

**MEETING MINUTES OF OPEN PUBIC MEETING**  
**BOARD OF DIRECTORS**  
**DIAMOND VALLEY WATER DISTRICT OFFICE**  
**(LEGAL SHIELD BUILDING)**  
1277 N. RHINESTONE, PRESCOTT, AZ  
**10:30 AM**  
**Wednesday, April 25, 2016**

**CALL to ORDER**

Chair Dave Cracknell 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 (P)**  
**KURT WOMACK (P)    BILL HUNT (P)**

**Also present:** Don Bohlier for District Management; 1 DV Member of the Public, Barry McCoy.

**ADMINISTRATIVE HOUSEKEEPING**

No report.

**1. MANAGER'S REPORT**

Don Bohlier reported total active customers 725; total sales revenue \$13,438.68; total base service \$31,196.10; total tax collected \$2,967.22; total current charges \$50,168.90; average water bill \$67.60. Total gallons pumped 2,558,920; total gallons sold 2,071,770; accounted water loss 39,000 gal.; unaccounted water loss 448,150 gal.; **17.51% water loss**. Read from 2-20-16 to 3-19-16.

Rose Quartz (Dog House) 10,000 Gal. on 2-23 to tie over 2" into 4" main. Install blow-off valve at end of Julie Dr. 19,000 Gal. 2-29 to drain pipes; 4570 Victor water quality 10,000 Gal. 3-3 flushing; Regina Ct. PVC fitting. Changed out 6 meters. 18 Red Door hangers.

Discussion about "skips" (or "jackrabbit") accounts will be scheduled. Recent activity: applications - 9 Owners, 1 Renter, 1 Management, around 30 minutes per app.

**2. TREASURER'S REPORT**

Jo Ann Holt gave a report. Total checking and savings is \$651,841.37. Total current assets \$711,325.56. Total fixed assets \$564,166.95. Total assets \$1,275,492.51. Total liabilities \$114,911.56. Shortfall this month is \$8,006.58.

J. Heberer asked if that was "net income", *J.A. Holt replied yes.*

**4. APPROVAL OF DRAFT MINUTES**

- A. Monthly Session March 28, 2016
- B. Budget Special Session April 6, 2016
- C. Budget Special Session April 13, 2016
- D. Budget Special Session April 20, 2016

D. Cracknell motioned to Table #D due to time crunch combined with Kurt being sick, schedule for next meeting; seconded by J. Heberer.

**APPROVED:** 5-0.

Dave Cracknell and J. Heberer submitted revisions. K. Womack made the motion to accept revised Minutes for #A, B, C; D. Cracknell seconded.  
**APPROVED** 5-0.

#### **4. BUDGET WORKSHOP PART FOUR**

A) Service Charges:

B) Establishment Fee:

C) Deposit Fee:

D) Credit Report for renters only: Should be property owner's responsibility. Discussed option of credit agencies, J. Heberer thinks it would protect the District, would need to get DL# anyway; suggested credit app (application) fee \$25-30. D. Cracknell discussed changing the on-line app.

K. Womack stated he was hearing "service charge", "service establishment" and "application fee." D. Cracknell stated - Establishment Fee: \$35, after hours \$40; reconnection/delinquent fee \$35, after hours \$50; Meter test if correct \$25; Deposit \$200; Re-establishment within 12 months 6% per billing cycle; Non-sufficient check fee \$25 plus bank fee; Deferred payment 1.5% per billing cycle, Meter re-read if correct \$15; Late fee 1.5% per month; application fee \$30. K. Womack wanted to now if the lowering of late fee had a positive impact; minimal but not as many are behind.

J. Heberer motioned to revise as discussed; J.A. Holt seconded. K. Womack suggested Dave type up the Service Charge changes:

"Motion to approve the Service Charges with the following changes, removing the \$2.22 tax from the Establishment Fee, Increasing the Deposit from \$150.00 to \$200.00, and adding and application fee of \$30.00 to cover the cost of credit check for all new applicants."

**APPROVED:** 5-0.

#### **CALL TO THE PUBLIC**

No Comments were requested by Kurt.

J. Heberer wanted to give abstract thought to sale of the lots *and suggested not selling at this time.* But if values increase, *then revisit* since the District may not exist after PV annexes, so *no great benefit to selling lots at this time.*

#### **5. 5-3 AGENDA**

*Approve rate fees schedule, legal opinion subdivision easements.*

May 3, 10:30 am.

#### **ADJOURNMENT**

**Meeting adjourned at 7:39 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 5-24-16.

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:** 5-23-2016 by D. Cracknell, J. Heberer, J.A. Holt, K. Womack, B. Hunt.