

# 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 20, 2023**

### CALL to ORDER

Chair Mike Schumacher called the **Regular Meeting** to order at 5:07 pm.

### ROLL CALL of BOARD MEMBERS P= Present. NP= Not Present

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

**Also present:** No Members of the Public. **Dennis Charles** for District Management, and **John Sullivan** from Accountant Crandall's SCCA Solutions was in attendance. J.A. Holt via speaker phone.

### 1. ANNOUNCEMENTS

a. Update bank signature document.  
All current Board Members have signed the document.

### 2. TREASURER'S REPORT

a. John Sullivan handed out copies of January February and March. Cash balance is low due to the Rhinestone Replacement Project.

Category	31-Jan-23	28-Feb-23	31-Mar-23
Cash Balance	\$171,575.27	\$156,745.48	\$151,052.85
Accounts Receivable	\$ 70,980.01	\$ 74,698.34	\$ 69,807.10
Water Revenues	\$ 48,070.47	\$ 50,404.81	\$ 55,158.55
New Hookup Contributions/Fees Total Income	\$ 6,600.00	\$ 6,600.00	\$ -
Cost of Water (Cal. Mo.)	\$ 15,701.26	\$ 15,608.60	\$ 15,989.64
Repairs & Maintenance	\$ 2,168.50	\$ 1,297.47	\$ 7,672.80
Capital Outlay - Service Line Replacement	\$ 24,542.05	\$ 19,331.38	\$ 1,676.00

b. Start of Budget discussion.

Consensus among the Board is that only emergency projects will be possible, no projects outside of the grant scope. Highlights: the late fees for last 12 months (July '22 - June '23) is \$10,810.00. Hook-up Construction Fee \$49,800.00, new Hook-up contribution \$71,636.78. FY '23 Budget for Total Revenues was \$804,000 and the actual last 12 months was \$809,044.25, so we have in the '24 \$788,800. System Repairs '23 Budget was \$180,000, but the Rhinestone Replacement Project cost around \$157,861. Board

Stipends '23 Budget was \$6,750 - last 12 months was \$3,300 due to not having a meeting every month; Travel/Mileage last 12 months \$899.41. Total Expenses '23 Budget was \$781,900 - last 12 months \$730,697.65 (but Jan. '22 - Dec. '22 was \$825,561.73), so we will have for '24 \$719,800. The District will be able to maintain Contingency Expenses of \$50,000.  
J.A.Holt needed to depart from call.

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

a. Monthly Report. Dennis gave his February and March 2023 Monthly Reports:

February: •Total active customers 771. •Total Water Sales Revenue \$17,993.90. •Total Base Service \$33,940.03. •Total Tax Collected \$3,410.87 (AZ Municipal tax \$16.41). •Total Current charges \$56,719.95. •Total Establishment Fees \$210.

•Average water bill \$73.56. •Total gallons pumped 3,224,590. •Total gallons sold 2,513,661.  
•Accounted water loss 4,800. •Unaccounted water loss 757,131. •**Actual PERCENT WATER LOSS = 23.48%**. •Meters read from 1/19/23 to 2/20/23.

Applications 2 owners and 4 renters, two new hook-ups.  
New hook-ups at 1950 Coral Dr. And 1914 Emerald Dr. 2 inch water main installed on Douglas.

March: •Total active customers 772. •Total Water Sales Revenue \$13,974.14. •Total Base Service \$34,063.28. •Total Tax Collected \$3,141.59 (AZ Municipal tax \$13.46). •Total Current charges \$51,826.42. •Total Establishment Fees \$315.

•Average water bill \$67.13. •Total gallons pumped 2,778,030. •Total gallons sold 2,058,685.  
•Accounted water loss 62,640. •Unaccounted water loss 668,897. •**Actual PERCENT WATER LOSS = 24.08%**. •Meters read from 2/20/23 to 3/20/23.

Applications 5 owners and 11 renters, no new hook-ups.

On 3/13 at 4565 Ramada Dr. Leak on 2 inch main, on 3/31 at 4910 Diamond Dr. Leak. There is a high usage of 250,000 gallons on Diamond Court that needs investigation, put on a door tag.

b. Update on Primary Service Line Under AZ69 Grant.

Met with David from the County about grant on 3/20. Was given an example of the format to be used, a 35 page document done by cities.

Update on the hospital, they will be putting in a 250,000 gallon (bigger than Ramada tank) water tank for fire suppression. They are scheduling blasting at 6 AM, which closes 69.

### **4. ADMINISTRATIVE**

a. Approval of Regular Meeting Minutes February 23, 2023.

M. Schumacher made the motion to accept the Minutes, seconded by R. Costianes.

**APPROVED:** 4-0 Schumacher - YES, Womack - YES, Kowalski - YES, Costianes - YES.

**5. NEXT MEETING PREVIEW**

May 25, 4:00 PM. Approval of FY '23-'24 Budget.

**CALL TO THE PUBLIC**

No comments.

**ADJOURNMENT**

Adjourned by consensus.

**Meeting adjourned at 6:00 PM.**

NOTE: [M00.00.2023] indicates reference to Minutes from previous meetings. [aa] Robert's Rules Of Order. *Revisions in italics.*

Meeting Minutes prepared by Kurt Womack, Clerk/secretary and made available on 6/05/23.

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 the file box at permanent location at 5090 E. 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@dvdist.com](mailto:contact-us@dvdist.com)

APPROVED ON: May 25, 2023 by M. Schumacher, K. Womack, J.A. Holt, N. Kowalski, R. Costianes.