

# MINUTES OF OPEN PUBLIC MEETING

BOARD OF DIRECTORS  
STEPPING STONES COMPLEX  
6719 E. 2ND ST., ROOM #2, PRESCOTT VALLEY, AZ

7:00 PM  
Thursday, May 23, 2019

## 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) DAVID MASON (P)

**Also present:** One Member of the Public. **Don Bohlier** for District Management was in attendance.

## 1. ANNOUNCEMENTS

Chair Cracknell said the move out of Rhinestone building was completed, walk through next Friday with new owner. Keys were turned over.

Barry McCoy's last day. He was in Flagstaff during the snow storm earlier.

Chair asked to [Suspend The Rules], to discuss final transfer to Chase bank, McCoy was primary contact. Chair Cracknell will be the Point Of Contact *for Chase Bank*.

## 2. APPROVE FY 2019-20 BUDGET

D. Mason asked about the Capital Improvements tier 1 and 2; Chair Cracknell said it is under Capital Reserves, should be done in a different format and will be corrected *prior to Public Hearing*. D. Cracknell J.A. Holt made the motion to accept amended Minutes, seconded by.

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

## 3. 2019 AMENDMENTS TO BY-LAWS

Chair Cracknell passed out copies of page 2, revision is in Section 3 regarding qualifications for replacement of a departing board member.

K. Womack made the motion to accept revised By-Law contingent upon clarification by District Attorney, seconded D. Mason.

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

## 4. RESOLUTION 2019-05-23 (CORRECTION TO RESOLUTION 2018-08-14)

Chair Cracknell read the Resolution, pointing out the correction of months. K. Womack noticed the opening paragraph had different months than later paragraphs. B. McCoy noted the last vs. *fourth* Thursday.

Chair Cracknell made the motion to accept amended Resolution, seconded by K. Womack.  
**APPROVED:** 5-0. Cracknell - YES, McCoy - YES, Holt - YES, Womack - YES, Mason - YES.

**5. TREASURER’S REPORT**

Barry made his last report for May, short version is we are looking good.

Category	31-March-19	30-April-19	% Change
Cash Balance	\$556,270.91	\$525,450.23	-5.54%
Accounts Receivable	\$ 55,106.93	\$ 57,391.79	4.15%
Water Revenues	\$ 45,864.09	\$ 48,160.99	5.01%
New Hookup Contributions/Fees	\$ 4,500.00	\$ 8,100.00	**%
Total Income	\$ 54,990.76	\$ 62,214.59	13.14%
Cost of Water (Cal. Mo.)	\$ 13,880.26	\$ 14,556.99	4.88%
Repairs & Maintenance	\$ 15,568.34	\$ 12,055.13	**%
Capital Outlay - Service Line Replacement	\$ 36,246.08	\$ 4,363.34	**%

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

**6. ADMINISTRATIVE**

A) Approve Minutes for Special Session May 17, 2019.

Chair Cracknell had some minor revisions. K. Womack clarified correction of file name numbers, and date for “to be approved” at the very bottom, and said his phone recording stopped during the meeting and wanted clarification of who seconded a motion, and need to clarify batch approval but different votes by D. Mason.

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.

**7. MANAGER’S REPORT**

A) Monthly Report. Don gave his report.

April Monthly Report:

Total active customers - 749; Total Water Sales Revenue - \$15,018.41; Total Base Service - \$32,116.30; Total Tax collected - \$3,090.74 (AZ Municipal tax \$14.39); Total Current charges - \$52,899.40. Total Establishment Fees - \$210.00. Total Late Fees - \$1,122.93.

Using the current RVS system, Average water bill \$69.12; Total Gallons pumped - 3,275,929; Total Gallons Sold - 2,195,301; Accounted Water Loss - 100,000; Unaccounted Water Loss - 980,628; actual **PERCENT WATER LOSS - 29.93%**. Meters read from 3-19-19 to 4-19-19, 32 days. Don did a preliminary evaluation for May water loss, calculated about 15% loss, which will be in next month’s report.

Applications 3 owners and 1 renter, no new hook-ups. Water quality tests were good for total Coliform (two per month).

4/4 called out at 6:00pm about a leak, on customer’s side.

4/10 at 4500 Joan, checked water in wash on Joan, found water in box, dug up their yard line leaking.

4/10 at 1789 Crystal customer called in because meter box was running over, replaced top box.

4/29 at 5360 Onyx Dr., upgrade old black poly service from leak in March.

4/30 at Rose Quartz & Turquoise water main leak caused by tree roots, 100,000 gallons.

Gave board members examples of reports of repairs produced by the new remote meter program, triggered by alerts of possible leaks. About a dozen reports a month. K. Womack asked about adding this as a new line item for the monthly report, under “leak detection”, need to separate from the other leak detection using the audible unit.

*Don met* with the County Inspector on Diamond Drive to show where 13 valves were, during the pavement overlay, for installing the new access covers.

Showed video taken by the Ramada water tank dive inspection, which showed corrosion. Chair Cracknell asked if they gave a lifespan projection, no they would not do that, only recommended recoating the inside. Don would need to contact other tank companies to get quotes for recoating the tank, which involves plumbing in a temporary tank, sandblasting off rust, apply new coating. Watched the 11:30 minute video using McCoy’s laptop. Discussed possibility of posting online.

### **CALL TO THE PUBLIC**

Michael Schumacher said he was available to replace McCoy, wanted the District to stay the course. We requested that he submit a letter of intent, with qualifications, such as being a resident for decades. Discovered the portal using the District website has not been working, Cracknell will contact Sadi the website developer.

### **6. NEXT MEETING PREVIEW (PUBLIC HEARING FOR BUDGET)**

Chair Cracknell has been in contact with the Courier regarding legal ads. K. Womack will post signs, we only need 3 per A.R.S., Kurt suggested five locations (Turquoise, Onyx, Diamond, Ramada, Robin), plus the official box a Grace Church. *Public Hearing will be* on the 14th or 21st, to be announced.

### **ADJOURNMENT**

Adjourned by consensus.

**Meeting adjourned at 8:42 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 06-16-19.

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:** \_\_\_\_\_ JUNE 14, 2019 \_\_\_\_\_ by D. Cracknell, J.A. Holt, K. Womack, D. Mason.