

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **June 15, 2021**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

1. **Call to order and roll call.**
2. **Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
3. **Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
4. **Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. Approval of May's Board meeting minutes.
 - B. Approval of May's financials.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Discussion and Approval of the 2021/2022 Budget due to Yavapai County June 16th.
 - B. Status Update and Discussion about USDA Grant/Loan Projects.
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03. A.
 - A. Personnel
7. **Announcements.**
 - A. Next Board Meeting July 20, 2021 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated: 6/11/21 Posted at: (time) 11:30 AM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

Oak Creek Water District

“Serving West Sedona Since 1953”

90 Oak Creek Blvd
Sedona, AZ 86336

Date: June 15, 2021

RE: General Manager Report

Financial

The billing charges for June 2021 was \$44,000.

Infrequent and one-time expenses in April:

\$9,025 Ullmann Six Month Reporting Bill

\$4,000 Second payment for ADEQ plan review

Infrequent and one-time revenue for April:

None

Operations

Replaced 34 meters. Repaired service line leaks at 280 Saddlerock and 160 Saddlerock.

Brian passed his Water Treatment 1 exam.

Management

USDA Grant/Loan. ADEQ approved the Arsenic/Storage Tank Rehabilitation plans. Plans and Specifications are now with USDA. A conference call with Co-Bank of Denver, OCW and Steve Wene took place yesterday for the bridge loan. SWI continues working on water main replacement plans.

District Transfer Items

Accounts are now transferred at National Bank of Arizona. A reverse fund account was also created as required by USDA. Name changes are being made with Sam.gov and the meter grant system.

Budget

Attached is the proposed budget for the July 2021 – June 2022 fiscal year. Yavapai County requires our budget be submitted by June 16th. Therefore, the budget needs to be approved at today's board meeting. Most of the budget is based on previous years expenses with minor adjustments made. The line items that need to be discussed are Salary and Wages section, the proposed 5-Year rate study by Tom Bourassa along with the corresponding incremental water usage rate increase projected for January. The truck lease will be paid off in December. The WIFA loan will be absorbed into the USDA grant/loan early next year. The biggest unknown is always the Repair to Plant section.

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 - A. Approval of April's Board meeting minutes.
 - B. Approval of April's financials.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Discussion about proposed 2021/2022 Budget due to Yavapai County June 16th.
 - B. Status Update and Discussion about USDA Grant/Loan Projects.
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03. A.
7. **Announcements.**
 - A. Next Board Meeting June 15, 2021 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated: 5/14/21 Posted at: (time) 11:30 AM

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**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, May 18, 2021**

1. Call to order and roll call:

- Called to order at 4:30 P.M.

Present: Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey, Paul Slevin, Chan Smith
Absent: Bob Bareuther

- Sign-in Sheet of attendees attached

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD. See GM attachment.

4. Consent Agenda Items:

A. Approval of April 2021, BOD meeting minutes.

B. Approval of April 2021, financials.

- Paul Slevin made motion to approve all Consent Agenda Items/
seconded by Paul LeFevre/ all approved.

5. Regular Agenda Items:

A. Discussion about proposed 2021/2022 Budget due to Yavapai County June 16th. Approval of the budget will take place at the June meeting.

B. Status Update and Discussion about USDA Grant/ Loan Projects.

No action taken

6. Executive Session Items:

7. Announcements:

- Next Board Meeting – June 15, 2021, 4:30 P.M.

8. Adjournment:

- 5:01 P.M./ Move to adjourn: Paul Slevin

Respectfully submitted,
Creed Ostler

Secretary, Oak Creek Domestic Water Improvement District

**OAK CREEK WATER DISTRICT
PROPOSED 2021-2022 BUDGET**

Operations		\$ 125,000.00
Repairs to Plant - Contractor - Mains	\$ 10,000.00	
Repairs to Plant - Contractor - Electrical	\$ 10,000.00	
Repairs to Plant - Contractor - Wells	\$ 5,000.00	
Repairs to Plant - Hydts, Valves	\$ 6,000.00	
Operations: Materials and Supplies	\$ 24,970.00	
Operations: Tools and Shop	\$ 3,920.00	
Power Purchased	\$ 45,000.00	
Aid to Construction	\$ 400.00	
Insurance - Property and Liability	\$ 10,100.00	
Transportation Expenses	\$ 9,610.00	
Office		\$ 110,000.00
Advertising	\$ 2,280.00	
Billing Expenses	\$ 20,580.00	
Telecommunications	\$ 11,400.00	
Office Utilities	\$ 4,935.00	
Office Supplies/Equipment	\$ 4,305.00	
Officers Insurance	\$ 2,000.00	
Water AZ Sales Taxes & City Franchise Fees	\$ 64,500.00	
Contractual Services		\$ 45,000.00
Contractual Accounting	\$ 15,000.00	
Contractual Accounting-Cost of Service Study	\$ 15,000.00	
Contractual Legal	\$ 6,000.00	
Contractual Testing	\$ 6,000.00	
Contractual Monitoring & Security	\$ 3,000.00	
Personnel		\$ 250,000.00
Salaries and Wages	\$ 206,400.00	
Unemployment & Employer Taxes 8.35%	\$ 17,000.00	
Benefits and IRA	\$ 23,100.00	
Insurance Liability, Workman	\$ 3,500.00	
Reserves & Debt		\$ 82,100.00
Short Term Reserves (USDA Req. \$20,700)	\$ 41,400.00	
Loan Principal (WIFA, Credit Line)	\$ 21,500.00	
Loan Interest (WIFA, Credit Line)	\$ 15,360.00	
National Bank of Arizona Equity Loan	\$ 3,840.00	
Total Expenses		\$ 612,100.00
Operations Revenue		\$ 615,000.00

**Public Hearing at 4:30pm on June 15, 2021: Proposed Budget
Public Comments Prior to Board Voting
Comments can be sent prior to the meeting at info@oakcreekwater.com**

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd
Sedona, AZ 86336

Date: May 14, 2021

RE: General Manager Report

Financial

The billing charges for May 2021 was \$51,600.

Infrequent and one-time expenses in April:

\$4,000 ADEQ Plan Review Fee (Second \$4,000 in June)

\$747 Draxler Property Insurance

\$180 Braum Fire Projection

Infrequent and one-time revenue for April:

None

Operations

Repaired service leak at 265 Rockridge. Replaced 15 meters. An APS power surge at Well 4 blew all three fuses. An APS transformer blew a fuse causing the Airport Mesa to be without water last Friday for about 4 hours. We have requested SWI to include a generator in the USDA grant/loan project as part of the tank rehabilitation.

Management

USDA Grant/Loan. OCW/SWI met to go over material price increases and the priority order of the water main projects. SWI stated the Arsenic treatment plans are forth in line to be reviewed by ADEQ and hopefully they receive comments within two weeks. Co-Bank of Denver requested additional information for the bridge loan. See attached info from the SWI meeting.

District Transfer Items

National Bank of Arizona corporate staff approved the name change and ready for us to sign and open the reserves savings account. New signature cards will be needed. Name changes are being made with Sam.gov and the meter grant system.

