

**MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
MAY16, 2013 REGULAR BOARD MEETING**

Chair, Robert Marley called the meeting to order at 6:30 PM and welcomed the public.

Roll call showed a quorum.

Chair: Robert Marley
Vice-Chair: Lavon Van Dusen
At Large: W. Stice

Treasurer: Barrie Dickerson
Secretary: K. Wolf

Also in attendance: Management – Randy and Sarah Hrabina
Public: Cindy Brannan, Susan Marley

The customary reflection period was observed by the Board and Public.

Agenda Item # 3 Board Member Reports

There were no board member reports.

Agenda Item # 4 Approval of Minutes: 4/18/13 Regular Board Meeting

The minutes from the 04/18/13 regular board meeting were provided to the Board and W. Stice moved to accept the minutes as written. The motion was seconded by L. Van Dusen and upon vote approved unanimously.

Agenda Item # 6 Treasurer's Financial Report and Approval as of 04/30/2013

B. Dickerson presented the financial report for the period ending 04/30/13 with beginning and ending balances for each account reported.

Account	Beginning	Ending
General Fund	\$30,326.88	\$34,583.60
Security Deposit	\$42,425.00	\$42,425.00
Impact/Capital Fund	\$172,688.07	\$178,595.23
Arsenic Sinking Fund	\$37,575.29	\$40,077.85
Recap/ Bank of the West	\$4,637.00	\$9,093.72

NOTE OF SPECIAL INTEREST:

Both the General Fund and Capital Fund had deposits made through Yavapai County for funds recovered from a bad investment/bankruptcy with state "pooled funds". Original loss was written off in 6/2003 in the amount of \$12,841.64. Collection to date, including this month's General Fund entry of \$1,304.44 and Capital Reserve of \$1,469.56, leaves an uncollected balance of \$8,899.45.

April billing with 834 active accounts totaled \$25,574.62. Water consumption for the month of April was reported at 3,882,000 gallons compared to 3,978,000 gallons the previous month and the April 2012 comparison of 5,822,000 gallons. Total gallons billed for the fiscal year-to-date was reported at 46,483,000 gallons (10) months. The two (2) Monthly Cash Management reports for March show actual total receipts deposited of \$31,751.80 and actual Total Disbursements for the month of \$19,025.15. The financials include Quick Books invoices # 1672 to # 1680 and In-Hance Audits #11,505 through #11,546 with the accounts receivable in both In-Hance and Quick Books balancing at \$29,496.86. No new Impact Fees were recorded in April. The reports include the April general journal entries for approval. The data was respectfully submitted by management, Sarah Hrabina, and reviewed by Treasurer, B. Dickerson, for final approval.

L. Van Dusen moved to accept the financial report as presented. K. Wolf seconded the motion and upon vote the financial report for the period ending 04/30/13 was approved.

Agenda Item # 7 Operation's Report and Approval as of 05/13/13

R. Hrabina, Management, presented a recap of the past month's activities with 38 work orders completed including turn-ons, turn-offs, meter re-reads, meter/valve repair/replacement, line break/leak repairs, and other service needs. R. Hrabina reported a main line rupture of a Transite line 4 to 5 ft. long at Abbott St. He also met with County Inspectors in regards to Maren Ave. One water meter was relocated further back on the property as it would have ended up in the blacktop. The County will be working around our main line. There were 4 blue stakes marked for the period and pink slips had not been completed for May. Test results from Test America Labs for monthly Bac-t's (E-Coli & Coliform) for May were negative. Management reported well stats are the same as last month and that pumping levels remain at the 20 foot level.

WELL STATS as of 04/16/13

Same as last report

Water levels:	LAST REPORT	THIS MONTH
Big John #1	20' Draw to 23'	20' Draw to 23'
Big John #2	20' Draw to 26'	20' Draw to 26'
GOA #1	20' Draw to 24'	20' Draw to 24'
GOA # 2	20' Draw to 21'	20' Draw to 21'
Oasis # 1	22' Draw to 25'	22' Draw to 25'
Oasis # 2	22' Draw to 29'	22' Draw to 29'

System Operator, Bob Hanus, inspected the system and daily log book, as required by ADEQ, and found everything to be in order for the month of April 2013.

