

**UNAPPROVED UNOFFICIAL  
MINUTES OF OPEN PUBLIC MEETING**

**BOARD OF DIRECTORS  
STEPPING STONES COMPLEX  
6719 E. 2ND ST., ROOM #2, PRESCOTT VALLEY, AZ**

**6:30 PM  
Thursday, November 21, 2019**

**CALL to ORDER**

Chair Dave Cracknell called the **Regular Meeting** to order at 6:38 pm.

**ROLL CALL of BOARD MEMBERS** P = PRESENT NP = NOT PRESENT

**DAVE CRACKNELL (P) JO ANN HOLT (NP) KURT WOMACK (P)  
MIKE SCHUMACHER (P)**

**Also present:** No Member of the Public. **Don Bohlier** for District Management was in attendance.

**1. ANNOUNCEMENTS**

J.A. Holt family member had passed, will be able to resume attending meetings.

K. Womack gave a basic report about the November 14 meeting with City Of Prescott and himself, M. Schumacher, B. McCoy and DVWD Attorney Kozak. Discussed options of annexation, possible hookup to sewer system. FYI: Creekside (next to DV) gets water from Prescott Valley and pumps sewer to Prescott. Options are available to DVWD.

D. Bohlier gave a summary of the Lapis water main replacement job, completed in 7 days. They found a previous repair of end of transite pipe that was a concrete plug inside the pipe with a cinder block placed at the end. County will put in new culverts and pave about 100 feet.

**2. INTERVIEW AND APPROVAL OF GRAY JANCHIK TO ASSIST THE DISTRICT IN WRITING GRANT APPLICATIONS**

Tabled due to first snow and consultant not attending.

**3. BOARD DETERMINATION OF WHAT CAPITAL IMPROVEMENT PROJECT(S) TO PURSUE GRANT MONEY FOR**

Tabled due to first snow and consultant not attending.

#### 4. TREASURER'S REPORT

Mike Schumacher gave a very brief summary. Some figures were adjusted after audit.

Category	31-Oct-19	30-Sept-19	% Change
Cash Balance	\$629,778.37	\$628,520.75	0.20%
Accounts Receivable	\$ 64,093.44	\$ 69,304.72	-7.52%
Water Revenues	\$ 51,675.02	\$ 55,558.53	-6.99%
New Hookup Contributions/Fees	\$ 5,600.00	\$ 5,600.00	**%
Total Income	\$ 63,836.29	\$ 70,341.66	-9.25%
Cost of Water (Cal. Mo.)	\$ 16,075.34	\$ 18,335.68	-12.33%
Repairs & Maintenance	\$ 20,755.50	\$ 1,244.37	**%
Capital Outlay - Service Line Replacement	\$ -0-	\$ 10,100.00	**%

\*\*Percentage not shown due to extreme variability.

#### 5. ADMINISTRATIVE

A) Approval of Special Session Meeting Minutes November 14, 2019.

K. Womack made the motion to accept amended Minutes, seconded by D. Cracknell.

**APPROVED:** 3-0. Cracknell - YES, Womack - YES, Schumacher - YES.

#### 6. MANAGER'S REPORT

A) Monthly Report. Don gave his report.

October Monthly Report:

Total active customers - 760; Total Water Sales Revenue - \$16,541.59; Total Base Service - \$32,477.50; Total Tax collected - \$3,218.39 (AZ Municipal tax \$15.42); Total Current charges - \$53,916.54. Total Establishment Fees - \$455.00.

Average water bill \$70.09; Total Gallons pumped - 3,468,001; Total Gallons Sold - 2,419,269; Accounted Water Loss - 251,000; Unaccounted Water Loss - 797,732. Actual **PERCENT WATER LOSS - 23.00%**. Meters read from 9-19-19 to 10-18-19, 30 days.

Applications 10 owners and 3 renters, no new hook-ups. Water quality tests were good for total Coliform (two per month). Leak detection from meter reading.

9/30 at 4501 & 4511 Robin finally got leak fixed, 250,000 gallons lost, over 11 days 9/20 - 9/30. 10/17 at 1120 Opal Dr. PVC pipe broke, 1,000 gal. On 10/7 at 1509 Lapis, exposed meter. Surveyed the system to see that 338 services exist that could be upgraded. 10/23 completed two well abandonment at Emerald DVWD former pump station location. 10/28 at intersection of Robin and Lois installed two isolation valves.

Billing software update.

The customer service has been lacking with Muni billing, has found out when transitioning with Bradshaw, has not proceeded with DVWD. CUSI is another company that is working with Manager's office much better, will report pricing next meeting.

**CALL TO THE PUBLIC**



**7. NEXT MEETING REVIEW**

Chair Cracknell said might have a Special Session with grant writer, TBA.

**ADJOURNMENT**

Adjourned by consensus.  
**Meeting adjourned at 7:30 PM.**

NOTE: [M00.00.2015] Indicates reference to Minutes from previous meetings.

[aa] Robert's Rules Of Order.

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 11-22-19.

DRAFT to be APPROVED of these Meeting Minutes sent via email to all current Board Members and Management for review. Board approval to be an agenda item at the next scheduled DVWD REGULAR Meeting. In addition, two copies maintained and available in a file box at Permanent location at 1150 N. Opal Dr., Prescott, AZ 86303 in Diamond Valley for interested public.

An email copy of future DVWD Meeting Minutes and Agendas can be sent by requesting to be put on the electronic PerDVEmailRequest group list and providing an email address to: [contact-us@dvwdist.com](mailto:contact-us@dvwdist.com)

**APPROVED ON:** \_\_\_\_\_, 2019 \_\_\_\_\_ by D. Cracknell, J.A. Holt, K. Womack, M. Schumacher.