Budget

Attached is the proposed budget for the July 2021 – June 2022 fiscal year. Yavapai County requires our budget be submitted by June 16th. Therefore, the budget needs to be approved at the June 15th board meeting. Most of the budget is based on previous years expenses with minor adjustments made. The line items that need to be discussed are Salary and Wages section, the proposed 5-Year rate study by Tom Bourassa along with the corresponding incremental water usage rate increase projected for January. The truck lease will be paid off in December. The WIFA loan will be absorbed into the USDA grant/loan early next year. The biggest unknown is always the Repair to Plant section.

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OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

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AGENDA

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 - A. Approval of March's Board meeting minutes.
 - B. Approval of March's financials.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Status Update and Discussion about USDA Grant/Loan Projects.
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03. A.
7. **Announcements.**
 - A. Next Board Meeting May 18, 2021 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated:

4/16/21

Posted at: (time)

12:00 PM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, April 20, 2021**

1. Call to order and roll call:

- Called to order at 4:30 P.M.

Present: Bob Bareuther, Doug Bowen, Creed Ostler, Paul Slevin, Chan Smith

Absent: Paul LeFevre, Ron Rovey

- Sign-in Sheet of attendees attached

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD. See GM attachment.

This should be the last time OCDWID will be required to pay property taxes.

4. Consent Agenda Items:

A. Approval of March 23, 2021, BOD meeting minutes.

B. Approval of March 2021, financials.

- Bob Bareuther made motion to approve all Consent Agenda Items/
seconded by Chan Smith/ all approved.

5. Regular Agenda Items:

A. Status update and discussion about USDA grant/loan projects.

No action taken

6. Executive Session Items:

We are now at a point in the year that a courtesy phone call to remind the same users of their continual delinquent payments will stop, and we will now shutoff their water.

7. Announcements:

- Next Board Meeting – May 18, 2021, 4:30 P.M.

8. Adjournment:

- 5:25 P.M./ Move to adjourn: Chan Smith

Respectfully submitted,

Creed Ostler

Secretary, Oak Creek Domestic Water Improvement District

Oak Creek Water District

“Serving West Sedona Since 1953”

90 Oak Creek Blvd
Sedona, AZ 86336

Date: April 20, 2021

RE: General Manager Report

Financial

The billing charges for April 2021 was \$38,800.

Infrequent and one-time expenses in April:

\$8,900 VP Ventures – Well 4 Inspection

\$8,100 Yavapai County Property Taxes

\$567 Freedom Mailing, Arsenic/Newsletter

Infrequent and one-time revenue for April:

None

Operations

Jim and Brian replaced 26 meters. Well 4 was inspected and is in good shape. The inspector in the field spoke incorrectly. The Well's static level only dropped two feet since 2003. One service line leak was repaired.

Management

USDA Grant/Loan. OCW/SWI had a pre-submittal conference call with ADEQ. Plans are now submitted to both USDA and ADEQ. Received two quotes for the USDA bridge interim loan of \$2,325,000. Co-Bank of Denver is the lowest and best and has asked for more information to start working on the application.

District Transfer Items

We received the official letter from the IRS changing our name from a company to a district, with no change in EIN. National Bank of Arizona stated they would have to submit the IRA, Yavapai Resolution and ACC Resolution to their support team to determine proper name. We will then set up an appointment to change the name and open a savings account for the USDA reserves. New signature cards will be needed. Name changes are being made with Sam.gov and the meter grant system.

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **March 16, 2021**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

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 - A. Approval of February's Board meeting minutes.
 - B. Approval of February's financials.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Daniel Jourdier, 280 Ross Road. Water Pressure/Basement
 - B. Discussion and possible action about adopting the Rules and Regulations.
 - C. Status Update and Discussion about USDA Grant/Loan Projects.
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03. A.
 - A. Personnel
7. **Announcements.**
 - A. Next Board Meeting April 20, 2021 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated: 3/12/21 Posted at: (time) 3:00 PM

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**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, March 23, 2021**

1. Call to order and roll call:

- Called to order at 4:30 P.M.

Present: Bob Bareuther, Doug Bowen, Ron Rovey, Paul LeFevre

Absent: Creed Ostler, Paul Slevin, Chan Smith

- Sign-in Sheet of attendees attached

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD. See GM attachment.

4. Consent Agenda Items:

A. Approval of February 16, 2021, BOD meeting minutes.

B. Approval of February 2021, financials.

- Paul LeFevre made motion to approve all Consent Agenda Items/ seconded by Bob Bareuther/ all approved.

5. Regular Agenda Items:

A. Discussion with Daniel Jourdir of 280 Ross Rd about flooded basement issue.

Daniel Jourdir presented his incident and receipt of expenses to the BOD. Ron Rovey explained that the Rules and Regulations do not allow for compensation to customers for incidents beyond the meter. No action taken.

B. Discussion and possible action about adopting the Rules and Regulations.

Paul LeFevre made a motion to approve updated Rules and Regulations, with implementation on March 23, 2021/second by Bob Bareuther / all approved.

C. Status Update and Discussion about USDA Grant/Loan Projects

No action taken.

6. Executive Session Items

Ron Rovey moved that based upon the Compensation Committee's review and the Board's discussions in Executive Session, the following actions be taken:

1. Since Jim Reider has faithfully, diligently and well served OCWD for three years without any adjustments to his salary, the total salary for Jim Reider shall be increased to \$80,000 per year (\$6,000 of the \$80,000 being for "employee benefits") effective April 1, 2021;
2. No additional salary adjustment will be considered for Jim Reider in the June 2021 Budget process; and
3. The Board will review and consider adjustments to the salaries for Jody Moreno and Brian Bratcher in the June 2021 Budget process.

Paul LeFevre seconded the motion, which passed unanimously (four directors present plus Paul Slevin's vote in favor by text message).

7. Announcements:

- Next Board Meeting – April 20, 2021, 4:30 P.M.

8. Adjournment:

- 6:18 P.M./ Move to adjourn: Ron Rovey

Respectfully submitted,

Jody Moreno (in Secretary Creed Ostler's absence)

Business Manager, Oak Creek Domestic Water Improvement District

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd
Sedona, AZ 86336

Date: March 22, 2021

RE: General Manager Report

Financial

The billing charges for March 2021 was \$36,000.

Infrequent and one-time expenses in March:

\$915 Core and Main - Stock, Repairs

\$111 Raindance – Rockridge Low Pressure

Infrequent and one-time revenue for March:

None

Operations

Jim and Brian replaced 28 meters. Low pressure issue recurred at 50 & 70 Rockridge Drive. They discovered roots in the service line. Met with SWI at tank and well sites. Two service line leaks were repaired.

Management

USDA Grant/Loan. OCW met with SWI last week to fine tune the Arsenic Treatment Plant design drawings and the storage tank rehab drawings. SWI has begin process of submitting drawings and specifications to USDA and to ADEQ for approval. Robert from USDA stated I should start working on the bridge interim loan of \$2,325,000. I contacted his recommended Co-Bank of Denver and RCAC out of Phoenix for term sheets. The interest for this bridge loan was already included in the project financing. Once we reach that loan limit USDA takes the loan over and then the grant portion starts.

