

**OFFICIAL MINUTES FOR THE  
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT  
July 25, 2017 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:47 PM.

Roll Call showed a quorum present:

Dave Moore, Chair; Eva Berst, Vice Chair, Carol Ramirez, Member-at-Large, Scott Quillen, Secretary

Not in attendance: Barrie Dickerson, Treasurer

Also in attendance: Management– Randy Hrabina, Sarah Hrabina

Owners/Users/Public: Cindy Brannan, Tony Chandler, Dorothy Hanes, Bob Hansel

The Chair asked for a moment of silence for the customary Reflection Time

**Agenda Item #3 Board Member Reports**

Dave Moore reported the postings made to BCCWID website and Eva Berst reported the postings to the Black Canyon City Bulletin Board on Facebook.

**Agenda Item #4 Approval of Minutes: 05/23/17 Regular Board Meeting**

Chair asked for any corrections noted by the board to the May meeting minutes. No corrections were noted. Eva Berst motions for the May meeting minutes to be accepted. Dave Moore seconds the motion. The motion passed unanimously.

**Agenda Item #5 Treasurer's Financial Report for Approval as of 5/31/17 and 6/30/17**

The Chair called upon Sarah Hrabina (Treasurer absent) to present the financial reports.

For the period ending 05/31/2017:

Account	Beginning	Ending	Change
General Fund	\$37,014.84	\$25,211.86	- \$11,802.98
Security Deposits	\$44,475.00	\$44,980.00	+ \$505.00
Impact/Capital Fund	\$305,475.69	\$318,369.46	- \$12,893.77
Arsenic Sinking Fund	\$97,893.14	\$100,046.65	+ 2,153.51
Recap/Bank of the West	\$10,532.15	\$16,129.30	+\$ 5,597.15
Account Totals =	\$495,390.82	\$504,737.27	+\$ 9346.45

Cash Management	Deposits	\$43,907.56
GJ Adjustments:		
Monthly Scanner Fee		- \$45.00
Returned ck/fee (a/c#99)		- \$38.96

Cash Management	Disbursements	<u>-\$34,477.15</u>
	Net Gain/(Loss)	+ \$9,346.45

May billing totaled \$39,205.18. Water consumption for the month was reported at 4,336,600 gallons compared to the 4,679,000 the previous month and the May 2016 comparison of 4,578,000 gallons. Total gallons billed for the fiscal year-to-date was 47,091,000 gallons (11 months); down in comparison to previous fiscal year-to-date of 51,055,000 gallons. The financial include Quick Books invoices #2237 to #2247 and In-Hance Audits #14,066 to #14,136 with the accounts receivable in both In-Hance and Quick Books balancing at \$19,359.39. No impact fees were collected in the month of May.

For the period ending 06/30/2017:

Account	Beginning	Ending	Change
General Fund	\$25,211.86	\$37,652.39	+ 12,440.53
Security Deposits	\$44,980.00	\$45,110.00	+ 130.00
Impact/Capital Fund	\$318,369.46	\$ 318,531.45	+\$ 161.99

Arsenic Sinking Fund	\$100,046.65	\$100,098.86	+\$ 52.21
<u>Recap/Bank of the West</u>	<u>\$16,129.30</u>	<u>\$ 21,571.91</u>	<u>+\$ 5,442.61</u>
Account Totals =	\$504,737.27	\$522,964.61	+\$ 18,227.34

Cash Management	Deposits	\$40,741.45
GJ Adjustments:		
Monthly scanner fee		-\$45.00
Cash Management	Disbursements	<u>-\$22,469.11</u>
	Net Gain/(Loss)	+ \$18,227.34

Note: disbursements (above & beyond the ordinary expenditures) included: legal fees of \$5,000, engineer \$2,165 and capital expense to valve project (Labor) \$3,600.

