

MINUTES OF OPEN PUBLIC MEETING
BOARD OF DIRECTORS
DIAMOND VALLEY WATER DISTRICT OFFICE
(FORMERLY KNOWN AS LEGAL SHIELD BUILDING)
1277 N. RHINESTONE DR., PRESCOTT, AZ

7:00 PM
Monday, April 23, 2018

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:09 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: *Two* Members of the Public. **Don Bohlier** for District Management was in attendance.

1. ADMINISTRATIVE

A) New chairs that were missing were found, Cracknell asked Womack to make Property Of ... stick-on labels for furniture, 50 maximum, use new address.

Chair Cracknell asked to *[Suspend the Rules]*, to add one new item *and move item in C to D in Budget Workshop 3*, vacant properties, approved by consensus.

B) Approval of Minutes Special Session April 13, 2018.

Chair Cracknell had some revisions. K. Womack made the motion to approve revised Minutes for April 13 Special Session; seconded by B. Hunt.

APPROVED: 5-0.

2. BUDGET WORKSHOP PART THREE

A) Chair Cracknell passed around a copy of the proposed Budget with latest revisions. Water Revenues was adjusted to \$655,000; Total Revenues \$708,350; Total Expenses \$627,850.

Proposed Capital Projects: Tier 1 \$76,500 and Tier 2 is \$50,000

1. Tank Inspections. Previous Board had done tank inspections, years ago. Cracknell asked Manager on status; Bohlier said Opal tank is in great shape, at least for 5 years. Ramada tank is the major strategic location, should locate property lines, compact ground, underground piping, currently 2" main line into tank (normal City is 6" or 8"), building should have been torn down, could use a second tank. Lisa tank is 2" main line, used to have 6" but too much pressure. Otherwise still unknown what size of lines in some areas. Don was looking at Ground Penetrating Radar that could locate line, but not really the size, \$5,000 - \$20,000.

B) Finalize Capital Improvement Projects (Part Two)

Tier 1- Diamond Drive service line, called "wrong side" when device cuts in asphalt \$45,000; Map digitizing Project \$6,500; Julie Dr. Realignment \$25,000.

Tier 2- Diamond Dr. service lines, no cut \$25,000; Jean Drive to connect with new main to avoid wash-out problem \$25,000.

C) Finalize 2017 - 2018 Fee Schedule.

D) DVWD owned properties- keep or liquidate. Kurt considered keeping as any investment, use as collateral for possible land trade? *With no additional comments*, Chair closed discussion. *DVWD will address liquidation of properties on an as needed basis (current position).*

3. MANAGER’S REPORT

A) Monthly Report. Don gave his report.

March Monthly Report:

Total active customers - 738; Total Water Sales Revenue - \$13,247.49; Total Base Service - \$31,535.81; Total Tax collected - \$2,933.21 (AZ Municipal tax \$13.17); Total Current charges - \$49,795.77. Total Establishment Fees - \$490.00.

Using the current RVS system, Average water bill \$66.58; Total Gallons pumped - 2,831,597; Total Gallons Sold - 2,013,387; Accounted Water Loss - 0; Unaccounted Water Loss - 818,210; actual **PERCENT WATER LOSS - 28.90%**. Meters read from 02-19-18 to 3-19-18, 32 days.

Applications 7 owners and 5 renters, new hook-up at 1600 Lapis. Water quality tests were good for total Coliform (two per month). 696 drive-by meters installed to date.

B) Capital Improvements Progress report

3-5 4985 Amber needed to change out meter; 3-13 4910 Diamond Dr. needed to change out meter, found leak with detector; 3-20 1764 Lapis needed to change out meter; 3-21 4680 Hacienda needed meter; 3-21 4855 Diamond dr. needed meter; 3-22 4608 & 4596 Hacienda needed meter.

Don had presented leak detection by service address, using the listening detector, 49 found with possible leaks. Some meters have been buried 3 boxes deep, could not turn off valve.

UNS Gas contacted Manager, to ask about installing a tower at the Ramada tank location, behind the fence at the back. They will have survey done. They prefer not same location as Verizon. Will not pay for tower rent. Kurt found a screenshot of the County GIS of the triangular lot.

Further discussion of UNS Gas will be on next Agenda.

5. TREASURER’S REPORT

Barry gave his April report as follows:

Category	31-Mar-18	28-Feb-18	% Change
Cash Balance	\$556,213.14	\$558,350.00	-0.38%
Accounts Receivable	\$ 69,588.28	\$ 70,746.71	-1.64%
Total Income	\$ 53,771.09	\$ 54,524.65	-1.38%
Cost of Water (PV)	\$ 13,628.68	\$ *****	*%
Repairs & Maintenance	\$ 353.23	\$ 7,557.05	-95.33%
Capital Outlay - Service Line Replacement	\$ 2,427.03	\$ 6,850.52	*%

CALL TO THE PUBLIC

Mike Schmacher said this is the best run water company in 32 years.

Patti Sheaffer asked about basic water supply issues, which led to discussion about ADWR (Arizona Department Water Resources) and CWAG (Citizens Water Advocacy Group).

6. NEXT MEETING PREVIEW

Executive Session with Attorney and Accountant. Open Session to approve Fee Schedule and Budget.

May 7.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 8:26 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 05-01-18.

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: MAY 7, 2018 by D. Cracknell, B. McCoy, J.A. Holt, K. Womack, B. Hunt.