District Transfer Items

Called IRS asking for status of name change without changing EIN. Representative created a report and was going to place a 30-day rush on it. We should have the name change by the beginning of April. Arizona National Bank Accounts will have to be switched either by name or new accounts.

Parking along Oak Creek Blvd

Photo documented many days of a stream of cars parked in street even with neighbor present. The sign is not being followed or enforced.

Airport Suppression System

Not a word.

Rules and Regulations

Revisions made and ready for approval.

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

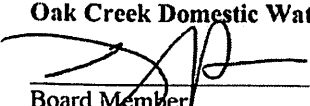
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 - A. Approval of January's Board meeting minutes.
 - B. Approval of January's financials.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Jim Reider, Operations Manager, to discuss equipment needs.
 - B. Discussion and possible action about adopting the Rules and Regulations.
 - C. Status Update and Discussion about USDA Grant/Loan Projects.
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03. A.
 - A. Personnel
7. **Announcements.**
 - A. Next Board Meeting March 16, 2021 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated:

2/12/21

Posted at: (time)

1:30PM

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**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, February 16, 2021**

1. Call to order and roll call:

- Called to order at 4:33 P.M.

Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey,
Paul Slevin, Chan Smith

- Sign-in Sheet of attendees attached

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD. See GM attachment.

4. Consent Agenda Items:

A. Approval of January 19, 2021, BOD meeting minutes.

B. Approval of January 2021, financials.

- Bob Bareuther made motion to approve all Consent Agenda Items/
seconded by Paul Slevin/ all approved.

5. Regular Agenda Items:

A. Jim Reider, Operations Manager, to discuss equipment needs.

Discussion of the possible acquisition of a HyrdoExcavator

B. Discussion and possible action about adopting the Rules and Regulations

After adoption, a cover sheet is placed with the "Rules and Regulations"
and "Standards and Specifications Manual," allowing small amendments
to occur. When a major change takes place, these small changes will be
added and a full motion for change and adoption will take place.

C. Status update and discussion about USDA grant/loan projects.

6. Executive Session Items:

- Ron Rovey made motion to make Maintenance Hourly a Salaried Employee,
working a minimum of 36 hours a week and then, on call.

Seconded by Paul Slevin/ all approved.

- Sick leave will be used at an hourly rate. The first hour must be taken for 60
minutes, with the continuing usage in 30 minute increments.

- Employees will receive their performance and compensation evaluation in
June.

7. Announcements:

- Next Board Meeting – March 16, 2021, 4:30 P.M.

8. Adjournment:

- 6:00 P.M./ Move to adjourn: Chan Smith

Respectfully submitted,

Creed Ostler

Secretary, Oak Creek Domestic Water Improvement District

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd
Sedona, AZ 86336

Date: February 16, 2021

RE: General Manager Report

Financial

The billing charges for February 2021 was \$41,000.

Infrequent and one-time expenses in February:

\$8,279 100 Badger Meters (50% was paid by grant)

\$1,845 Scotts Az Pump Repair

\$3,075 Applied Divers for Tank Inspection – USDA reimbursable

\$597 write off bad debt for Rockridge Drive.

Infrequent and one-time revenue for February:

\$2,300 Construction Hydrant (end of January)

Operations

Jim and Brian replaced 45 meters. Working on low pressure issue in area at 50 & 70 Rockridge Drive. It solved itself last night. McBride to bill for call out only. Next week Jim, Brian and McBride will be working on the leak on Kallof Place. Last of the weekly samples taken at the arsenic pilot treatment plant. Grant engineering firm will remove it this week. Need to repair the service line at 275 Northview.

Management

USDA Grant/Loan. SWI should be submitting 75% completed drawings for the Tank Rehab and Arsenic Treatment by the end of the month. There is a status update meeting tomorrow. Arsenic pilot testing continues. All three medias appear to work with our water.

District Transfer Items

Request with IRS for name change without changing EIN. Going on 60 days as was told. Arizona National Bank Accounts will have to be switched either by name or new accounts.

Parking along Oak Creek Blvd

See attached correspondence with the City asking for an exemption.

Airport Suppression System

See attached summary.

Rules and Regulations

Requesting approval at this month's meeting.

Personnel

Jim would like to speak to the Board about vacation usage and wages in executive session.

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

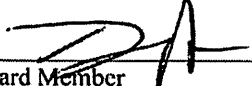
NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **January 19, 2021**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

- 1. Call to order and roll call.**
- 2. Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
- 3. Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
- 4. Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. Approval of December's Board meeting minutes.
 - B. Approval of December's financials.
- 5. Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Sedona Airport General Manager presentation on proposed improvements.
 - B. Discussion about adopting the Rules and Regulations and the pressure fluctuation during system repairs.
 - C. Discussion about the Arsenic Treatment Plant, Tank Rehab and Water Main Replacement (USDA Grant/Loan).
- 6. Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03. A.
- 7. Announcements.**
 - A. Next Board Meeting February 16, 2021 4:30 p.m.
 - B. Future Board agenda items.
- 8. Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated: 1/15/21 Posted at: (time) 11:00 AM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, January 19,2021**

1. Call to order and roll call:

- Called to order at 4:30 P.M.

Present: Bob Bareuther, Doug Bowen, Creed Ostler, Ron Rovey,
Paul Slevin, Chan Smith absent: Paul LeFevre

- Sign-in Sheet of attendees attached

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD. See GM attachment.

4. Consent Agenda Items:

A. Approval of December 15, 2020, BOD meeting minutes.

B. Approval of December 2020, financials.

- Paul Slevin made motion to approve all Consent Agenda Items/ seconded by Bob Bareuther/ all approved.

5. Regular Agenda Items:

A. Sedona Airport General Manager presentation on proposed improvements.

Ed Rose, General Manager of Sedona Airport, presented BOD with the idea of partnering for fire suppression water on the mesa. No action taken/ possible action in February.

B. Discussion about adopting the Rules and Regulations and the pressure fluctuations during system repairs.

Board Members received a full packet of Rules and Regulations that need continued formal adoption. BOD was encouraged to review the packet, with possible action being taken in February.

C. Discussion about the Arsenic Treatment Plant, Tank Rehab and Water Main Replacement (USDA Grant Loan). No action taken.

6. Executive Session Items

7. Announcements:

- Next Board Meeting – February 16, 2021, 4:30 P.M.

8. Adjournment:

- 5:21 P.M./ Move to adjourn: Ron Rovey

Respectfully submitted,

Creed Ostler

Secretary, Oak Creek Domestic Water Improvement District

Oak Creek Water District

“Serving West Sedona Since 1953”

90 Oak Creek Blvd
Sedona, AZ 86336

Date: January 19, 2021

RE: General Manager Report

Financial

The billing charges for January 2021 was \$43,000.

Infrequent and one-time expenses January:

\$1,430 F & J Garage Door Repair

\$70 Sedona Safe & Key – Drop Box

\$15 Yavapai County, Recording of Deeds

Infrequent and one-time revenue for January:

\$338 Recycle Metal – Meter Replacements

Operations

Jim and Brian replaced 20 meters. There was a main leak at Sedona Villas and on Kallof Place. More unplanned water outages have occurred while changing meters, this time in Northview Subdivision. Weekly samples being taken at the arsenic pilot treatment plant.