R. Hrabina reported on the I-17 pipe boring project. The state has waived the engineers stamp and they are going to accept the plans as drawn. Currently the Water District is waiting for the certificates from the insurance Co. that has to be submitted with the permit application. There is specific insurance wording that is required by the state. R. Hrabina indicated he did not believe there would be a lengthy delay in acquiring our certificates and submitting them along with the permit application.

K. Wolf made a motion to accept the Operations Report as presented. B. Dickerson seconded the motion and upon vote the operations report was approved unanimously.

Agenda Item # 5 PUBLIC RATES AND BUDGET HEARING-- to begin at 6:45 P.M.

The public rate and budget hearing was opened by the Chair, R. Marley at 6:45 p.m. The only member of the public attending was Susan Marley. The Chair, R. Marley, opened by reading comments prepared by himself. He gave some thoughts to the issue of upcoming increases and in general a written means of communication to our owner/users. Owner/users who chose not to attend the public rate and budget hearing or were unable to attend can find this document on the BCCWID.org web site under the FYI link. Management will refer customers to the document if any questions arise. In summary, it was stated our Water District is a special district of Yavapai County government with elected board members. Our Treasurer, Chair, budget committee and management determined there is an increasing need to improve the Water District's financial strength. A 20% water rate increase for both residential and commercial will go into effect July 1, 2013. There will also will be a \$3.00/account flat rate increase for Capital Improvements, in addition to the current variable rates of \$1.00/per 1,000 gallons used for residential and \$1.70 for commercial. In the past 4 to 5 years the Water District costs increased about 10%, as has the consumer price index, while revenues have been in a continuous decline. It takes large sums of money to maintain system upgrades and daily maintenance. The Water District continues to encourage conservation through tiered water rates but billing rebalancing will be needed as customers use less water. There was further discussion regarding a few minor changes to the District's Ordinance. Chair, R. Marley, spoke of the need to update the BCCWID Ordinance. Management first suggested striking out the Rebate Program. Secondly, a word change in the portion regarding transfer to a new owner from an active account in good standing was recommended. Additionally, anyone requesting a meeting CD recording will pay a fee of \$10.00 and the district will supply the CD. Lastly, the Stand-by cost has

previously been at \$12.00 for residential or commercial. However, a Capital Improvements flat rate fee of \$3.00 will raise the total Stand-by fee to \$15.00. The meeting was then opened to the public with no comments. After closing the public comment period a motion was made by W. Stice to approve the new rates, budget, and ordinance changes. It was seconded by L. VanDusen and upon vote accepted unanimously.

Agenda Item # 8 2012 Consumer Confidence Report

Copies of the 2012 proposed Consumer Confidence Report and annual letter to our owner/users was presented by management for Board review. It was decided to include information as to the water rate increase of 20% and the \$3.00 flat rate addition to Capital Improvements. The report is lengthy this year in part due to a state requirement to use their forms instead of solely reporting on issues people are most interested in. B. Dickerson made a motion to accept the Consumer Confidence Report as proposed and that motion was seconded by W. Stice and upon vote was unanimously approved.

Agenda Item # 9 Call to the Public

None.

With no other business to come before the Board, the Chair adjourned the meeting at 7:13 P.M.

CERTIFICATION:

I, Sarah J. Hrabina, certify that the Agenda for the MAY16, 2013 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Monday, May 13, 2013 on or before 4:30 PM.

Sarah J. Hrabina
Sarah J. Hrabina

ATTESTED:

I, K. Wolfe, secretary for the Black Canyon City Water Improvement District, certify that the minutes, as transcribed, are true and correct to the best of my knowledge and belief.

Respectfully submitted,

K. Wolfe
K. Wolfe

Transcription of minutes completed on 05/25/2013
C. Brannan, Transcriber. A full recording is available.