

**UNOFFICIAL UNAPPROVED
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, February 27, 2017

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:05 pm.

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

DAVE CRACKNELL (P) JO ANN HOLT (P) KURT WOMACK (P)

BARRY MCCOY (P) BILL HUNT (P)

Also present: 2 Members of the Public. **Don Bohler** for District Management.

ADMINISTRATIVE HOUSEKEEPING

D. Cracknell will have updated expense report form.

WIFA interactive rates dashboard, a yearly exercise, consensus to participate in survey, to be done by B. McCoy.

1. MANAGER'S REPORT

A. January Monthly Report:

Total active customers - 721; Total Water Sales Revenue - \$14,597.62; Total Base Service - \$30,998.30; Total Tax collected - \$2,993.04; Total Current charges - \$59,913.88.

Average water bill \$69.50; Total Gallons pumped - 2,887,070; Total Gallons Sold -2,197,104; Accounted Water Loss - 30,000; Unaccounted Water Loss -659,966; **PERCENT WATER LOSS - 22.86%**. Meters read from 12-16-16 to 1-20-17, 34 days.

The 30,000 gal. water loss was from the Victor and Ramada pump station, which does not have operable pumps, but pipes still run through. Should be demolished and pipes routed straight by.

Applications 1 owner and 1 renter. Changed out 17 meters. Water quality tests were good for total Coliform (two per month).

B. Capital Improvements Progress Report: Regina Ct. project is done. No new projects have been started.

Handed out another estimate for remote read meters from Dana Kepner; Sensus drive-by system total quote was \$234,516.44 with 720 meters. [\[M02.10.2017\(SS10.00am\), item 1\]](#)

Gave end of year report (item 7): Replaced 140 meters, replaced 980 feet of aging 'transite' from Onyx Dr. to the Rose Quartz pump station and 20 service connections and 3 future fire hydrant stub-outs. Upgraded 57 water services in the easements of Barbara & Donna, Donna & Gloria, Joan & Catherine. Replaced 30 services, installed two blow-off valves, fixed five water main breaks.

Demolished the “dog house” on Rose Quartz, fenced Opal water tank, secured Lisa water tank with bollards.

2. MAP DIGITIZING PROJECT REPORT

D. Cracknell reported that had billed out 19% of the budget, and completed 31% complete. Anticipated completion of contract 1, no later than April 30.

[M01.09.2017(SS7.00pm), item 5]

3. TREASURER’S REPORT

Barry gave his report as a summary agreed upon by District attorney, as follows:

| Category | 31-Jan-17 | 31-Dec-16 | % Change |
|---|--------------|--------------|----------|
| Cash Balance | \$638,998.17 | \$600,632.08 | 6.40% |
| Accounts Receivable | \$ 68,476.30 | \$ 59,064.19 | -84.40% |
| Total Income | \$ 53,075.55 | \$ 42,825.13 | -85.10% |
| Cost of Water | \$ 12,573.61 | \$ 13,798.42 | -8.90% |
| Repairs & Maintenance | \$ 821.07 | \$ 3,894.43 | -78.90% |
| Capital Outlay - Service Line Replacement | \$ 2,581.49 | \$ 38,931.00 | -93.40 |

4. APPROVAL OF DRAFT MINUTES

A. Special Session February 10, 2017.

D. Cracknell had some revisions. K. Womack made the motion to approve revised Minutes for the January 09 Special Session; seconded by J.A. Holt.

APPROVED: 5-0.

5. RESOLUTION 2017-02-27

D. Cracknell read the Resolution, regarding the waiver of installation and hookup fee for service taps installed prior to October 13, 2008. [M01.25.2017(RM6.00pm), item 5]

D. Cracknell found a rate chart approved on that date, earliest version.

B. Hunt motioned to approve as read; seconded by J.A. Holt.

APPROVED: 5-0.

6. AFO MANUAL UPDATE (ROUND 1)

D. Cracknell wanted to revise the section regarding contractors, and sale lease and disposition of District property using auction procedures.

Schedule next meeting for final review, and possible approval. Rates and fees may change during Budget, so will wait for publication.

7. OPERATIONS MANAGER 2016 REPORT

Made during item 1.

8. 2017 STATE OF THE DISTRICT ADDRESS

Chairman Cracknell reported that progress was made in 2016, some major infrastructure improvements done, got protection for Opal and Lisa tanks done, reduced some in water loss but still an issue. Will do remote meters, will be looking into grants. Will focus on services installed from 1979 to 1997 when poly pipe was allowed by plumbing code, to replace to current specifications.

Glad to see the Board has maintained continuity for 20 months.

CALL TO THE PUBLIC

No comments.

9. FUTURE AGENDA ITEMS DECEMBER

Finalize AFO Manual, regular reports.

Next meeting will be March 27, Regular Meeting.

ADJOURNMENT

Meeting adjourned at 7:40 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 03-04-17.

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

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