

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 19, 2022** 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 June's Board meeting minutes.
 - B. Approval of June'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.
7. **Announcements.**
 - A. Next Board Meeting August 16, 2022 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated: 7/15/22

Posted at: (time) 7:35 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.

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 16, 2022** 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. 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.
7. **Announcements.**
 - A. Next Board Meeting September 20, 2022 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated: 8/12/22 Posted at: (time) 12:30 PM

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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 20, 2022** 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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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 August's Board meeting minutes.
 - B. Approval of August'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
 - B. Meter Reading Issue Discovery and Billing Issues
 - C. Security and Surveillance Cameras
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.
7. **Announcements.**
 - A. Next Board Meeting October 18, 2022 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated:

9/14/22

Posted at: (time)

2:30 PM

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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 **October 18, 2022** 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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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 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
 - B. Status Update and Discussion about Meter Reading
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.
7. **Announcements.**
 - A. Next Board Meeting November 15, 2022 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District



Board Member

Dated: 10/15/22 Posted at: (time) 12:00 PM

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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 15, 2022** 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 October's Board meeting minutes.
 - B. Approval of October'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.
7. **Announcements.**
 - A. Next Board Meeting December 20, 2022 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated: 11/10/22 Posted at: (time) 4:35 pm

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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 20, 2022** 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 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. Status Update and Discussion about USDA Grant/Loan Projects
 - B. Discussion and motion of Election Results and Nominations
 - C. Discussion and possible motion in regards to previous adopted A.C.C. tariffs.
 - D. Discussion about the process for the 2023-2024 Budget and rate increase drafted.
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.
7. **Announcements.**
 - A. Next Board Meeting January 17, 2023 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated: 12/16/22 Posted at: (time) 2:15pm

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NOTICE AND AGENDA OF PUBLIC HEARING 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 17, 2023** 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 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 Food Bank Presentation
 - B. Status Update and Discussion about USDA Grant/Loan Project
 - C. Discussion and propose a 2023-2024 Budget and March 2023 rate increase
 - a. Post in 3 locations in District.
 - b. Mail notice to Yavapai County Board of Supervisors.
 - c. Publish twice in Red Rock News
 - D. Public Hearing – Public has an opportunity to discuss the proposed Budget and Rate Increase
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.
7. **Announcements.**
 - A. Next Board Meeting February 21, 2023 at 4:30 p.m.
 - B. Public Hearing to Set Budget and March 2023 rate increase.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated:

1/13/23

Posted at: (time)

1:30 PM

Persons with a disability may request 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
PROPOSED 2023-2024 BUDGET**

Operations		\$ 145,000.00
Repairs to Plant - Contractor - Mains	\$ 27,500.00	
Repairs to Plant - Contractor - Electrical/Pumps	\$ 15,000.00	
Repairs to Plant - Contractor - Wells	\$ 10,000.00	
Operations: Materials and Supplies	\$ 22,750.00	
Operations: Tools and Shop	\$ 4,500.00	
Power Purchased	\$ 50,000.00	
Aid to Construction	\$ 500.00	
Insurance - Property and Liability	\$ 8,000.00	
Transportation Expenses	\$ 6,750.00	
Office		\$ 97,500.00
Az Sales Taxes & City Franchise Fees	\$ 60,000.00	
Advertising - Mailings, Website	\$ 3,700.00	
Billing Expenses	\$ 12,600.00	
Telecommunications	\$ 12,500.00	
Office Utilities	\$ 3,800.00	
Office Supplies/Equipment	\$ 2,700.00	
Officers Insurance	\$ 2,200.00	
Contractual Services		\$ 40,000.00
Contractual Accounting/Auditing	\$ 10,000.00	
Contractual Legal	\$ 10,000.00	
Contractual Lab Testing	\$ 4,000.00	
Contractual Monitoring & Security	\$ 3,000.00	
Contractual Management	\$ 10,000.00	
Contractual Arborist	\$ 3,000.00	
Personnel		\$ 268,500.00
Salaries and Wages	\$ 235,000.00	
Employer Taxes 8.35% & Unemployment	\$ 20,000.00	
Benefits and IRA	\$ 10,000.00	
Insurance Liability, Workman	\$ 3,500.00	
Reserves & Debt		\$ 109,000.00
Short Term Reserves (USDA Req. \$20,700)	\$ 20,700.00	
Long Term Reserves	\$ 13,300.00	
Co-Bank Interium Financing	\$ 75,000.00	
Total Expenses		\$ 660,000.00
Operations Revenue		\$ 660,000.00