Management

USDA Grant/Loan. See attached update from SWI. Arsenic pilot testing continues. All three medias appear to work with our water. Channeling temporarily reduced efficiently. We are currently on standby with communications with USDA. The USDA engineer is out on indefinite sick leave and our main contact Robert is currently retired with an email from Jeff Hays, the Programs Director “We will be bringing Rob back. A glitch forced an early retirement.”

District Transfer Items

Warranty Deed transferring the parcels to the District were submitted. Last week they sent us amendments to the exhibit that are required before it can be recorded. They stated that if the CC&N were transferred before the end of 2020 that we would not be taxed for the following tax year.

Request with IRS for name change without changing EIN. Going on 60 days as was told. Arizona National Bank Accounts will have to be switched either by name or new accounts.

Rules and Regulations

Issue with fluctuating pressures occurring during Ross Road valve replacement reminded us that the Rules and Regulations final draft needs to be approved. The 32-page document is included for all Board members review.

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **December 15, 2020**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

1. **Call to order and roll call.**
2. **Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
3. **Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
4. **Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. Approval of November's Board meeting minutes.
 - B. Approval of November's financials.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Discussion about the Arsenic Treatment Plant and Tank Rehabilitation (USDA Grant/Loan).
 - B. Discussion about employee manual.
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03. A.
7. **Announcements.**
 - A. Next Board Meeting January 19, 2021 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated: 12/11/20 Posted at: (time) 10:30 AM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, December 15, 2020**

1. Call to order and roll call:

- Called to order at 4:30 P.M.

Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey,
Paul Slevin, Chan Smith

- Sign-in Sheet of attendees attached

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD. See GM attachment.

4. Consent Agenda Items:

A. Approval of October's BOD meeting minutes.

B. Approval of October's financials.

- Paul LeFevre made motion to approve all Consent Agenda Items/ seconded by Paul LeFevre/ all approved.

5. Regular Agenda Items:

A. Discussion about the Arsenic Treatment Plant and Tank Rehabilitation (USDA Grant/Loan).

B. Discussion about employee manual.

- Paul LeFevre made motion to approve updated Oak Creek Water District Employee Manual, with implementation on January 1, 2021/ seconded by Bob Bareuther/ all approved.

6. Executive Session Items

7. Announcements:

- Next Board Meeting – January 19, 2021, 4:30 P.M.

8. Adjournment:

- 5:15 P.M.

Respectfully submitted,

Creed Ostler

Secretary, Oak Creek Domestic Water Improvement District

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd
Sedona, AZ 86336

Date: December 15, 2020
RE: General Manager Report

Financial

The billing charges for December 2020 was \$50,000.

Infrequent and one-time expenses December:

\$1,187 Mission Controls, 2nd of two payments for Annual Contract
\$35 City of Sedona, Annual Business License
\$30 Yavapai County, Recording of Deeds

Infrequent and one-time revenue for December:

None

Operations

Jim and Brian replaced 17 meters which required 3 scheduled outages. They assisted the meter reading company with locating meters. A leaking valve in front of 15 Ross Circle is scheduled for repair on December 15th. Weekly samples being taken at the arsenic pilot treatment plant.

Management

USDA Grant/Loan. No major update. Arsenic pilot study continues along with design criteria for the Arsenic treatment system.

District Transfer Items

Warranty Deed transferring the parcels to the District has been recorded Yavapai County Request with IRS for name change without changing EIN. 60 Day wait period.
Arizona National Bank Accounts will have to be switched either by name or new accounts.

Personnel

Brian Bratcher passed his first operators test last week.

Employee Manual suggested changes:

- Updating Oak Creek Water Co No 1 to Oak Creek Water District
- Change the 90 day probation period to 180 days
- Office hours correction
- Including FMLA as the medical leave policy
- Including how to file a claim under workers' comp
- Upping the amount to reimburse on an employee's paycheck
- Updating the Simple IRA plan once decided
- Combining vacation, sick and personal time on one section
- Changing some of the policy and wording on the vacation, sick and personal time
- Removing some items that are no longer applicable

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **November 17, 2020**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

- 1. Call to order and roll call.**
- 2. Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
- 3. Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
- 4. Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. Approval of September's Board meeting minutes.
 - B. Approval of September's and October's financials.
- 5. Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Discussion about transferring of Deeds and Easements from a Company to a District.
 - B. Discussion about the Arsenic Treatment Plant and Tank Rehabilitation (USDA Grant/Loan).
- 6. Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03. A.
- 7. Announcements.**
 - A. Next Board Meeting December 15, 2020 4:30 p.m.
 - B. Future Board agenda items.
- 8. Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated:

11/13/20

Posted at: (time)

2:00 PM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, November 17, 2020**

- 1. Call to order and roll call:**
 - Called to order at 4:30 P.M.
Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey,
Paul Slevin, Chan Smith
 - Sign-in Sheet of attendees attached
- 2. Call to the Public for Items not on the Agenda:**
 - No comments
- 3. Manager's Report:**
 - General Manager updated the BOD on the past month's activities.
- 4. Consent Agenda Items:**
 - A. Approval of September's Board meeting minutes.
 - B. Approval of September's financials.
 - Paul LeFevre made motion to approve all Consent Agenda Items/ seconded
by Bob Bareuther/ all approved.
- 5. Regular Agenda Items:**
 - A. Discussion about transferring of Deeds and Easements from a Company to
District.
 - B. Discussion about the Arsenic Treatment Plant and Tank Rehabilitation
(USDA Grant/Loan.)
- 6. Executive Session Items**
- 7. Announcements:**
 - Next Board Meeting – December 15, 2020 4:30 P.M.
- 8. Adjournment:**
 - 5:08 P.M.

Respectfully submitted,
Creed Ostler
Secretary, Oak Creek Domestic Water Improvement District

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd
Sedona, AZ 86336

Date: November 17, 2020
RE: General Manager Report

Financial

The billing charges for October and November 2020 were \$58,000 and \$63,000, respectively. The drought and increased tourism have kept the averages above normal.

Infrequent and one-time expenses and revenue for **October** were:

\$755 McBride Excavating Willow Way Main Repair
\$8,960 Badger Meter 100 Meters (50% of the \$17,900 bill paid by Grant)
\$883 Philadelphia Insurance for Directors/Officers

Infrequent and one-time expenses and revenue for **November** are:

\$750 Southwest Utilities Meter Reading (Alexander use to be \$1,300)
\$1,125 Mission Control (50% of Annual, Balance to pay December)

Ullmann & Company

A lot of outstanding issues from the past decade appear to be surfacing to finalize. IRA in Employee Manual, New construction meter deposits, \$500 Health Care Stipend, City of Sedona Tax/Franchise Fee 2013-2016.

Operations

Steve and Jim replaced 29 meters, repaired 7 service line leaks and a major water leak under Willow Way along with flushing the system. Jim visited Big Park Water's arsenic treatment plants. They use Metsorb and do not chlorinate. New meter reading company appears to be a major successful switch. Jim completed 10 final reads, 10 blue stakes and working on the new service request for 855 Rockridge. The Airport pressure pump burnt out creating the alert everyone received.

