

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

Thursday, October 25, 2018

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:04 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: One Member of the Public. **Don Bohler** for District Management was in attendance.

1. ANNOUNCEMENTS

Chair Cracknell asked Secretary Womack about getting an updated consolidation of the Fiscal Year Minutes and Agenda, to get Board Member thumb-drives updated. Kurt will commence soon. Chair asked J.A. Holt about latest files sorting, she hopes to resume next month.

2. DVWD LEASE UPDATE

Chair Cracknell said we are month to month, until January when new landlord may advise us on their intent, planning on Executive Session prior the January meeting.

3. MANAGER'S REPORT

A) Monthly Report. Don gave his report.
September Monthly Report:

Total active customers - 741; Total Water Sales Revenue - \$18,959.13; Total Base Service - \$31,855.44; Total Tax collected - \$3,345.90 (AZ Municipal tax \$19.84); Total Current charges - \$58,370.57. Total Establishment Fees - \$280.00. Total late fees \$2,033.69 (last month \$146.93).

Using the current RVS system, Average water bill \$75.60; Total Gallons pumped - 3,897,826; Total Gallons Sold - 2,688,720; Accounted Water Loss - 80,000; Unaccounted Water Loss - 1,129,106; actual **PERCENT WATER LOSS - 29.63%**. Meters read from 8-20-18 to 9-20-18, 32 days.

Applications 3 owners and 4 renters, no new hook-ups. Water quality tests were good for total Coliform (two per month).

8/23 at 4550 Kristen 4" main break, 40,000 gallons.

8/29 at 4676 Robin had PVC pipe break at meter, did a full upgrade from the main, 40,000 gal.

9/18 at 5382 Sapphire upgrade components in meter box only because the service line was slurried over 2 feet and runs under street, tried leak detection but part of line inaccessible.

9/26 at 5447 & 5455 Sapphire upgrade service with “Pex” pipe.

B) Capital Improvements Progress report:

9/7 at 5275 & 5255 Diamond Dr. dug down to service and found that it was copper and meter set was to code, didn't need to replace anything. This would have been a full street cut. Tested and no leak detected.

9/12 at 5239 Diamond Dr. dug down to service and found that it was copper and meter set was to code, didn't need to replace anything. This also would have been a full street cut. Tested and no leak detected.

9/12 & 13 at 5213 Diamond Dr. this was a full street cut.

9/13 at 5210 Diamond Dr., this service was tied into 5226 Diamond Dr., short side.

9/13 at 5226 Diamond Dr. made a new tap into the main.

Chair Cracknell expressed concern about why the loss has gone up, does not understand since all meters and many services have been replaced. Don explained that when the ground gets saturated by rain, that it forces up any leaks that become obvious. Kurt added that he agreed with Dave's frustration; said that when he got on, the previous Board wanted to replace the system; the last theory by engineer advisor Kal Miller was all the transite main pipe joints leaking a little added up. Very brief discussion about cost of replacing the system, McCoy attempted to get a Waste Water Improvement District that never *came to fruition*. Don has been constantly looking for signs, customer in attendance suggested flying over in a helicopter to spot signs of leaking, we don't know where all the mains go. Kurt asked again about adding secondary meters, perhaps at pump stations; challenge is knowing what customer meters to read, doing the math, timing, calculations, logistics, did not seem conclusive to help figure out what zones are a problem. Been taking 2.5 to 3 hours to read all the meters now, instead of 20 hours. Some discussion about shutting off sections, to isolate, to check for leaks, not feasible.

Ramada water tank cleaning will be done early next year.

4. TREASURER'S REPORT

Tabled due to Yavapai County Treasurers department having issues.

5. BUDGET 201 WORKSHOP SYNOPSIS

Chair Cracknell attended a workshop in California. *Learned that the real cost of water takes into account* several factors, will discuss with DVWD Accountant Crandall, to add to future reports.

6. DVWD LATE FEE

Manager Bohler said there have been no complaints. Used to have five pages of customers who were late, now it's 1 1/2 pages of customers who are late. Went from \$146 of fees, now it's up to

\$2,000. Don suggested to keep it as is. His secretary is also not dealing with as many phone calls. Chair asked to [Suspend The Rules], asked if we could change the format on the bill so it wouldn't look so bad to see the cost including late fee on the billing card. Don will call RVS to see if we would need a new card format, could print other colors or change the wording.

7. ADMINISTRATIVE

A) Approve September 27, 2018 Minutes.

Chair Cracknell had one minor revision.

K. Womack made the motion to accept slightly amended Minutes, seconded by B. McCoy.

APPROVED: 5-0. Cracknell - YES, McCoy - YES, Holt - YES, Womack - YES, Hunt - YES.

CALL TO THE PUBLIC

Jess Drake asked if the Board followed up on his issue brought forward last month. Due to advice from DVWD legal consul, Chair Cracknell responded that it was not under the jurisdiction of the District, Yavapai County is responsible. Mr. Drake can contact DVWD Attorney Kozak regarding his concern.

8. NEXT MEETING

Nov. 15, regular reports, possible discussion about the lease.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 8:08 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 11-20-18.

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: NOVEMBER 15, 2018 by D. Cracknell, B. McCoy, J.A. Holt, K. Womack, B. Hunt.