

# MINUTES OF OPEN PUBLIC MEETING

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

7:00 PM

Wednesday, January 25, 2017

## CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 6:20 pm, rescheduled due to weather, delayed due to late arrival of *meeting* recorder.

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

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

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

## ADMINISTRATIVE HOUSEKEEPING

K. Womack reported that the previous Board's engineer, Kal Miller, had contacted him via email, has been reading the Minutes and wanted to know what real progress has been made, forwarded to B. McCoy *with the Waste Water Working Group*.

Other Board members brought thumb drives, K. Womack transferred consolidated files of 2016 Agendas, Minutes, Resolutions, and Misc., except for B. Hunt due to absence.

K. Womack wanted to update the Board Member history, found a previous chart with history since establishment of the District. Also need to update website Board of Director descriptions.

D. Cracknell reported that Verizon has finally paid total amount due, up to date!

## 1. MANAGER'S REPORT

A. December Monthly Report:

Total active customers - 722; Total Water Sales Revenue - \$12,606.52; Total Base Service - \$31,015.50; Total Tax collected - \$2,855.81; Total Current charges - \$41,106.35.

Average water bill \$58.60; Total Gallons pumped - 2,507,700; Total Gallons Sold - 1,925,776; Accounted Water Loss - 3,000; Unaccounted Water Loss - 578,924; **PERCENT WATER LOSS - 23.00%**. Meters read from 11-19 to 12-16, 28 days.

Two "leaks": 1020 Rose Quartz report of bad taste so flushed 1,000 gallons on 11-22; 1798 Pearl meter bottom blew out 2,000 gal. 12-15. The last reported main or service leak was reported 11-15.

Applications 2 owners and 3 renters. Changed out 9 meters, Ramada location required preventive maintenance new meter set and service. Water quality tests were good for total Coliform (two per month).

B. Capital Improvements Progress Report: Regina *realignment* delayed due to weather. *One of*

the DVWD contractors has been putting off DVWD valve replacements for 7 months. Don submitted name of a new contractor for approval at the next Board meeting.

New item: there is a pump station at Ramada and Victor, Dec. 26 report of running water, freeze caused a leak, Lisa tank ran dry in 2 days. Needs to be eliminated and main re-routed. K. Womack asked to clarify if it's on DVWD property, first he heard of it; to be verified [note: it is on R.O.W.].



## 2. TREASURER'S REPORT

A. December: Total income was \$43,250; Total COGS \$60,758.76. *-\$17,508.76 net income.*

D. Cracknell asked if contractor invoices for Capital Improvements were higher; yes about 97% of this loss, showing a spike. For example \$38,900 for service line replacement. Total cash distribution \$86,934.35. Good note, last half of *Fiscal* Year we were ahead of Budget 176%.

Discussion with our new Treasurer B. McCoy about how to give reports for future Minutes.

K. Womack asked if all costs for Rose Quartz project have been paid, yes.

## 3. APPROVAL OF DRAFT MINUTES

A. Special Session January 09, 2017.

D. Cracknell had some revisions, clarification of dates for Jan. 9 Minutes. B. McCoy made the motion to approve revised Minutes for the January 09 Special Session; seconded by J.A. Holt.

**APPROVED:** 4-0.

## 4. NEWSLETTER

B. McCoy reported that his part is complete, Don Bohler said copies will be done next week, and mailed next Tues. Jan. 31.

**5. RESOLUTION R2017-1-25 SERVICE TAPS INSTALLED PRIOR TO 12/2006**

D. Cracknell read the Resolution. Dave asked about the lack of records prior to establishment of DVWD, discussion about changing the date. Don Bohler did work as interim manager on the system until 2008, when it was Triangle Development, under the AZ Corp. Commission, explained there were no hookup fees before December 2006, and not until a few years later under Pat Fitzgerald's management. K. Womack asked what date should be determined is safe; D. Cracknell offered between Dec. 2006 and Labor Day 2008 (Bohler's departure). K. Womack asked when first hookup fee was established, Cracknell stated FY 2009-10; Kurt suggested that be the start date. D. Cracknell will revise and have District attorney Kozak review.

Tabled by consensus.

**6. OPERATIONS MANAGER 2016 REPORT**

Tabled *until Feb. Monthly Meeting.*

**7. 2017 STATE OF THE DISTRICT ADDRESS**

Tabled *until Feb. Monthly Meeting.*

**CALL TO THE PUBLIC**

No comments due to no audience.

**8. FUTURE AGENDA ITEMS DECEMBER**

Presentation for remote meters, AFO Manual, new contractor approval, *remote meters.* Feb. 10, Friday morning, Special Session.

**ADJOURNMENT**

**Meeting adjourned at 7:09 PM.**

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

[aa] Robert's Rules Of Order. *Revisions in italics.*

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 02-16-17.

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: FEBRUARY 10, 2017 by D. Cracknell, B. Hunt, J.A. Holt, K. Womack, B. McCoy.