Management

USDA Grant/Loan. Agreement was finalized with SWI. Scuba divers inspected the tanks (See Attached Red Rock News clip). ADEQ called volunteering a grant to install a Pilot Arsenic Treatment System. It was installed last week on Well 2 for three months. Design for both the tank rehab and Arsenic System continues.

District Transfer Items

Waiting for Steve Wene to get back to me about after supplying him deeds & easement list. Arizona National Bank Accounts will have to be switched
Taxing Agencies being looked at to see what needs to be done.

Personnel

Steve Earl resigned. Interviews. Brian Bratcher was hires and started this week.

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **September 15, 2020, beginning at 4:30 p.m., at 90 Oak Creek Blvd., Sedona, Arizona.** The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

- 1. Call to order and roll call.**
- 2. Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
- 3. Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
- 4. Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. Approval of July's Board meeting minutes.
 - B. Approval of July's financials.
- 5. Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Discussion about rate increase that went into effect September 1, 2020.
 - B. Discussion about transferring of Deeds and Easements from a Company to a District.
 - C. Discussion about the Arsenic Treatment Plant and Tank Rehabilitation (USDA Grant/Loan).
- 6. Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.A.
- 7. Announcements.**
 - A. Next Board Meeting October 20, 2020 4:30 p.m.
 - B. Future Board agenda items.
- 8. Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated:

9/11/20

Posted at: (time)

2:00 PM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, September 15, 2020**

- 1. Call to order and roll call:**
 - Called to order at 4:35 P.M.
 - Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey, Paul Slevin, Chan Smith
 - Sign-in Sheet of attendees attached
- 2. Call to the Public for Items not on the Agenda:**
 - No comments
- 3. Manager's Report:**
 - General Manager updated the BOD on the past month's activities.
- 4. Consent Agenda Items:**
 - A. Approval of August's Board meeting minutes.
 - B. Approval of August's financials.
 - Paul Slevin made motion to approve all Consent Agenda Items/ seconded by Paul LeFevre/ all approved.
- 5. Regular Agenda Items:**
 - A. Discussion about rate increase that went into effect September 1, 2020.
 - B. Discussion about transferring of Deeds and Easements from a Company to District.
 - C. Discussion about the Arsenic Treatment Plant and Tank Rehabilitation (USDA Grant/Loan.)
- 6. Executive Session Items**
- 7. Announcements:**
 - Next tentatively scheduled Public Meeting – October 20, 2020
- 8. Adjournment:**
 - 5:10 P.M.

Respectfully submitted,
Creed Ostler
Secretary, Oak Creek Domestic Water Improvement District

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd
Sedona, AZ 86336
928 282-3404

Date: September 14, 2020

RE: General Manager Report

Financial

The billing charges for September 2020 was \$70,000. The summer drought has kept the July-August average up with tourism down. Also, there was an extra 4 days to the billing period based on how the weekends fell for meter readings. All of this with the new rate increase created the largest billing OCW has ever sent out. There were a couple of calls asking why their bills were higher but no complaints.

Jody is now full time. The office hours are now M-Th 8am-5pm (closed lunch hour) and Fridays from 8am-Noon.

Infrequent and one-time expenses this month include:

\$3,800 Ullmann and Company Jan-Jun Reporting

\$1,700 Inner Basin Arsenic Parameter

\$250 ADEQ Map Monitoring (Rebated to all: Normally \$2,200 per year)

Infrequent and one-time revenue this month include:

\$280 Recycle meter metal

Operations

Jim reported a record amount of water used for the July-August meter period due to the drought conditions. Jim obtained his Class III Distribution License as required by ADEQ. Steve and Jim replaced 23 meters and repaired 3 service line leaks, two of which were caused by plumbers. Currently repairing major water break under Willow Way.

Management

USDA Grant/Loan. SWI is finalizing changes on engineering agreement supplied by USDA. RFP letters went out to five companies for the scuba diving of the tanks. Proposals due first week of October. We have had conference calls and met in person with two companies that would like to give us pricing for our Arsenic Treatment system. Additional testing was requested, mostly to break down if our Arsenic is Arsenic III or Arsenic V. Arsenic III would require oxidation by either Chlorine or Ozone. Good news was both well sites showed Arsenic III as non-detect and both wells met the required 10 ppb. Filter Tech from Colorado met with us today.

District Transfer Items

Waiting for Steve Wene to get back to me about after supplying him deeds & easement list.
Arizona National Bank Accounts will have to be switched
Taxing Agencies being looked at to see what needs to be done.

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **August 18, 2020**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

- 1. Call to order and roll call.**
- 2. Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
- 3. Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
- 4. Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. Approval of July's Board meeting minutes.
 - B. Approval of July's financials.
- 5. Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Discussion about A.C.C. Transfer of Assets and Rate Increase Application.
 - B. Discussion about USDA Grant/Loan.
 - C. Discuss and possibly approve the 2021 Budget.
 - D. Discuss and possibly approve a rate increase based on the A.C.C. September 2019 submittal.
- 6. Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.A.
 - A. Personnel
- 7. Announcements.**
 - A. September 15, 2020 4:30 p.m.
 - B. Future Board agenda items.
- 8. Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated: 8/14/20 Posted at: (time) 9:30 AM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

STATEMENTS IN SUPPORT OF RATE REQUEST

Complete the following statements in support of your rate request.

Oak Creek Water Company, No. 1 (The "Company") requests an adjustment in the existing rates charged by the Company. The information contained in this application is based upon a twelve-month Test Year ending 12/31/2018 (mm/dd/yy). The Company had total unadjusted operating revenues of \$467,713, served 767 metered and 0 unmetered customers and sold 84,149 (In 1,000's) gallons of water during the test year.
(from page 19) (from page 15)

The Company is requesting a(n) increase/decrease in the amount of \$ 67,087

Total annual operating revenues, if the Company is granted the rate adjustment, will be \$ 534,800

Company Name: <u>Oak Creek Water Company, No. 1</u>	Test Year Ended: <u>12/31/2018</u>
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CURRENT AND PROPOSED RATES AND CHARGES

CUSTOMER CLASS: Residential Commercial Industrial
 Irrigation All Other, specify _____

CURRENT RATES

PROPOSED RATES

MINIMUM OR SERVICE CHARGES
5/8" x 3/4" Meter
3/4" Meter*
1" Meter
1-1/2" Meter
2" Meter
3" Meter
4" Meter
6" Meter
8" Meter
10" Meter
12" Meter

\$	GALLONS
\$ 14.55	for -
\$ 14.55	for -
\$ 24.30	for -
\$ 48.45	for -
\$ 77.55	for -
\$ 145.50	for -
\$ 242.55	for -
\$ 484.95	for -
\$ 775.95	for -
\$ 1,115.55	for -
\$ 2,085.45	for -

\$	GALLONS
\$ 17.10	for -
\$ 17.10	for -
\$ 28.55	for -
\$ 56.93	for -
\$ 91.12	for -
\$ 170.96	for -
\$ 285.00	for -
\$ 569.82	for -
\$ 911.74	for -
\$ 1,310.77	for -
\$ 2,450.40	for -

