

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
July 17, 2014 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

Treasurer: Barrie Dickerson

Vice Chair: Will Stice

Member-at-Large: Susan Marley

Secretary: Lavon Van Dusen

Also in attendance: Management – Randy and Sarah Hrabina

Public: Cindy Brennan, Bean Decker

Reflection time was observed by the Board and Public.

Agenda Item # 3 Board Member Reports

None

Agenda Item # 4 Approval of Minutes: 05/22/14 Regular Board Meeting

The minutes from the 05/22/14 regular board meeting were provided to the Board. With minor typographical corrections, Barrie Dickerson moved to accept the minutes. The motion was seconded by Will Stice and, upon vote, the minutes for the 05/22/14 were accepted unanimously.

Agenda Item # 5 Treasurer's Financial Reports for Approval as of 05/31/14 & 6/30/14

Barrie Dickerson first presented the financial report for the period ending 05/31/14, with beginning, ending and change balances for each account reported.

Account	Beginning	Ending	Change
General Fund	\$61,158.32	\$65,244.74	\$4,086.42
Security Deposits	\$42,925.00	\$43,235.00	\$310.00
Impact/Capital Fund	\$195,647.27	\$206,336.33	\$10,689.06
Arsenic Sinking Fund	\$65,273.66	\$67,297.78	\$2,024.12
Recap/Bank of the West	\$14,231.51	\$15,102.29	\$870.78
Account Totals =	\$379,235.76	\$397,216.14	\$17,980.38

Cash Management:	Deposits	\$39,164.40
	Disbursements	\$21,052.36
	And/less General Journal entries affecting cash accts	\$131.66
	Net Gain/(Loss)	\$17,980.38

May billing with 834 active accounts totaled \$38,865.34. Water consumption for the month of May was reported at 5,618,000 gallons compared to 5,014,000 gallons the previous month and the May 2013 comparison of 6,033,000 gallons. Total gallons billed for the fiscal year-to-date was 51,661,000 gallons (11) months. The financials include Quick Books invoices #1840 to #1851 and InHance Audits #12,173 through #12,245 with the accounts receivable in both In-Hance and Quick Books balancing at \$45,740.00.

One new Impact Fee in the amount of \$2,500.00 was received for new service for a/c#792/Audit#12,198

The data was respectfully submitted by Management, Sarah Hrabina, and reviewed by Treasurer, Barrie Dickerson, for final board approval.

Sue Marley asked Management, Sarah Hrabina, to review figures from the financial report page showing "Billing Recap by Customer Type" in which Water billing total varied significantly from figures shown above. Sarah reported there may have been an adjustment that was not reflected in those figures, and stated she would investigate further and report back with her findings.

Barrie Dickerson then presented the financial report for the period ending 06/30/14, with beginning, ending and change balances for each account reported.

Account	Beginning	Ending	Change
General Fund	\$65,244.74	\$69,079.52	\$3,834.78
Security Deposits	\$43,235.00	\$43,665.00	\$430.00
Impact/Capital Fund	\$206,336.33	\$217,750.54	\$11,414.21
Arsenic Sinking Fund	\$67,297.78	\$69,297.97	\$2,000.19
Recap/Bank of the West	\$15,102.29	\$4,837.62	(\$10,264.67)
Account Totals =	\$397,216.14	\$404,630.65	\$7,414.51

Cash Management:	Deposits	\$34,281.42
	Disbursements	\$26,849.10
	And/less General Journal entries affecting cash accts	\$17.81
	Net Gain/(Loss)	\$7,414.51

June billing with 834 active accounts totaled \$44,053.69. Water consumption for the month of June was reported at 6,659,000 gallons compared to 5,618,000 gallons the previous month and the June 2013 comparison of 6,024,000 gallons. Total gallons billed for the fiscal year-to-date was 58,320,000 gallons (12) months. The financials include Quick Books invoices #1852 to #1857 and In-Hance Audits #12,246 through #12,285 with the accounts receivable in both In-Hance and Quick Books balancing at \$55,972.41.

No new Impact Fees for new service were collected in June.

The data was respectfully submitted by Management, Sarah Hrabina, and reviewed by Treasurer, Barrie Dickerson, for final board approval.

Will Stice moved to accept the Financials report with Lavon Van Dusen seconding the motion. Upon vote the financial reports for May and June were unanimously approved.

Agenda Item # 6 Operation's Report and Approval as of 07/14/2014

Randy Hrabina presented the Operation's Report, giving a recap of the past two months activities with 48 work orders completed including turn-ons, turn-offs, meter re-reads, meter/valve repair/replacement, line break/leak repairs, and other service needs. There were 9 blue stakes marked for the period. There were 29 pink slips mailed in June and 48 mailed in July. Test results from Test America Labs for monthly Bac-t's (E-Coli & Coliform) for June and July were negative.

Annual TTHM's and HAA5 were completed for Disinfectant and Disinfection By-Products. Test results with all levels well below allowable limits were sent to ADEQ as required.

Map testing came back from state well below ADEQ requirements.

WELL STATS: No change

<u>Water levels:</u>	<u>LAST REPORT</u>	<u>THIS MONTH</u>
Big John #1	23' Draw to 25'	23' Draw to 25'
Big John #2	23' Draw to 27'	23' Draw to 27'
GOA #1	23' Draw to 25'	23' Draw to 25'
GOA # 2	23' Draw to 24'	23' Draw to 24'
Oasis # 1	23' Draw to 25'	23' Draw to 25'
Oasis # 2	23' Draw to 27'	23' Draw to 27'

The annual Consumer Confidence Report was submitted to ADEQ and mailed to all customers.

System Operator, Bob Hanus, inspected the system and daily log book, as required by ADEQ, and found everything to be in order for the months of May and June 2014.

Sue Marley made a motion to accept the Operations Report as presented. Lavon Van Dusen seconded the motion and upon vote the operations report was unanimously approved.

Agenda Item # 7 Review of Capital Improvement Project-Bertha Street

Operations reported the Bertha Street project was expected to proceed following the time table approved by the Board. A request for bids will be published in the Prescott newspaper in August with bids to be received a week or so prior to the September board meeting. The Board will then open the bids at the September meeting and possibly approve a bidder to proceed with the job, which should be projected for completion in the early fall. This report was for information purposes only and no Board action was required at this time.

Agenda Item # 8 District Insurance

The District insurance policy is up for renewal. Management has answered questions submitted annually by our insurer, filing the necessary paperwork. The Insurer is expected to get back to the District soon with costs for the next fiscal year. No changes are expected to be made so no Board action was required for this item.

Agenda Item # 9 Board Election - November 4, 2014 (2 Positions)

The BCCWID office has the required filing paperwork for anyone interested in running in the next general election for the Water District Board. There will be two Board positions open. The paperwork can also be obtained online from the county (the forms there are interactive PDF's). Only one Board member plans on seeking re-election. This report was for information purposes only and no Board action was required at this time.

Agenda Item # 10 Call to the Public

None

With no other business to come before the Board, the Chair adjourned the meeting at 7:07 P.M.

CERTIFICATION:

I, Sarah J. Hrabina, certify that the Agenda for the July 17, 2014 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Tuesday, July 15, 2014 on or before 4:30 PM.

Sarah J. Hrabina

Sarah J. Hrabina

ATTESTED:

I, Lavon Van Dusen, Secretary for the Black Canyon City Water Improvement District certify that the minutes, as transcribed by myself, are true and correct to the best of my knowledge and belief.

Respectfully submitted,

Lavon Van Dusen

Lavon Van Dusen

Transcription of minutes completed on 08/19/14
A full recording is available – 37.49 minutes.