

**Minutes, Green Valley Water District
December 13, 2017**

1. Call to Order at 9:30 AM by Chairman R. Hedden

Roll Call: Clerk of the Board

Board Present: Patricia Carlstad
Michael Cochran
Robert Hedden
Len Murphy
Richard Newman
Curt Wagner
John Wilson

Board Absent: None

A quorum was announced

2. Election of 2018 Board Officers: The Clerk announced that there was one candidate for Chairman, Robert Hedden and one candidate for Vice Chairman, John Wilson.

I move to approve Robert Hedden for 2018 Chairman and John Wilson for Vice Chairman of the Green Valley Water District Board of Directors for 2018. Their terms commence on January 1, 2018.

Move: M. Cochran 2nd J. Wilson Approved: 6/0 Chair Abstains

3. Approval of 2018 Committee Chairs: The Clerk presented the 2018 slate of Committee Chairs (attached). A motion for approval was called for.

I move to approve the slate of committee chairs for 2018 as presented.

Move: J. Wilson 2nd M. Cochran Approved: 6/0 Chair Abstains

4. Approval of the November 9, 2017 Board Minutes_v2 and Executive Minutes_v2

I move to approve the November 9, 2017 Board Minutes_ V2.

Move: M. Cochran 2nd J. Wilson Approved: 6/0 Chair Abstains

I move to approve the November 9, 2017 Executive Minutes_ V2.

Move: M. Cochran 2nd J. Wilson Approved: 6/0 Chair Abstains

5. Operation report: L. Hoffman

Staff News & Training

- Monthly Safety meeting was on Personal Protection Equipment (PPE) safety.
- L. Burrell completed a class on Excelling in management and supervisor training.

Bids: none

Construction: ADOT's pipeline installation is scheduled to start in March or April 2018.

Maintenance:

- Field Staff completed 130 work orders and 22 Blue stakes.
- Jim and Kevin continue operating gate valves, flush outs and fire hydrants as part of the annual maintenance program 815 main line valves (19 were closed and 10 were broken), 380 fire hydrants (1 needs to be repaired) and 114 flush outs (1 was broken). All annual maintenance should be completed by March 2018.
- Two curb stops were broken and had to be replaced.
- Seven meters were replaced and/or swapped out.
- Five service leaks were repaired.

Miscellaneous News & Information: None

Meetings with:

- C. Wagner and L. Hoffman met with ADOT to discuss the installation of the 8 and 12 inch water lines.
- The Tech Committee.
- Sahuarita Water Co to give operational advice on their treatment plant.

Review of financials

The financial statement for November was discussed in detail. See attached. Both the water pumped and water sold are down. Year to date the operating expenses continue to be less than budget except for electricity while revenue is slightly up.

R. Hedden noted that Meritage is considering building on 60 lots (Blocks 22/27). The District needs to be able to assure having adequate water pressure. Dorn is also considering complete build outs at the top his development, there no infrastructure in place. The impact of these housing increases on our system will be considered at the January Tech Committee.

6. General Business: discussion and action on

A. L. Hoffman, District Manager

L. Hoffman handed out the revised capital budget which is through November, 2017 (attached). Capital expenditures now include of the betterment of the pipe line on the ADOT project. The 5 year capital plan will not be modified until March after the ADOT project is completed and a plan for when the valve project can be scheduled.

B Finance Advisory Committee: L. Murphy

Update on issuance of audit report. The final audit report was received. It was sent to the bank and they have acknowledged receipt.

- Software issues: Support is no longer available for the general ledger program being used by the District. The office will pursue obtaining a program that has support.
- Update on water revenue and major customers: Turf billings for July through November 2017 are up \$15,000 compared to the 2015, but down \$6,000 from 2016. Total revenue for July through November 2017 is down \$11,000 from last year.
- Discussion regarding an anticipated 2018/2019 rate increase: L. Murphy handed out a revised rate schedule (attached). The first increase will be effective February 1, 2018. Some minor changes in the verbiage were made. These revisions will be made and printed out for presentation at the Public Hearing.

I move to approve the rate changes as proposed along with changes as discussed today for presentation at the January 8, 2018 Public Hearing.

Move: J. Wilson 2nd M. Cochran Approved: 6/0 Chair Abstains

The notification of the Public hearing to appear on the back of the bill was reviewed and approved.

The rate increase notification that will appear on the December Bills was reviewed. The article written on the proposed rate changes was discussed. Due to the many different opinions the article will be sent out to the board to suggest changes by Wednesday. General consensus was to include the rates. P Carlstad will receive the changes and make revisions as necessary and provide to the office for posting.

C. Technical Advisory Committee: C. Wagner

- The project meeting with ADOT staff went well. The project is to start in March or April. There will be construction meetings in January.
- Regarding block 36, the development there was to be a secondary water source for the hospital. If this construction does not happen, the District becomes vulnerable as to its ability to provide water in an emergency. This will be discussed in the January Tech Committee meeting.

D. Personnel Committee: R. Newman No report

R. Newman noted that he and P. Carlstad will be meeting with the District's Attorney regarding the job descriptions on January 8, 2018.

E. Chairman's comments: R. Hedden

- R. Hedden noted that he had met with Morgan North and advised him of the Board's decisions as instructed at the November 9, 2018 Executive Session.
- Update on the June 2017 Bureau of Reclamation report. This report can be viewed at <https://www.usbr.gov/lc/phoenix/programs/GREENVALLEY/GVWSSPrelimAsmnt.pdf>

6. Call to the Public: There was no response.

7. Announcements:

- The next Finance and Technical Committee meetings will be Wednesday, January 3, 2018 at 8 AM and 10 AM respectively in the GVWD Conference Room.
- The Public Hearing on rates will be Monday, January 8, 2018 at 1 PM with the regularly scheduled Board meeting immediately following. These meetings will be held in the mesquite room at the Canoa Hills Recreation Center.
- Committee Chairs are asked to update their committee members for approval at the January 8 Board Meeting.

8. Adjournment:

I move to adjourn.

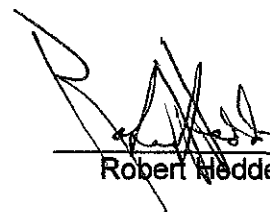
Move: J. Wilson 2nd: M. Cochran Approved: 6/0 Chair Abstains

The meeting was adjourned at 10:50 AM

Minutes approved January 8, 2018

GREEN VALLEY DOMESTIC
WATER IMPROVEMENT DISTRICT

By Karen Thornton
Karen Thornton, Clerk of the Board



Robert Hedden, Chairman