

**UNAPPROVED UNOFFICIAL  
MINUTES OF OPEN PUBLIC MEETING  
BOARD OF DIRECTORS  
DIAMOND VALLEY WATER DISTRICT OFFICE**

1277 N. RHINESTONE DR., PRESCOTT, AZ

**10:00 PM**

**Thursday, April 25, 2019**

**CALL to ORDER**

Chair Dave Cracknell called the **Regular Meeting** to order at 6:06 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, and DVWD Attorney **Robert Kozak** was in attendance.

**1. ADJORN TO EXECUTIVE SESSION FOR LEGAL COUNSEL**

Since one Member of the Public had shown up, Chair Cracknell asked Kozak if we should have indicated on the Agenda the Executive Session is not open to the public. He said we could, at risk of excess verbiage.

**2. RETURN TO REGULAR SESSION - ROLL CALL**

Called to order at 7:10pm.

**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:** One Member of the Public. **Don Bohlier** for District Management, and DVWD Attorney **Robert Kozak** was in attendance but excused at item 3.

A) Termination of existing lease, options, and negotiation of potential new lease.

Chair Cracknell asked if there was a consensus to accept recommendations of Attorney Kozak.

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

B) Easement for UniSource Cellular Transmitter at Ramada Tank.

Chair Cracknell asked if there was a consensus to accept recommendations of Attorney Kozak.

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

Chair Cracknell will sign the agreement, using bank Notary.

**3. ANNOUNCEMENTS**

DVWD is now the owner 1597 Lisa Lane, next to water tank pump station. \$11,500 was the purchase price. Has also been surveyed.

#### 4. TREASURER'S REPORT

B. McCoy gave his April report.

Category	28-Feb-19	31-March-19	% Change
Cash Balance	\$556,270.91	\$556,270.91	1.74%
Accounts Receivable	\$ 58,429.55	\$ 55,106.93	-5.69%
Water Revenues	\$ 47,092.33	\$ 45,864.09	-2.61%
New Hookup Contributions/Fees	\$ -	\$ 4,500.00	**%
Total Income	\$ 48,098.03	\$ 54,990.76	14.33%
Cost of Water (Cal. Mo.)	\$ 17,670.07	\$ 13,880.26	-21.45%
Repairs & Maintenance	\$ -	\$ 15,568.34	**%
Capital Outlay - Service Line Replacement	\$ 3,887.60	\$ 36,246.08	**%

\*\*Percentage not shown due to variability extreme variability.

(Note: Sec. asked for clarification of figures, will have revision for approved version)

#### 5. ADMINISTRATIVE

B) Chase transfer update.

A) Approve Minutes of Special Session April 12, 2019.

Chair Cracknell had some minor revisions.

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

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

#### 6. MANAGER'S REPORT

A) Monthly Report. Don gave his report.

March Report:

Total active customers - 742; Total Water Sales Revenue - \$12,570.77; Total Base Service - \$31,852.57; Total Tax collected - \$2,903.52 (AZ Municipal tax \$12.11); Total Current charges - \$50,464.42. Total Establishment Fees - \$245.00.

Using the current RVS system, Average water bill \$65.55; Total Gallons pumped - 2,924,040; Total Gallons Sold - 1,860,469; Accounted Water Loss - 300,000; Unaccounted Water Loss - 763,571; actual **PERCENT WATER LOSS - 26.11%**. Meters read from 2-19-19 to 3-19-19, 29 days.

Applications 4 owners and 2 renters, two new hook-ups at 5439 Onyx Dr. and 1868 Crystal Dr. Water quality tests were good for total Coliform (two per month).

3/5 at 4866 Amber found leak with leak detector, pin hole in galvanized pipe on customer's side; copper service line 1" only needed to upgrade to new meter setter and components. 3/7 at 5149 Diamond Dr. was full street cut Capital Improvement. 3/11 at 4844 Diamond Dr. was a short street cut, couldn't get the water shut down; put in new tap, left old service in until the new valves will be

installed at Diamond/Amber/Lapis 50,000 gallons. 3/15 at 5270 A&B Diamond Dr. was short cut. 3/18,19,20 on Miner Road investigated where the 4” main is running, added markers. 3/20 at 4713 Julie investigated water leak on 3” main, no leak but septic water. 3/20 at Victor & Ramada NPL Gas hit water main, water loss 20,000 gal. 3/21 near Robin/Miner built up rock dams where 4” main is going through the wash. 3/28 at 1864 Moonstone called for out of water, took out meter full of roots. 3/29 at 1528 Garnet black poly service leak, been leaking around a month about 130,00 gal. 3/29 intersection of Diamond/Amber/Lapis put in three isolation valves, loss 100,000 gal.

**CALL TO THE PUBLIC**

Pattie Shroeder asked for clarification about lots next to water tanks, agreement between Prescott Valley and DVWD. Pointed out the road signs do not state Executive Sessions are not open to the public.

**7. NEXT MEETING PREVIEW**

Final Budget spreadsheet review. New meeting location possibility. AFO Manual possible update. Possibility of next meeting first week of May.

**ADJOURNMENT**

Adjourned by consensus.  
**Meeting adjourned at 7:54 PM.**

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

[aa] Robert’s Rules Of Order.

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 05-09-19.

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:** \_\_\_\_\_, 2019 \_\_\_\_\_ by D. Cracknell, B. McCoy, J.A. Holt, K. Womack, D. Mason.