

MINUTES OF OPEN PUBLIC MEETING

BOARD OF DIRECTORS
DIAMOND VALLEY WATER DISTRICT OFFICE
1277 N. RHINESTONE DR., PRESCOTT, AZ

7:00 PM

Thursday, January 24, 2019

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:03 pm.

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

DAVE CRACKNELL (P) JO ANN HOLT (P) KURT WOMACK (P)
BARRY MCCOY (P) DAVID MASON (P)

Also present: No Member of the Public. **Don Bohlier** for District Management was in attendance.

1. ANNOUNCEMENTS

Chair Cracknell said we will be updating the AFO Manual, and updating the Emergency Operations Manual. Also will review the By-Laws in the next couple of months. Budget sessions will start earlier, need to do 5 year long-range planning.

J.A. Holt had an update about new building owner, will have wifi, will need to coordinate schedule of our meetings with their activities.

2. TREASURER'S REPORT

January 24, 2019:

Category	31-Dec-18	30-Nov.-18	% Change
Cash Balance	\$555,659.08	\$558,842.01	-0.57%
Accounts Receivable	\$ 59,851.87	\$ 59,647.00	0.34%
Total Income	\$ 50,684.81	\$ 72,008.55	-29.61%
Cost of Water (PV)	\$ 17,440.90	\$ 16,930.61	2.93%
Repairs & Maintenance	\$ 74.39	\$ 6,973.30	**%
Capital Outlay - Service Line Replacement	\$ 1,697.03	\$ 40,371.27	**%

**Percentage not shown due to variability extremes.

D. Mason needed some line items clarified, McCoy will ask the Accountant for clarifications.

3. OATH OF OFFICE JO ANN HOLT

Chair Cracknell officiated the Oath for Jo Ann Holt.

4. BOARD MEMBER POSITIONS FOR 2019

Chair Cracknell proposed the same positions, having David Mason replace B. Hunt as Member At Large. Cracknell acknowledged the work done by members.

B. McCoy made the motion to approve that we retain the same positions; seconded by D. Mason.

Chair: Dave Cracknell
Vice Chair: Jo Ann Holt
Treasurer: Barry McCoy
Clerk/Secretary: Kurt Womack
Member At Large: David Mason

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

5. NEWSLETTER

B. McCoy had passed out draft, discussed some items and found spelling errors. Manager Bohler will take to Melchner to print and prepare for mailing, who had done it for previous 3 years. Manager will update mailing list for labels. [M12.20.2018(RM7.00pm), item 5]

6. ADMINISTRATIVE

A) Approve Minutes Special Session January 18, 2019.

Chair Cracknell had some minor revisions, and Kurt needed to clarify a vote.

K. Womack made the motion to accept amended Minutes, seconded by J.A. Holt.

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

B) Copy to thumb drives 2018 documents

K. Womack had transferred 2018 documents to all Board member thumb drives during item 1.

5. MANAGER'S REPORT

A) December 2018 Monthly Report. Don gave his report.

Monthly Report:

Total active customers - 747; Total Water Sales Revenue - \$14,682.37; Total Base Service - \$32,033.17; Total Tax collected - \$3,061.69 (AZ Municipal tax \$13.89); Total Current charges - \$52,973.21. Total Establishment Fees - \$420.00.

Using the current RVS system, Average water bill \$68.60; Total Gallons pumped - 3,500,073; Total Gallons Sold - 2,141,487; Accounted Water Loss - 898,000; Unaccounted Water Loss - 460,586; actual **PERCENT WATER LOSS - 13.16%**. Meters read from 11-19-18 to 12-19-18, 31 days.

Applications 8 owners and 4 renters, no new hook-ups. Water quality tests were good for total Coliform (two per month).

12/18 at Ramada pump station, relocate the 4" main line that was running under the slab, lost 34,000 gallons at 1.5 gpm. 12/19 at Rose Quartz & Turquoise the 4" main line cracked from tree root [M12.20.2018(RM7.00pm), item 3], 864,000 gal. at 20 gpm.; D. Mason asked if this has been leaking for some time - yes. Resident on Gloria relocated their fence out of the easement. Leak detection is on going, found several leaks on customer's side. Have found a leak on Sapphire that will be on next report.

Capital Improvement: 12/17 at 5238 Diamond short cut. 12/31 at 4875 Diamond Dr. long cut, didn't need to make a street cut when dug down to the service because it was "pex" pipe; only upgraded the meter set.

B) Year end report

Don summarized what he wrote for the Newsletter. K. Womack asked that he say how many customers we have, 757. Put in 16 new Hook-ups, Capital Improvement 34 services, replaced 18 services, replaced 14 service lines that were at ground level, repaired five water main breaks. Capital Improvements included replacing 757 meters with the remote radio read meters, two 4” valves at Ramada and Diamond Dr. intersection, torn down the little pump station at Victor and Ramada, backfilled two different locations of exposed water mains that monsoon rains washed out. Thanked two customers who moved their fences out of the easements.

Backfilling to protect water mains ensued, regarding the Rose Quartz at Jean Drive area, which washed out 2006 when Bohlier was the interim manager during the transition from Triangle Development to AZ Corporation Commission, before DVWD was established. K. Womack said a builder he knows asked about lots for sale in DV, Jean Dr. needs to be improved if someone is going to build any homes, wants this to be discussed for budget reasons for a future Agenda item, B. McCoy stated that the District should not be liable for paying for this remedy.

CALL TO THE PUBLIC

Nobody attended.

6. 2019 STATE OF THE DISTRICT ADDRESS

Chair Cracknell used his Newsletter article to give his report. The primary goal of replacing all the meters with the new remote radio read units, helped to keep Don Bohlier on board as our Manager. Still chasing leaks has been a challenge. Thanked fellow Board Members for him to be Chair, looks forward to serving with returning David Mason. *Stated that despite the challenging year in review, “We’re still standing.”*

6. NEXT MEETING PREVIEW

February 28 Regular Meeting, regular reports.



ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 8:24 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 03-05-19.

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 28 , 2019 by D. Cracknell, B. McCoy, J.A. Holt, K. Womack, D. Mason.