<p style="text-align: center;">Public Hearing at 4:30pm on February 15, 2022: Proposed Budget Public Comments Prior to Board Voting Comments can be sent prior to the meeting at info@oakcreekwater.com</p>
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Oak Creek Water District

As of March 2023 Billing

Oak Creek Water District held Board Meetings on January 17, 2023 & February 21, 2023 for public comments on adopting a preliminary Budget & Rate Increase. Notification of a Public Hearing was published in two editions of the Red Rock News and posted on both the Yavapai County and Oak Creek Water websites. The Budget & Rates were adopted on February 21, 2023 effective March 2023 billing. This rate increase follows the 5-year Rate Study completed in December 2021.

MONTHLY USAGE CHARGE*

Meter Size	Base Rate	Irrigation	Base Rate
3/4"	\$18.26	3/4"	\$18.26
1"	\$30.47	1"	\$30.47
1 1/2"	\$60.77	1 1/2"	\$60.77
2"	\$97.28	2"	\$97.28
3"	\$182.50	3"	\$182.50
4"	\$304.24	4"	\$304.24
6"	\$608.28	6"	\$608.28
8"	\$973.28	8"	\$973.28
10"	\$1,399.25	10"	\$1,399.25
12"	\$2,615.80	12"	\$2,615.80

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

COMMODITY RATES:

Meter Size	Per 1,000 gallons
3/4" Meter Residential	
0 to 4,000 gallons	\$2.13
4,001 to 10,000 gallons	\$3.78
Over 10,000 gallons	\$4.60
3/4" Commercial, STR's & Irrigation	
0 to 12,000 gallons	\$3.78
Over 12,000 gallons	\$4.60
1" Meter Residential	
0 to 4,000 gallons	\$2.13
4,001 to 15,000 gallons	\$3.78
Over 15,000 gallons	\$4.60
1" Meter Commercial, STR's & Irrigation	
0 to 15,000 gallons	\$3.78
Over 15,000 gallons	\$4.60
1 1/2" Meter Residential	
0 to 4,000 gallons	\$2.13
4,001 to 25,000 gallons	\$3.78
Over 25,000 gallons	\$4.60
1 1/2" Meter Commercial & Irrigation	
0 to 25,000 gallons	\$3.78
Over 25,000 gallons	\$4.60

LAST
YEAR

Oak Creek Water District

As of March 2022 Billing

Oak Creek Water District held Board Meetings on January 18, 2022 & February 15, 2022 for public comments on adopting a preliminary Budget & the Increase. Notification of a Public Hearing was published in two editions of the Red Rock News and posted on both the Yavapai County and Oak Creek Water websites. The Budget & Rates were adopted on February 15, 2022 effective March 2022 billing. This rate increase follows the 5-year Rate Study completed in December 2021.

MONTHLY USAGE CHARGE*

Meter Size	Base Rate	Irrigation	Base Rate
3/4"	\$17.68	3/4"	\$17.68
1"	\$29.51	1"	\$29.51
1 1/2"	\$58.85	1 1/2"	\$58.85
2"	\$94.20	2"	\$94.20
3"	\$176.73	3"	\$176.73
4"	\$294.62	4"	\$294.62
6"	\$589.02	6"	\$589.02
8"	\$942.51	8"	\$942.51
10"	\$1,355.01	10"	\$1,355.01
12"	\$2,533.22	12"	\$2,533.22

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

COMMODITY RATES:

Meter Size	Per 1,000 gallons
3/4" Meter Residential	
0 to 4,000 gallons	\$2.05
4,001 to 10,000 gallons	\$3.69
Over 10,000 gallons	\$4.38
3/4" Commercial, STR's & Irrigation	
0 to 12,000 gallons	\$3.69
Over 12,000 gallons	\$4.38
1" Meter Residential	
0 to 4,000 gallons	\$2.05
4,001 to 15,000 gallons	\$3.69
Over 15,000 gallons	\$4.38
1" Meter Commercial, STR's & Irrigation	
0 to 15,000 gallons	\$3.69
Over 15,000 gallons	\$4.38
1 1/2" Meter Residential	
0 to 4,000 gallons	\$2.05
4,001 to 25,000 gallons	\$3.69
Over 25,000 gallons	\$4.38
1 1/2" Meter Commercial & Irrigation	
0 to 25,000 gallons	\$3.69
Over 25,000 gallons	\$4.38

