

# MINUTES OF OPEN PUBLIC MEETING

## DIAMOND VALLEY WATER DISTRICT BOARD OF DIRECTORS

PRESCOTT VALLEY TOWN HALL  
CONFERENCE ROOM #330 3RD FLOOR  
7501 E. SKOOG BLVD., PRESCOTT VALLEY, AZ 86314

**5:00 PM Thursday, April 28, 2022**

### **CALL to ORDER**

Chair Mike Schumacher called the **Budget Workshop** to order at 5:00 pm.

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

**MIKE SCHUMACHER (P)      JO ANN HOLT (P)      KURT WOMACK (P)**  
**NICHOLE KOWALSKI (P)      RICK COSTIANES (P)**

**Also present:** One Member of the Public, **Dennis Charles. Don Bohlier** for District Management, and DVWD Accountant **John Sullivan** of SCCA was in attendance.

### **BUDGET WORKSHOP**

#### A. PART ONE REVIEW

##### a. Regular Expenses

John Sullivan handed out worksheets for Board members. For example, FY (Fiscal Year) '22, water revenues budgeted for \$680,000, with 12 new homes added bumped up to \$690,000. Total revenue projection is \$804,000. System Repairs and Maintenance FY '22 was \$175,000, due to the Ramada Tank replacement leaving less it's \$150,000 for FY '23. Mainline repair, service line repair and meter installation was dialed back due to Ramada Tank replacement expenditure. Computer and software was budgeted FY '22 for \$1,000, but \$3,173.82 was spent July '20 – June '21, FY '23 projection remains at \$1,000. Office supplies was budgeted FY '22 \$1,500, but \$3,269.43 was spent 7/20 – 6/21, FY '23 projection is \$500. Capital Reserves (for emergency use) is \$52,100.

##### b. Professional Consultants

Management/Operations/Admin FY '22 budgeted at \$135,000, but \$144,150.53 was spent 7/20 – 6/21. Total Expenses FY '22 budget was \$803,600, but 7/20 – 6/21 was \$773,286.92, FY '23 projection is \$751,900. Don Bohlier has given input for the transition to new Operations.

##### c. 2022-2023 Rates

No change is expected or projected. No indication that Prescott Valley will raise their rates.

#### B. PART TWO

##### a. Capital Improvements – Priority List

Discussed storage containers at Ramada Tank location, and automated floats for the new Ramada Tank. Chair Schumacher's preliminary search for containers found used 40 feet units \$7237, and refurbished 40 feet with doors and windows \$13,022. Don said the pad is about  $\frac{3}{4}$  prepared. Kurt asked why more

projects were not listed, Don and Mike said the Ramada Tank project spent \$320,000 which \$111,000 was on the rental tanks.

SCCA will prepare the Budget for the next meeting, to be approved, before having the Hearing.

## **REGULAR MEETING**

Chair Mike Schumacher called the Regular Meeting to order at 5:39 pm.

### **1. ANNOUNCEMENTS**

a. Ramada storage unit

Discussed in the Budget Workshop.

b. Set up Gmail accounts for new members

### **2. TREASURER'S REPORT**

John Sullivan handed out copies, and reviewed the report.

Category	31-Mar-22	31-Feb-22	% Change
Cash Balance	\$419,159.69	\$426,924.67	-1.82%
Accounts Receivable	\$ 75,592.71	\$ 78,402.05	-3.59%
Water Revenues	\$ 51,041.04	\$ 45,290.09	12.70%
New Hookup Contributions/Fees Total Income	\$ 9,900.00	\$ 3,300.00	**
Cost of Water (Cal. Mo.)	\$ 15,199.52	\$ 12,737.90	19.33%
Repairs & Maintenance	\$ 27,942.10	\$ 18,329.81	52.44%
Capital Outlay - Service Line Replacement	\$ 8,285.00	\$ 9,002.98	-7.97%

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

### **3. MANAGER'S REPORT**

a. Monthly Report. Don gave his report. March 2022 Monthly Report:

Total active customers - 759; Total Water Sales Revenue - \$15,501.34; Total Base Service - \$33,743.14; Total Tax collected - \$3,227.54 (AZ Municipal tax \$14.53); Total Current charges - \$54,052.06. Total Establishment Fees - \$385.00.

Average water bill \$71.21; Total Gallons pumped – 3,039,319; Total Gallons Sold – 2,238,221; Accounted Water Loss – 5,000; Unaccounted Water Loss – 809,445. Actual **PERCENT WATER LOSS – 26.63%**. Meters read from 2/18/22 to 3/17/22, 32 days.

Applications 4 owners and 3 renters, new hook-up on 3/22/22 at 1841 Jade Circle. Water quality tests were good for total Coliform (two per month). Leak detection on going.

On 3/24/22 at 4787 & 4799 Amber Rd. upgrade 2 services, old sets did not have check valves, put in new meters. 8 acres on corner of Robin and Highway 69, a hospital is going to be built, developer wanted temporary water service to a trailer, also need to get the perimeter surveyed for our Easement. Developer also requested a 2 inch meter for construction use, Don asked the Board what we thought; we had concerns about being able to supply the volume, asked to have a contingency about when they

would refill a temporary tank on a timer, and have a backflow valve. The Board agreed by consensus, with conditions. They have 45 days scheduled for construction. Don discovered the house at the end of Rhinestone Dr. has the 4 inch main going across their property and not in the Easement, is about 10 feet from the house, so the District needs to relocate the main.

#### **4. ADMINISTRATIVE**

a. Approval of Budget Workshop Meeting Minutes April 14, 2022\

K. Womack made the motion to accept the Minutes with no revisions, seconded by J.A. Holt.

**APPROVED:** 5-0. Schumacher - YES, Womack - YES, Holt - YES, Kowalski – YES, Costianes.

b. Download FY 21-22 Agenda-Minutes-Resolutions to thumb drives.

Kowalski and Holt got their DVWD thumb drives updated.

#### **5. NEXT MEETING PREVIEW**

Budget approval (Hearing in early June), update on hospital temporary hookup, change of Operations. May 12 at 5:00 pm.

#### **CALL TO THE PUBLIC**

No DVWD Members of the Public.

#### **ADJOURN TO EXECUTIVE SESSION – MANAGEMENT**

Adjourned at 6:10 pm.

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#### **RETURN TO REGULAR MEETING**

Chair Mike Schumacher called the **Regular Meeting** to order at 6:22 pm.

K. Womack explained the Board discussed a transition in Operations, will announce at the next meeting as an Agenda item. Dennis Charles presented a resume, and discussed his experience.

#### **ADJOURNMENT**

Adjourned by consensus.

**Meeting adjourned at 6:32 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 5-13-22.

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 5145 Ramada Dr., Prescott, AZ 86301 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:** May 12, 2022 by M. Schumacher, K. Womack, J.A.Holt, N. Kowalski.