

## *ICR Water Users Association*



### MEMORANDUM

TO: Board Of Directors

FROM: Bob Busch

Date: June 23, 2009

Subject: Manager's Report

#### **1. System Operations**

**Water Audit** – The usage report summary for May is attached. I have also attached a revised summary for the period May 08 thru April 09, as some of the months were mis-labeled in the original report. None of the data was affected. I have also attached a Loss Summary for the period of Dec 07 thru May 09. Unaccounted for water during this 18 month period was .88% or 1,316,178 gallons for the Talking Rock System and 9.9% or 3,900,115 gallons for the ICR System.

**Return Payment Envelopes** – In reviewing customer payment activity for May, of 342 checks received, only 154 were personal checks. All remaining payments were made via Auto Pay (71) or via online banking (188), with the check coming from the bank. Therefore, I did not reorder payment envelopes, and we will discontinue sending envelopes with the bills when current stock runs out in July.

**Backflow Testing** – Testing of Anti-Backflow devices has finally been completed. There are 19 devices in the system that require annual testing. A complaint was filed with the ACC by one customer for whom we had not received test results and who was sent a follow-up letter. He complained that he has been forced to install a device even though his well has not been connected, and that ICRWUA threatened to disconnect service if the device was not tested. A response was sent to the customer explaining the requirement along with a copy of the Backflow tariff (which does permit service termination if devices are not tested). A copy of the reply was sent to the ACC.

#### **2. Bills of Sale**

**Talking Rock – No Change** - Backup information for the Molly Way Pump Station has been received. The Bill of Sale is ready for execution.

**Whispering Canyon** - Nothing new to report.

**3. Well#1 Transfer** – The Bill of Sale for Well#1 was received from Talking Rock as required by the WSA and Rate Order. It was executed and returned to Harvard for signature and recording.

**4. Amendments to Bills of Sale** - Draft amendments to the Bills of Sale for Wells#2 & 3 removing restrictions were received on June 5<sup>th</sup>. Review of the documents is in progress.

**5. ICR Property Transfer** – Although deeds for the two parcels at Inscription Canyon Drive have been executed, the deed for the parcel deeded to Jim Heitel had not been recorded as of June 15<sup>th</sup>. Mr. Heitel indicated that he would record it with the county in June on his next trip to Prescott.

**6. Consumer Confidence Repots** - Were mailed with the bills the first week of June.

**7. Financial Reports** – As discussed in a meeting between the MDI staff, myself and Bill Meyer, I will prepare a Cash Flow Analysis to accompany the Financial Reports each month. MDI has also made some changes to the Income Statement for clarity, including creating a subaccount for manager’s costs. All Income Statement accounts (except Purchased Water- which only applies to ICR) will be split by water system. The Cash Flow Analyses for the months of April and May have been forwarded to board members.

Respectfully submitted,

Robert M. Busch, Manager

MDI, Inc.

Attachment: Water Usage Summary – May  
Loss Summary May 08 thru April 09 (revised)  
Loss Summary Dec 07 thru May 09