

MINUTES OF OPEN PUBLIC MEETING

Diamond Valley Water District Board of Directors

PRESCOTT VALLEY PUBLIC LIBRARY
CRYSTAL ROOM 3RD FLOOR
7504 E. SKOOG BLVD., PRESCOTT VALLEY, AZ 86314

5:00 PM Wednesday, June 28, 2023

CALL to ORDER

Chair Mike Schumacher called the **Public Hearing** to order at 5:00 pm.

Also present: Four Members of the Public, Nichole Kowalski, David & Gloria Mason, Patti Sheaffer. **Dennis Charles** for District Management, and **John Sullivan** from Accountant Crandall's SCCA Solutions was in attendance.

PUBLIC HEARING 2022-2023 BUDGET

1. CALL TO ORDER

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

MIKE SCHUMACHER (P) JO ANN HOLT (P) KURT WOMACK (P)

RICK COSTIANES (P)

2. INTRODUCTION OF PUBLIC HEARING BY CHAIR

3. COMMENTS FROM PUBLIC

David Mason had questions: Postage had increased, John Sullivan explained that previous Manager Bohler was including in his management fee, now it's broken out separately, basically the same cost. Website maintenance \$1,500 per year, website is in bad condition needs to be updated, link to Agenda/Minutes is confusing needs to be fixed; Sullivan explained that \$600 of that fee is for the Google Suite fees. Been having issues with contacting Sarti and working with the website.

4. CLOSE OF BUDGET PUBLIC HEARING - ADJOURNMENT

Adjourned 5:14 pm.

REGULAR MEETING

CALL to ORDER

Chair Mike Schumacher called the **Regular Meeting** to order at 5:14 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: Four Members of the Public, Nichole Kowalski, David & Gloria Mason, Patti Sheaffer, **Dennis Charles** for District Management, and **John Sullivan** from Accountant Crandall's SCCA Solutions was in attendance.

1. ANNOUNCEMENTS

a. Explanation for cancelled June 7 Budget Hearing.

Kurt forgot to create the Agenda, Chair Schumacher said he overlooked asking where it was. Schumacher attended an Open Meeting Law class with the Yavapai Regional Hospital District and Yavapai Developmental Authority board; basically no malice, we are a voluntary board.

2. TREASURER'S REPORT

John Sullivan said that because it's the end of the Fiscal Year, needed to close out before doing the May report. Cash balance is low due to two large projects, have reduced repair and maintenance, Rhinestone realignment hit the reserves. Will need to an Audit review this year, starting next month.

3. MANAGER'S REPORT

a. Monthly Report. Dennis gave his May 2023 Monthly Report:

•Total active customers 772. •Total Water Sales Revenue \$21,799.86. •Total Base Service \$34,189.42. •Total Tax Collected \$3,689.76 (AZ Municipal tax \$29.30). •Total Current charges \$69,891.42. •Total Establishment Fees \$525.

•Average water bill \$90.53. •Total gallons pumped 3,719,850. •Total gallons sold 2,994,615. •Accounted water loss 16,800. •Unaccounted water loss 789,638. •**Actual PERCENT WATER LOSS = 21.23%**. •Meters read from 4/19/23 to 5/19/23.

Applications 6 owners and 13 renters, two new hook-ups.

No new hook-ups.

On 5/09 at Diamond Dr. On 5/22 at 5011 Regina Ct. 16,800 gallons lost.

Received 16 new waters meters from Badger, finally.

b. Update on Primary Service Line Under AZ69 Grant.

Some discussion about running a new main from Home Depot along AZ69, but most likely will redo the primary main under AZ69, will need Engineering irregardless.

4. ADMINISTRATIVE

a. Approval of Regular Meeting Minutes May 25, 2023.

J.A. Holt made the motion to accept the May 25 Minutes, seconded by R. Costianes.

APPROVED: 4-0 Schumacher - YES, Womack - YES, J.A. Holt - YES, Costianes - YES.

b. Approval of Special Session Minutes June 14, 2023.

R. Costianes made the motion to accept the Minutes, seconded by J.A. Holt.

APPROVED: 4-0 Schumacher - YES, Womack - YES, J.A. Holt - YES, Costianes - YES.

5. NEXT MEETING PREVIEW

July 20, Kurt said we need to get back to Thursday. Add website developer Sadi Sarti update.

Emergency response plan update. *[edit: due to schedule conflict with Prescott Valley, moved to the 27th]*

CALL TO THE PUBLIC

David Mason wants to get the Board member terms clarified, 4 years per member, there are 2 year intervals. Website needs to be updated/corrected showing Board member terms.

Gloria Mason asked the Account (Sullivan) gave the Treasurer's report, not the Treasurer; N. Kowalski has been Treasurer but due to term technicality was unable to. The Board broke the law about not electing positions every year in January, even if positions don't change. Why was Secretary Womack doing the Agenda, it's the Chair's job; Schumacher delegated Kurt to do it. Do we have a Records request form; yes. Complained about cancelled Budget Hearing violating Open Meeting Law.

P. Sheaffer asked what legal requirement would there be if water was shut off. Manager Charles said we have emergency response plan, which he is updating, explaining what could be done. Asked about Fire Department using the Ramada water tank; Womack explained we had discussed having a standpipe but the 4 inch water main abandoned the idea.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 5:54 PM.

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

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 7/31/23.

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

APPROVED ON: July 27, 2023 by M. Schumacher, K. Womack, J.A. Holt, N. Kowalski, R. Costianes.