NOTICE AND AGENDA OF PUBLIC HEARING 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 **February 21, 2023** 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 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. Motion to approval Ed Dowling for filling the current vacant Board position.
 - B. Status Update and Discussion about USDA Grant/Loan Projects
 - C. Public Hearing: Public has an opportunity to discuss the proposed Budget and Rate Increase
 - D. Discussion and approve a 2023-2024 Budget and March 2023 rate increase
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.
7. **Announcements.**
 - A. Next Board Meeting March 21, 2023 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated:

2/17/23

Posted at: (time)

3:15 pm

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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 21, 2023** 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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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 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. 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.
7. **Announcements.**
 - A. Next Board Meeting April 18, 2023 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated: 3/17/23 Posted at: (time) 2:10 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 Water District

“Serving West Sedona Since 1953”

90 Oak Creek Blvd
Sedona, AZ 86336

Date: April 14, 2023

RE: General Manager Report

Financial

The billing charges for April 2023 was \$42,000. The raining season with no irrigation needed and reduced tourism has reduced the average for April this year.

Infrequent and one-time major expenses in April:

- \$154 Annual AZ Underground 811
- \$647 Freedom Mailing/Upper Case Printing
- \$11,700 Patton Electric – New Control Panel at Panorama Tanks

Infrequent and one-time major revenue for April:

- None

Operations

- Received layout for the Sunset Lofts (20 one bedroom, 24 two bedrooms)
- Received layout for Airport Residences Utilities (Corner 89A and Airport Road)
- Completed Fire Flow test with Jason on Sunset, confirmed similar numbers as to what Brian provided the lofts architect previously in early 2022.
- Installed additional transmitters. About 20% of the system installed !!!
- Saturation issues district wide from the heavy rain event, including at office.
- Tree trimming broken limbs from storms at office, well sites, and tanks.

Management

USDA Grant/Loan Update: Received water main bids. Lowest was \$12.5 Million, way less than last years \$32 Million. USDA is still questioning the amount of the bids. Its been two weeks of zoom meetings, calls, and letter writing. See attached. Arsenic treatment components delivered to the contractor. He should be installing on site next week. within the next few weeks. All storage tanks back on-line. External painting is all that remains. 75% of the documents needed for the Letter of Conditions have been submitted. The remaining 25% should be completed soon. Waiting on Steve to finish the right-of-way forms.

Rowdy Rooter: No response from Steve's 11/15/22 letter. 1 yr. anniversary has passed.

Current Leaks: 200 Willow Way, 140 Oak Creek Blvd, 140 Northview. All being monitored.

ADEQ Inspection: ADEQ sent a notice of violation letter after their 3-year inspection. Two items: a tree limb and our operator needs his Water Distribution 2 licenses. Another section of ADEQ is not allowing Wayne to take his test three months early causing conflict. See attached letter.

**Oak Creek Domestic Water Improvement District
Public Meeting - held at 90 Oak Creek Boulevard, Sedona, AZ
Tuesday, March 21, 2023.**

1. Call to order and roll call:

- Called to order at 4:30 P.M.
- Present: Bob Bareuther, Doug Bowen, Paul LeFevre, Creed Ostler, Paul Slevin, Chan Smith, Ed Dowling.

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

3. Manager's Report:

- General Manager updated the BOD - See General Manager's attachment.

4. Consent Agenda Items:

A. Approval of January 2023, BOD Meeting Minutes.

January minutes include the following amended motion (Regular Agenda Items, Letter B):

"Ed Dowling made motion that by January 2024, all residential OCDWID accounts will be in the homeowner's name and the homeowner/ landlord is then responsible for all monthly water billing and payments. Seconded by Chan Smith/ All Approved."

B. Approval of January 2023, Financials.

Ed Dowling made motion, with amended minutes, to approve all Consent Agenda Items/ Seconded by Paul LeFevre/ ALL approved.

