

Oak Creek Water District

"Serving West Sedona Since 1953"

90 Oak Creek Blvd

Sedona, AZ 86336

Date: July 14, 2023

RE: General Manager Report

Financial

The billing charges for July 2023 were \$60,000.

Infrequent and one-time major expenses in July:

- \$47,023 KP Venture – New Well Pump & Motor (Last replaced 2003, 2013)

- \$ 435 Freedom Mailing (Newsletter/Arsenic Notice)

Infrequent and one-time major revenue for July:

- None

Operations

- John Patton dialing in the new VFDs at PANO and run times on pumps for heat.

- Temporary shades put on Electrical cabinets for heat until construction is completed.

- Fann delayed due to broken tracks on mini ex.

- wellsite 4 nearing completion and the Fann electrician stated possible 3 weeks complete.

- Office work on Evap cooler, PRV leak in a different spot at PANO fixed, and weeds.

- Inventory completed.

Management

USDA Grant/Loan Update: The arsenic treatment system should be on-line some time before Labor Day. The additional funding from USDA was authorized. Currently working on interim financing. Two additional easements were signed and recorded. Steve completed the right-of-way forms. All items in the Letter of Conditions have been submitted. Waiting for USDA to close the CoBank interim loan. Once completed we will begin making the monthly payments of about \$6,301. Summit Contracting working on required forms before the notice to proceed with the water mains can take place.

Sedona Lofts: The next public hearing for this project is Tuesday at 4:30pm, the same time as the Board meeting. Received preliminary drawings. Sent the engineer the estimated tap fees. See attached letter to the Sefton Engineering.

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

ADEQ Inspection: Email from ADEQ stated for Wayne to sign up for his test as soon as he is eligible.

5-Year Rate Study: Once Ullman & Associates has completed our annual financials, we will submit them to Tom Bourassa so he updates the 5-Year rate plan with the new USDA loan.

**Oak Creek Domestic Water Improvement District
Public Meeting – held at 90 Oak Creek Boulevard, Sedona, AZ
Tuesday, June 20, 2023**

- 1. Call to order and roll call:**
Called to order at 4:30 P.M.
Present: Bob Bareuther, Doug Bowen, Ed Dowling, Paul Slevin, Chan Smith, Paul LeFevre...Creed Ostler (absent)
- 2. Call to Public for Items not on the Agenda:**
- 3. Manager's Report:**
General Manager update the BOD – See General Manager's attachment.
- 4. Consent Agenda Items:**
 - A. Approval of May 2023, BOD Meeting Minutes.
 - B. Approval of May 2023, Financials.
Paul Slevin made motion to approve all Consent Agenda Items/ Seconded by Ed Dowling/All approved.
- 5. Regular Agenda Items:**
 - A. State Update and Discussion about USDA Grant/Loan Projects
This afternoon USDA emailed the revised letter of conditions for granting the additional grant and loan funds requested. The packet was presented to the board. Tom Bourassa was contacted and given the information to review prior to completing a revised 5-year plan. If Tom does not see any red flags with the new loan and adjusting the rates, the Board has agreed to proceed with obtaining the additional funds.
- 6. Announcements:**
 - A. Next Board Meeting: July 18, 2023, at 4:30 P.M.
- 7. Executive Session Items:**

BOD Motion: Due to inflation and shortage of employees, it is recommended to increase the base rate of all employees by the current cost of living (COLA). Based on these conditions it is also recommended to give Wayne Butler, Operations Manager, a one-time bonus of \$1,000 for his exceptional performance this past year.
Motion by Paul Slevin, Seconded by Chan Smith. All in favor. No nay votes.
- 8. Adjournment:**
Motion to adjourn/5:30 P.M./ Paul Slevin

**Respectfully submitted,
Becky Lisle
Business Manager, Oak Creek Domestic Water Improvement District**

**Oak Creek Domestic Water Improvement District
Special Public Meeting - held at 90 Oak Creek Boulevard, Sedona, AZ
July 13, 2023**

1. Call to order and roll call:

- Called to order at 10:00 A.M..
- Present: Doug Bowen, Ed Dowling, Creed Ostler, Paul Slevin, Chan Smith
- Bob Bareuther (absent), Paul LeFevre (absent)

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

3. Manager's Report:

4. Consent Agenda Items:

5. Regular Agenda Items:

- A. Discussion and resolution action in regards to the USDA Grant/ Loan Project Interim Financing

Chan Smith made motion to approve Resolution 2023-03 and Resolution 2023-04 authoring interim financing in the amount of \$2,598,000 with CoBank and RCAC (Rural Community Assistance Corporation) respectively, with the fact that one of these two resolutions will be repealed at the August 2022, meeting once an agreement has been signed with the other of these two loaning agencies referenced. Seconded by Paul Slevin/ ALL approved.

6. Executive Session Items

7. Announcements:

- A. Next Regular Board Meeting: July , 2023, at 4:30 P.M

8. Adjournment:

- Motion to adjourn/ 10.05 A.M./ Ed Dowling.

Respectfully submitted,

Creed Ostler

Secretary, Oak Creek Domestic Water Improvement District