COMMODITY CHARGE (EXCESS OF MINIMUM)
5/8 inch and 3/4 inch Residential
1 up to 4,000
4,001 to 10,000
over 10,000
5/8 inch and 3/4 inch Commercial
1 up to 12,500
over 12,500
1 inch Residential
1 up to 4,000
4,001 to 15,000
over 15,000
1 inch Commercial
1 up to 15,000
over 15,000

\$ Per 1,000 Gallons
\$ 1.75
\$ 3.20
\$ 3.70
\$ 3.20
\$ 3.70
\$ 1.75
\$ 3.20
\$ 3.70
\$ 3.20
\$ 3.70

\$ Per 1,000 Gallons
\$ 1.97
\$ 3.60
\$ 4.16
\$ 3.60
\$ 4.16
\$ 1.97
\$ 3.60
\$ 4.16
\$ 3.60
\$ 4.16

CONTINUED ON PAGE 9b

* Multi-Unit Monthly Charge is a 3/4 - inch meter charge times the number of units

Note: If rates and charges vary across customer classes, duplicate the form and complete one for each rate class. (e.g., residential, commercial) unless "ALL" is checked.

**OAK CREEK WATER DISTRICT
PROPOSED 2021 BUDGET**

Operations		\$ 111,660.00
Repairs to Plant - Contractor - Mains	\$ 10,000.00	
Repairs to Plant - Contractor - Electrical	\$ 10,000.00	
Repairs to Plant - Contractor - Wells	\$ 15,000.00	
Repairs to Plant - Hydts, Valves	\$ 7,500.00	
Operations: Materials and Supplies	\$ 5,100.00	
Operations: Tools and Shop	\$ 1,500.00	
Power Purchased	\$ 38,400.00	
Aid to Construction	\$ 900.00	
Insurance - Property and Liability	\$ 7,200.00	
Transportation Expenses	\$ 16,060.00	
Office		\$ 98,650.00
Adverstising	\$ 3,400.00	
Billing Expenses	\$ 25,530.00	
Telecommunications	\$ 7,980.00	
Office Utilities	\$ 3,590.00	
Office Supplies/Equipment	\$ 1,150.00	
Officers Insurance	\$ 2,000.00	
Water AZ Sales Taxes & City Franchise Fees	\$ 55,000.00	
Contractual Services		\$ 43,670.00
Contractual Accounting	\$ 15,500.00	
Contractual Accounting-Cost of Service Study	\$ 15,000.00	
Contractual Legal	\$ 6,000.00	
Contractual Testing	\$ 4,320.00	
Contractual Monitoring & Security	\$ 2,850.00	
Personnel		\$ 251,300.00
Salaries and Wages	\$ 204,000.00	
Unemployment & Employer Taxes 8.35%	\$ 17,000.00	
Benefits and Pension	\$ 26,300.00	
Insurance Liability, Workman	\$ 4,000.00	
Reserves & Debt		\$ 44,720.00
Short Term Reserves (USDA Req. \$20,700)	\$ 7,700.00	
Loan Principal (WIFA, Credit Line)	\$ 20,600.00	
Loan Interest (WIFA, Credit Line)	\$ 16,420.00	
Total Expenses		\$ 550,000.00
Operations Revenue		\$ 550,000.00

Public Hearing at 4:30pm on August 18, 2020: Budget & Setting Rates
Public Comments Prior to Board Voting
Comments can be sent prior to the meeting at info@oakcreekwater.com

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd

Sedona, AZ 86336

928 282-3404

Grant: \$5,660,000
Loan: \$2,325,000 (40 years at 1.375% or lower)
Total: \$8,000,000 in Funding

Install Two Arsenic Removal Systems (one at each well site)
Replace 37,285 feet (7 miles) of water mains from 1960's/1970's.
Rehabilitation of 4 Water Storage Tanks
Refinance \$550,000 in high interest rate loans
Reimburse District \$75,000 for its share of 50/50 Grant for Replacing 600 Meters

Switching from a Company to a District (DWID)

July – October: Obtained 575 signatures out of 875 Parcels.
67% submitted. Arizona Revised Statute requires 51%

March 27, 2020 Approved by Yavapai County

August 5, 2020 Approved by Arizona Corporation Commission (A.C.C.)

Benefits: Move from Under A.C.C. to a District of Yavapai County
Eligible for Grants and below market rate loans
Exempt from Real and Personal Property Taxes
Rate Increase costs under \$500 instead of over \$30,000 with A.C.C.
Board meetings are now Public (Best Customer – Educated Customer)

Rate Increase:

Was submitted to A.C.C. in September 2019

We are currently operating on 2015 Test Year rates from A.C.C. (5 Years behind)

Rate increase got lost in the shuffle with the A.C.C.

A.C.C. agreed to expedite the District process if we dropped the rate increase application

District to vote on this September 2019 prepared rate increase at August 18th open meeting

District:

1 Square Mile. 10 Miles of Water Mains

Boundaries: Sunset Road, SR 89A, Yavapai/Coconino Line, Airport Mesa

750 Connections.

7 Board Members: must be District residents and customers.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, August 18, 2020**

- 1. Call to order and roll call:**
 - Called to order at 4:30 P.M.
Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey, Paul Slevin, Chan Smith
 - Sign-in Sheet of attendees attached
- 2. Call to the Public for Items not on the Agenda:**
 - No comments
- 3. Manager's Report:**
 - General Manager updated the BOD on the past month's activities.
- 4. Consent Agenda Items:**
 - A. Approval of July's Board meeting minutes.
 - B. Approval of July's financials.
 - Ron Rovey made motion to approve all Consent Agenda Items/ seconded by Paul Slevin/ all approved.
- 5. Regular Agenda Items:**
 - A. Discussion about A.C.C. Transfer of Assets and Rate Increase Application
 - Ron Rovey made motion to approve the **Transfer of Assets Agreement** from Oak Creek Water Company, #1, to Oak Creek Domestic Water Improvement District by authorizing Creed Ostler, Secretary, to sign the agreement, thereby authorizing the final execution of the agreement/ seconded by Chan Smith/ all approved
 - B. Discussion about USDA Grant/Loan
 - All Loan money is to be used before using the Grant money
 - C. Discuss and possibly approve the 2021 Budget
 - Paul Slevin made motion to approve the proposed 2021 Budget/ seconded by Paul LeFevre/ all approved.
 - D. Discuss and possibly approve a rate increase based on the A.C.C. September 2019 submittal
 - Ron Rovey made motion to approve the proposed A.C.C. September 2019 Rate Increase and putting it into effect this September 2020/ seconded by Paul Slevin/ all approved.
- 6. Executive Sessions Items:**
 - A. Personnel
- 7. Announcements:**
 - Next scheduled Public Meeting – September 15, 2020
- 8. Adjournment:**
 - 5:30 P.M.

Respectfully submitted,
Creed Ostler
Secretary, Oak Creek Domestic Water Improvement District

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd
Sedona, AZ 86336
928 282-3404

Date: August 18, 2020

RE: General Manager Report

Financial

The billing charges for July 2020 was \$50,500. The billing charges for June 2018 were \$50,900. The summer drought has kept the July average up with tourism down. The one outstanding account continues to make partial payments.

