

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, July 23, 2018

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:00 pm.

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

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

Also present: None from the Public. **Don Bohlier** for District Management was in attendance.

1. ANNOUNCEMENTS AND MANAGER’S REPORT (combined)

a. Chair Cracknell gave an update on his upcoming work schedule and attendance at meetings either being present physically or telephonically, for the months of August, September, and October. Normal communications via cell phone, email, or text. Chair will be present in January for state of the district and for the public hearing (TBA). Documents of non-urgent nature may be placed in chairman’s in a TAZ box in the office. Special handling of communications with the Chair will be assigned. Chair will be in to retrieve said documents on after returning home for weekends.

b. Discussion on receiving large contractor bills in Chairs absence. Chair will update process as needed.

2. DVWD BOARD ELECTION 2018

Three Board seats are up for election. Last date for file nominating petitions for the election is August 8, 2018. Last day to register to vote is October 8, 2018, which is Columbus Day, so probably moved to October 9, 2018.

3. MANAGER’S REPORT

June Monthly Report.

Don gave his report:

Total active customers - 732; Total Water Sales Revenue - \$24,476.77; Total Surcharge - \$2,422.97; Total Base Service - \$32,014.55; Total Late Fees - \$133.72; Total Muni Tax - \$22.43; Total Establishment Fee’s - \$420.00; Total Tax collected - \$3,741.06; Total Current charges - \$63,202.78.

Using the current RVS system, Average water bill \$83.68; Total Gallons pumped – 4,674,424; Total Gallons Sold – 3,462,599; Accounted Water Loss – 430,000; Unaccounted Water Loss – 781,825; actual **PERCENT WATER LOSS – 16.73%**. Meters read from 5-18-18 to 6-19-18, 33 days; Work Orders - 65, RLO, Lock off for non-pay, need read, Unlock, Lock off, Turn on, Mail being returned, Final read, Weeded both lots on Emerald, Trying to find valves in intersection of Crystal & Topaz, could not locate any, and Pearl & Preston; Locates – 0.

Applications 6 owners and 6 renters. 1 new Hook Up – 1700 Lapis. Water quality tests were good for total Coliform (two per month). No leak detection done.

6-5 4926 Ramada cap-improvement due to county paving and 4927 Gemstone PVC fitting broke while installing a drive by meter, cap-improvement.

6-19 1639 Topaz cracked 1” ball valve, est. 80,000 gallons and 1978 Crystal, black poly broke. Been leaking for days @ 20gpm, est. 150,000 gallons.

6-26 1722 Lapis, black poly broke. According to home owners been leaking for months. Est. 200,000 gallons. Asked home owners to please report these leaks.

4. TREASURER’S REPORT

Barry gave his June report as follows:

Category	30-Jun-18	31-May-18	% Change
Cash Balance	\$513,131.42	\$557,121.92	-7.90%
Accounts Receivable	\$ 74,366.56	\$ 70,088.44	6.10%
Total Income	\$ 57,950.65	\$ 73,198.44	-20.83%
Cost of Water (PV)	\$ 21,253.48	\$ 15,800.17	*%
Repairs & Maintenance	\$ 2,585.60	\$ 472.52	447.19%
Capital Outlay - Service Line Replacement	\$ 4,184.34	\$ 64,173.41	*%

5. ADMINISTRATIVE

a. Approval of Special Session Meeting Minutes for July 17, 2018

D. Cracknell made a motion to accept minutes for July 17, 2018, seconded by B. McCoy.

APPROVED: 4-0

b. B. McCoy gave a report for the tentative use of Willow Manor for meeting space. After speaking with management, they stated it was purely for rental purpose for people vacationing in the Prescott area. After this report a discussion regarding possible locations ensued including possibilities of the new ownership and new leasing options for the district.

6. BY-LAWS UPDATE

D. Cracknell gave update and after finding conflicts between By-Laws, AFO Manual and Website to be discussed with Council. Updates to follow.

7. CALL TO THE PUBLIC

No responses, subject closed.

8. NEXT MEETING

Normal monthly meeting in August. Regular meeting items to be discussed.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 7:39

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

[aa] Robert’s Rules Of Order.

Meeting Minutes prepared by Barry McCoy, Acting Clerk/Secretary and made available on 08-2-18.

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: 8-14-2018 by D. Cracknell, B. McCoy, J.A. Holt, K. Womack, B. Hunt