5. Regular Agenda Items:

- A. Status Update and Discussion about USDA Grant/ Loan Projects.**

6. Executive Session Items:

7. Announcements:

- A. Next Board Meeting: April 18, 2023, at 4:30 P.M.**
B. Future Board agenda items.

8. Adjournment:

- Motion to adjourn/ 5:20 P.M./ Paul Slevin.

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 – info@oakcreekwater.com

April 4, 2023

Charlene Fernandez
Rural Development State Director
230 North First Ave, Suite 206
Phoenix, Arizona 85003-1706

RE: Grant/Loan Project Progress

The District is writing concerning our current \$8 million project and the need for additional funds. We are asking for guidance in what steps need to be completed next since Jeff Hayes has resigned.

In August 2022, the District received bids for our water main project. The estimate was \$10 million and the District only received one bid, \$32 million. One bidder stated he was going to submit a bid for \$11.5 million but did not have the bonding needed. After discussions with Jeff Hayes and Lam Ho we were directed to re-bid the project and break it up into three sections. Section A would be close to the amount of funds remaining and we would open it up to more bidders by only requesting a bid bond for this section. Sections B and C would be required as part of the bid but would need additional funds. I was told USDA could not request additional funds without a bid.

The project was rebid after the plans and specifications were modified to break it down into sections and with suggestions from potential bidders. This cost the District an additional \$52,515 from the engineer. The District received the bids last week. Two bids were obtained both utilizing pipe bursting. One \$12.4 million and one for \$19.9 million. A third bid missed the deadline for submitting it \$13.2 million bid utilizing excavation.

We have done everything USDA has requested from us and we are now asking for guidance. I have attached the last correspondence with Jeff Hayes along with the two bid results.

Sincerely,



Doug Bowen

Chairman/General Manager

(928) 554-5963 dbowen@oakcreekwater.com

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd

Sedona, AZ 86336

928 282-3404 – info@oakcreekwater.com

April 14, 2023

Michael Dean
Community Program Director
8841 E. Florentine, Suite A
Prescott Valley, Az 86314

Dear Mr. Dean:

As you know, we have rebid the remaining portion of the project after spending 6 months making adjustments per last summer's discussions with Jeff Hays and Lam Ho. Whether we make further adjustments is yet to be seen but obvious additional funding is needed based on inflation over the past three years since the agreement was approved along with the shortage of materials partially due to COVID.

We are officially making a request for additional funds. There maybe only funds available to complete Sections A and Section B (\$4 Million). The remaining part of the project would have to be completed by reapplying with a new agreement. We will not know until we make the request. We are requesting this to be completed prior to the loan portion of our current agreement is reached. Any new agreement will be at a higher interest rate and even one-half a percentage would cost the District dearly.

I have enclosed copies of letters from the District's Board of Directors and our operations manager that were sent to the National office in D.C. and to the State office in Phoenix in support of this request. I have also enclosed the most recent rebid analysis from our engineering firm Ardurra.

I have the utmost confidence after meeting you twice in person that you will be our advocate like Robert Landford and Jeff Hays were when they pieced together a couple of grant funds back in 2020 to make this project a reality. USDA is a topic at every one of our monthly public meetings and every resident appreciates your efforts.

Sincerely



Doug Bowen
Chairman/General Manager

cc: Charlene Fernandez, State Director

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 16, 2023** 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 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. 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.
7. **Announcements.**
 - A. Next Board Meeting June 20, 2023 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated: 5/9/23 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.

**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 5, 2023 at 6:30 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.
5. **Regular Agenda Items.** The Board may discuss, consider, and act on these matters separately.
**A. Discussion about USDA Grant/Loan Projects:
Additional Funding & Rate Increase.**
6. **Executive Session Items.** The Board may vote to go into Executive Session for reasons set forth in A.R.S. §38-431.03.
7. **Announcements.**
 - A. Next Board Meeting June 20, 2023 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District

 _____ Dated: 6-1-23 Posted at: (time) _____
Board Member

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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 20, 2023** 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. 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.
7. **Announcements.**
 - A. Next Board Meeting July 18, 2023 at 4:30 p.m.
 - B. Future Board agenda items.
8. **Adjournment.**

Oak Creek Domestic Water Improvement District


Board Member

Dated:

6/17/23

Posted at: (time)

1:30pm

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