Past months reduction in expenses as ended. The three-month deferral of the WIFA loan has ended. We hired Jody Moreno as second part-time financial personnel. Joe currently works Monday through Wednesday and Jody as been working Wednesday through Friday with the day overlap for QuickBooks training. On Thursday and Fridays, she has been learning Caselle and working on her own.

Infrequent and one-time expenses this month include:

- \$16,640 for one-hundred Badger meters (received 50% grant in July)
- \$1,270 from Core & Main and USA Bluebook for meter boxes and lids
- \$476 from Freedom Mailing for the Newsletter with A.C.C. Public Notices
- \$46 from Larson Newspaper for 2 weeks of Budget/Rates Public Notice
- \$1,700 from PumpMan for pump repair at the Airport

Operations

A portion of Jim's time has been with training Jody on Caselle. With Steve Earl's help they still managed to get 19 meters installed. They also repaired three service lines that broke or were leaking. Water usage has stated above normal with the drought and heat wave.

Management

A.C.C. DWID/Rate Increase. The A.C.C. approved the Transfer of Assets at the August 5th Commissioner Session. The approval including OCW removing the rate increase application. The rate increase will be voted upon at the August 18th Board meeting.

USDA Grant/Loan. SWI is finalizing changes on engineering agreement supplied by USDA. A field trip to 5 Arizona Water Company arsenic treatment systems was completed on August 13th and a kickoff meeting for the Arsenic Treatment and Tank Rehab portion of the grant was on August 17th. RFP for the scuba diving of the tanks is scheduled to go out September 1st. Due to the publicity of the grant and the newspaper article we have received calls from Arsenic and valve manufactures.

Red Rock Newspaper: Interview and photo op. Photojournalist wants us to contact him for Water Tank scuba dive, Arsenic Plant install and water main installations.

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**


NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **July 21, 2020**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

1. **Call to order and roll call.**
2. **Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
3. **Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
4. **Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. Approval of May's Board meeting minutes.
 - B. Approval of May's financials.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Discussion about A.C.C. Transfer of Assets and Rate Increase Application.
 - B. Discussion about USDA Grant/Loan.
 - C. Discuss and possibly proposal a 2021 Budget.
 - D. Discuss and possibly proposal a rate increase based on the A.C.C. September 2019 submittal.
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.A.
 - A. None scheduled in advance.
7. **Announcements.**
 - A. Future meeting dates.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated: 7/17/20 Posted at: (time) 9:30 AM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, July 17, 2020**

1. Call to order and roll call:

- Called to order at 4:30 P.M.

Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey,
Paul Slevin, Chan Smith

- Sign-in Sheet of attendees attached

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD on the past month's activities.

4. Consent Agenda Items:

A. Approval of June's Board meeting minutes.

B. Approval of June's financials.

- Ron Rovey made motion to approve all Consent Agenda Items/ seconded by Paul Slevin/ all approved.

5. Regular Agenda Items:

A. Discussion about A.C.C. Transfer of Assets and Rate Increase Application

B. Discussion about USDA Grant/Loan

C. Discuss and possibly proposal a 2021 Budget

-Ron Rovey made motion to accept the proposed Budget/ seconded by Paul Slevin/ all approved. BOD approval of the Budget will take place after it has been published in the newspaper for the required amount of time.

D. Discuss and possibly proposal a rate increase based on the A.C.C. September 2019 submittal

-Ron Rovey made motion to accept the proposed Rate Increase/ seconded by Paul Slevin/ all approved. BOD approval of the Rate Increase will take place after it has been published in the newspaper for the required amount of time.

6. Executive Sessions Items:

- No discussion

7. Announcements:

- Next scheduled Public Meeting – July 21, 2020

8. Adjournment:

- 5:00 P.M.

Respectfully submitted,

Creed Ostler

Secretary, Oak Creek Domestic Water Improvement District

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **June 16, 2020**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

1. **Call to order and roll call.**
2. **Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
3. **Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
4. **Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. Approval of May's Board meeting minutes.
 - B. Approval of May's financials.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
 - A. Discussion about outstanding water bills
 - B. Discussion about A.C.C. Transfer of Assets and Rate Increase Application
 - C. Discussion about USDA Grant/Loan
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.A.
 - A. None scheduled in advance.
7. **Announcements.**
 - A. Future meeting dates.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated: 6/12/20 Posted at: (time) 2:30 PM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

5 YEAR CAPITAL IMPROVEMENT PLAN - Comparison										
Project Name/Description	2019 Annual Meeting					2020 USDA Grant/Loan				
	Five Year Plan					Five Year Plan				
	2020	2021	2022	2023	2024	2021	2022	2023	2024	2025
	Completing 5 Years of a 20 Year Plan					Completing 20 Years in 3 Years				
Hydrant Replace QTY 30	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000		\$150,000	\$150,000		
Value Replace QTY 75	\$37,500	\$37,500	\$37,600	\$37,500	\$37,500		\$150,000	\$150,000		
W.M. Replace (10miles/20Years)	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000		\$2,900,000	\$2,900,000		
Well 2 Valve and Pump Improve.					\$5,000					
Well 3 Pump Repair/Maintenance	\$25,000				\$5,000				\$15,000	\$15,000
Well 4 Scheduled Maintenance		\$15,000				\$15,000				
Airport Booster Pump (West-End)		\$10,000							\$7,500	\$7,500
Air Pressure Syst: VFD/2-Pumps			\$30,000						\$30,000	
Panorama Lift Pump Replacements										\$20,000
4 Water Tanks Inspect (Clean/Paint)		\$10,000	\$20,000	\$20,000		\$235,000				
Water Main Breaks	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$5,000			
Meter Replace, QTY 750 Grant 50/50	\$100,000	\$50,000	\$50,000	\$1,000	\$1,000	\$100,000	\$50,000	\$50,000	\$1,000	\$1,000
Edk Rd/Airport Rd Water Mains						\$197,815				
Update System Master Plan	\$25,000									
Arsenic Treatment: \$600,000	\$30,000	\$600,000				\$600,000				
Refinancing WIFA/NBA Loan Balances						\$360,000				
Rainbow Ray P/S Tank, Well 5										
	\$520,500	\$1,027,500	\$442,600	\$363,500	\$353,500	\$1,522,815	\$3,235,000	\$3,230,000	\$53,500	\$43,500

Estimated for Discussion Purposes Only:

2019 CIP: \$2 Million over 5 years	No Grant	1,200 Equiv. Units	Amount Completed	
2020 CIP: \$8 Million Grant/Loan	Grant	1,200 Equiv. Units	5 Years of the Plan	= \$29.00/month/5 years per customer x 3 Renewals
			20 Years of the Plan	= \$3.50/month/40 years per customer.

The Grant/Loan will replace all water mains, hydrants, valves in 3 years instead of over 20 years with 71% Grant and 1.375% or lower Loan

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, June 16, 2020**

1. Call to order and roll call:

- Called to order at 4:31 P.M.
- Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey, Paul Slevin
- Absent: Chan Smith

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD on the past month's activities.

