froze 4863 Catherine 2-2-16, 2,000 gal. Service line leak 4615 William 2-3-16, 3,000 gal. Inline 4" valve installed at 4540 Joan 2-3-16, 1,000 gal. Diamond Ct. had 3" pipe that used to go to a wellhead, added blow-off valve 2-8-16, 15,000 gal. Water main broke by dump truck, replaced with C-900 2-12-16, 60,000 gal. Easement of Barbara-Donna & Donna-Gloria 3 valves installed 2-15-16, 15,000 gal. Service line leak 1210 Rhinestone 2-16-16, 4,000 gal. MPL (sub contractor for gas company) hit water service on Diamond Ct., 2,000 gal. Rose Quartz (dog house) demolished building, plumbed 2" back into the 4" main 2-23-16, 10,000 gal. Emerald (demolished pump station) site took out 4" tee that was going to the well head, replaced with 90° elbow 2-25-16, no loss. Installed new blow-off valve end of Julie Dr. 2-29-16, 19,000 gal. End of FY2015 System Improvements. [1.M8.17.2015, item 3]

Changed out 25 meters, 23 Work Orders, 16 red door hangers, one new hook-up 5461 Onyx Dr. 2-18-16.

Miscellaneous updates: would like to continue on service line and meter replacements. Need to relocate 5 meters that are behind easement fences. Easements have been brushed out.

2. TREASURER'S REPORT

Jean Heberer reported for J.A. Holt. Total checking & savings \$657,071; total assets \$1,293,448. Invoice payments \$115,870. Total Operations & Maintenance costs \$39,575. Total cost of goods sold \$52,639. Gross profit \$6,464, net ordinary income was -\$6,000. Total income FY \$353,331; total Operations & Maintenance FY \$198,499. Big invoices for Feb. were 486% of the budget. Total cost of goods sold FY \$316,355, 192% of the budget. Have used 84% for office and general operations, 96% professional expenses, net ordinary income -122% of budgeted items.

3. CHAIRPERSON'S REPORT

A. ADWR: D. Cracknell wrote a letter to Arizona Department of Water Resources about current progress on reducing water loss, to 15% or less.

B. Verizon Update: Accountant Crandall submitted Invoice.

C. Rest of Year Projects Timeline: Dave developed a document showing issues with time and deadline, such as working on the Budget, elections for terms to end, rate and hook-up hearings. K. Womack asked about how will the Public give input before the Hearings; plan to have Call To The Public at the end of special/regular meetings.

D. Budget Rate Webinar (March 22): D. Cracknell took notes about various factors to determine rates. Was going to forward website link to other members. Free consultation available.

4. APPROVAL OF DRAFT MINUTES

A. Monthly Session Feb. 22, 2016

B. Special Session March 16, 2016

Dave Cracknell submitted revisions, wanted clarification about pump seals quote. K. Womack made the motion to accept revised Minutes; J. Heberer seconded.

APPROVED 4-0.

5. DVWD BOARD MEMBERS GOALS FOR FY 2016-17

J. Heberer: wants to develop a schedule for exercising all valves, and digitizing and color coding a map.

K. Womack: 1. Mapping of the system for any engineering or possible upgrade, like Jean's idea of color coding for communication. 2. Mapping of occupied lots, to show active meter locations. 3. Follow proposed Waste Water Improvement District and possible annexation, to attend meetings.

[1.M7.27.2015, item 6] Brought in an aerial photo version of the District that was produced by Prescott Valley. Jean asked about our status as DVWD being an Improvement District; understand we need to show some progress, but am concerned about spending more than necessary on infrastructure that would get taken out, have to evaluate a balance. Talked about when engineering is required, used example such as replacing a water tank. Discussed current status with Prescott Valley's efforts. Kurt does not expect other Board members to attend those meetings, but welcome to. Barry McCoy gave some information, such as PV offering to provide engineering after various

agency agreements are finalized; made the point that after PV annexation, no district board would be needed.

B. Hunt: wants to continue the replacement of leaking service lines. Has concerns about the proposed WWID, how can we afford it. K. Womack stated the concept of our water bill going down to PV rate, saving could pay for assessment, according to information from PV. K. Womack also stated concern about the latest Treasurer reports showing cost of repairs and income not looking good, not really sustainable. Barry McCoy explained the latest with PV and USDA funding, out-of-the-box thinking of the Town. Jean said the PV website says the average water bill is about \$19.82, and DV's is \$66; cost of assessment paid for by savings, so it would be a wash.

D. Cracknell wants to digitize maps; will work with Don on specific easement water line relocations, and Turquoise main improvement to abandon 2" line.

6. FUTURE AGENDA ITEMS

Budget, with accountant Steven Crandall.

April 6, 10:30 am.

ADJOURNMENT

Meeting adjourned at 8:06 PM

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

[aa] Robert's Rules Of Order. *No revisions.*

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 04-30-16.

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 PerDVEmailRequest group list and providing an email address to: <http://diamondvalleywaterdistrict.com>

APPROVED ON: APRIL 24, 2016 by D. Cracknell, J. Heberer, Jo Ann Holt, K. Womack, B. Hunt.