June billing totaled \$45,697.45. Water consumption for the month was reported at 5,441,000 gallons compared to 4,336,000 gallons the previous month and the June 2016 comparison of 6,400,000 gallons. Total gallons billed for the fiscal year-to-date was 52,532,000 gallons (12 months); down in comparison to previous fiscal year-to-date of 57,455,000 gallons. The financials include Quick Books invoices #2248 to #2257 and In-Hance Audits #14,137 through #14,191 with the accounts receivable in both In-Hance and Quick Books balancing at \$25,585.72

No impact fees were collected in the month of June.

Carol Ramirez moved to accept the Treasurer's Reports with a correction to the amount paid to the engineer in the 6/30/17 report as noted by the Chair. Eva Berst seconded the motion and upon vote the Treasurer's Reports for 5/31/17 and 6/30/2017 were both approved.

**Agenda Item #6            Operations Report and Approval as of 07/24/2017**

Randy Hrabina presented the Operations Report, giving a recap of the May 23 through July 24 activities with 49 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 16 blue stakes marked for the period; 41 pink slips. Test results from Test America for monthly Bac-t's (E-Coli & Coliform) for the month were negative.

WELL STATS: Well levels continue to remain unchanged and in the "normal" range

<u>Water Levels:</u>	<u>Last Report/May 2017</u>	<u>This Report/July 2017</u>
Big John #1	21' Draw to 24'	21' Draw to 24'
Big John #2	21' Draw to 25'	21' Draw to 25'
GOA #1	22' Draw to 24'	22' Draw to 24'
GOA # 2	22' Draw to 24'	22' Draw to 24'
Oasis # 1	23' Draw to 25'	23' Draw to 25'
Oasis # 2	23' Draw to 27'	23' Draw to 27'

System Operator, Bob Hanus, inspected the system and daily log book, as required by ADEQ, and found everything to be for the month of April 2017. The board discussed arsenic levels with management and any anticipation of work related to it. Eva Berst moved to accept the Operations Report as presented. Carol Ramirez seconded the motion and upon vote the Operations Report as of 7/25/2017 was approved.

**Agenda Item #7            TPN501-03-017P Easement Restoration Project**

Chair opened the three received bids for the easement restoration project. Bids received were from Hansel Construction, Chandler Construction, and Inground Construction Inc. All three contractors have valid and current licenses and insurance information. Bids were opened with Hansel Construction bid at \$19,700. Chandler Construction bid at \$20,000. Inground Construction bid at \$113,700. All three meet necessary criteria for the project. Chair asks questions of the two companies who attended related to the bids and work. Carol Ramirez

motions for the acceptance of the bid from Hansel Construction. Scott Quillen seconds the motion. The motion is voted and carries with Hansel Construction being accepted.

**Agenda Item #8            2015-16 Audit/CPA Engagement Authorization**

Board discusses the start of the Audit/CPA Engagement. Eva Berst motions for acceptance of Alex Cohen to begin the audit. Carol Ramirez seconds the motion. The motion is voted on and carries unanimously.

**Agenda Item #9            Update on Ansel v. BCCWID Yavapai Co Superior Court #P1300CV2016-00448**

Chair states it would not be appropriate for a lengthy discussion to be had regarding the lawsuit. Chair briefly updates the board on the current situation with the case being in pre-trial.

**Agenda Item #10        Call to the Public**

Dorothy Hanes introduced herself and asked about how the Board and Management works. The Chair provided a brief outline of the responsibilities of each. The Chair thanked Dorothy for attending.

**With no other business to come before the Board, the Chair adjourned the meeting at 6:27 P.M.  
Chair Dave Moore noted the next Regular Board Meeting will be on September 26, 2017.**

**Certification:**

I, Sarah J. Hrabina, certify that the Agenda for the July 25, 2017 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on July 21, 2017, on or before 4:30 PM.

Sarah J. Hrabina  
Sarah J. Hrabina

**ATTESTED:**

I, Scott Quillen, 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,

Scott Quillen  
Scott Quillen, Secretary

Transcription of minutes completed on 08/13/2017. A full recording is available: 40:02 minutes.