4. Consent Agenda Items:

- A. Approval of May's Board meeting minutes.
- B. Approval of May's financials.
 - Paul Slevin made motion to approve all Consent Agenda Items/ seconded by Paul LeFevre/ all approved.

5. Regular Agenda Items:

- A. Discussion about outstanding water bills
- B. Discussion about A.C.C. Transfer of Assets and Rate Increase Application
 - hearing for the transfer with A.C.C. will be in August
- C. Discussion about USDA Grant/Loan

6. Executive Sessions Items:

- No discussion

7. Announcements:

- Next scheduled Public Meeting – July 21, 2020

8. Adjournment:

- 5:06 P.M.

Respectfully submitted,
Creed Ostler
Secretary, Oak Creek Domestic Water Improvement District

**NOTICE AND AGENDA OF PUBLIC MEETING OF THE
OAK CREEK DOMESTIC WATER IMPROVEMENT DISTRICT**

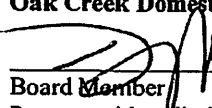
NOTICE

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Oak Creek Water Domestic Water Improvement District ("District") will hold a public meeting on **May 19, 2020**, beginning at **4:30 p.m.**, at **90 Oak Creek Blvd., Sedona, Arizona**. The District Board may vote to go into executive session for purposes of obtaining legal advice from the District's attorney(s) on any of the following agenda items pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(4).

AGENDA

- 1. Call to order and roll call.**
- 2. Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when those items are addressed by the Board.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
- 3. Manager's Report.** The Manager will speak regarding operational and administrative matters. Neither the Board nor the public may discuss these matters at this time. In response to this report, the Board or the public may request that the issue be placed on the agenda for the next meeting.
- 4. Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 - A. None scheduled.
- 5. Regular Agenda Items.** The Board may discuss, consider and act on these matters separately.
 - A. Swear-in Board members.
 - B. Accept Rick Snyder's resignation and appoint new Board member.
 - C. Discuss and vote on Board terms. Identify Board members who will initially serve 2 year terms and who will serve 4 year terms.
 - D. Discuss and possibly hire District manager, staff, and legal counsel.
 - E. Discuss and possibly authorize approval of transfer assets from Oak Creek Water Co., No. 1 to District and authorize a representative to execute agreement.
 - F. Discuss and possibly authorize a Board member or staff to contact federal and state government re identification numbers and related financial matters and voting law compliance.
 - G. Discuss and possibly authorize establishing a District bank account for operations.
- 6. Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.A.
 - A. None scheduled in advance.
- 7. Announcements.**
 - A. Future meeting dates.
 - B. Future Board agenda items.
- 8. Adjournment.**

Oak Creek Domestic Water Improvement District

Board Member 

Dated: 5/12/20 Posted at: (time) 1:15 PM

Persons with a disability may request a reasonable accommodation by contacting Steve Wene at 602-677-0416. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by telephone conference call.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard
Tuesday, May 19, 2020**

1. Call to order and roll call:

- Called to order at 4:32 P.M.
- Present: Bob Bareuther, Doug Bowen, Creed Ostler, Ron Rovey, Paul Slevin, Chan Smith
- Absent: Paul LeFevre

2. Call to the Public for Items not on the Agenda:

- No comments

3. Manager's Report:

- General Manager updated the BOD on the past month's activities.

4. Consent Agenda Items:

- All Board members have signed and notarized their Oath Of Office.
- Ron Rovey made motion to accept Rick Snyder's resignation/ seconded by Chan Smith/ All approved
- Chan Smith made motion to appoint Paul Slevin as a member of the BOD/ seconded by Bob Bareuther/ All approved
- Ron Rovey made motion to approve District officers and directors for service terms as noted below/ seconded by Bob Bareuther/ All approved
 - Doug Bowen – Chairman – 4 year term
 - Bob Bareuther – Vice Chairman – 4 year term
 - Paul Slevin – Treasurer – 2 year term
 - Creed Ostler – Secretary – 2 year term
 - Paul LeFevre – Director - 4 year term
 - Ron Rovey – Director - 2 year term
 - Chan Smith – Director - 2 year term
- Ron Rovey made motion to rehire District manager, staff, and legal counsel as we move from a Company to a District/ seconded by Paul Slevin/ All approved
- Ron Rovey made motion to authorize Chairman Doug Bowen to authorize and approve the transfer of assets from Oak Creek Water Co., No. 1, to Oak Creek Domestic Water Improvement District/ seconded by Paul Slevin/ All approved
- Ron Rovey made motion authorizing Chairman Doug Bowen to contact federal and state government regarding identification numbers and related financial matters and voting law compliance/ seconded by Chan Smith/ All approved
- Ron Rovey made motion authorizing Chairman Doug Bowen to establish a District bank account for operations/ seconded by Bob Bareuthers/ All approved

5. Regular Agenda Items:

- Rob Lanford, USDA Representative, was here to answer questions concerning Oak Creek DWID and its application for a \$2,325,000 loan plus \$5,660,000 grant, which will be administered by the USDA.

6. Executive Sessions Items:

- none

7. Announcements:

- Next scheduled Public Meeting - June 16, 2020 (Agenda Item Deadline June 9, 2020)

8. Adjournment:

- 5:30 P.M.

Respectfully submitted,

Creed Ostler

Secretary, Oak Creek Domestic Water Improvement District

Oak Creek Water Company, No. 1
BOD Meeting (observing social distancing) – held at 90 Oak Creek Boulevard
Tuesday, May 19, 2020

Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Ron Rovey, Paul Slevin, Chan Smith

Meeting was called to order at 7:00 P.M.

APPROVAL OF MINUTES:

-Motion to approve minutes for April 21, 2020, by Paul LeFevre/ seconded by Paul Slevin/ all approved.

REVIEW FINANCIALS:

-Motion to approve financials by Paul Slevin/ seconded by Bob Bareuther / all approved.

DISCUSSION:

-OCWC Bylaws state that in order to sell or transfer the Company, there has to be a General Membership vote on that transfer. We are voting on that matter today, May 19, 2020. A quorum including BOD, members in attendance, and proxies has been established.

Ron Rovey made motion to approve and authorize Oak Creek Water Company, No.1, to transfer its asset to the Oak Creek Water Domestic Water Improvement District/ seconded by Chan Smith/ All approved/ voting was unanimous in favor of the authorization of the Transfer of Assets, establishing Oak Creek Water COMPANY as Oak Creek Domestic Water Improvement DISTRICT.

-Ron Lanford, USDA representative, was at the meeting to answer questions concerning a Resolution with OCWC to obtain a \$2,325,000 loan plus \$5,660,000 grant with the United States Department of Agriculture (USDA.) These funds will be used to install an arsenic treatment system, refinance existing loans and to replace older, failing and sub-standard components of the OCWC water system. **Ron Rovey made motion to adopt the USDA Resolution/ seconded by Paul LeFevre/ All approved/ voting was unanimous**

Meeting Adjournment at 7:21 P.M.

Respectfully submitted,
Creed Ostler
Secretary, Oak Creek Water Company, #1