

MINUTES OF OPEN PUBLIC MEETING

Diamond Valley Water District Board of Directors

PRESCOTT VALLEY PUBLIC LIBRARY
CRYSTAL ROOM 3RD FLOOR
7401 E. SKOOG BLVD., PRESCOTT VALLEY, AZ 86314

5:00 PM Thursday, July 27, 2023

CALL to ORDER

Chair Mike Schumacher called the **Regular Meeting** to order at 5:05 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: 3 Members of the Public, Gayle Quinn (with her mom), Johui Reynolds. **Dennis Charles** for District Management.

1. ANNOUNCEMENTS

- a. Explanation for meeting this month on the 4th Thursday, and Item 2.
Chair Schumacher had reviewed the Resolution [R2018-08-14] saying we need to have one meeting per quarter, and call a meeting anytime. Does not state specific Thursdays. We discussed, decided to have it on the 4th Thursday, otherwise no need to change. Kurt asked Mike about scheduling meetings two months out, so would know in Next Meeting Preview. Agreed by consensus.
- b. Update on Nichole Kowalski's Oath.
Got it Notarized at Wells Fargo, dropped off at the County Elections office.
- c. J.A. Holt is going to go through our records, to start cleaning out old documents per Records procedures.

2. ELECTION OF 2023 OFFICERS

- a. Chair - Michael Schumacher
- b. Vice Chair - Jo Ann Holt
- c. Clerk / Secretary - Kurt Womack
- d. Treasurer - Nichol Kowalski
- e. Member At Large - Rick Costianes

K. Womack made the Motion to switch his position with J.A. Holt; Jo Ann declined, no second, Motion failed.

M. Schumacher made the motion to accept current positions as defined, seconded by K. Womack.

APPROVED: 5-0 Schumacher - YES, Womack - YES, J.A. Holt - YES, Kowalski - YES, Costianes - YES.

3. TREASURER'S REPORT

a. Chair Schumacher handed out copies of the May report.

Category	31-May-23	28-Apr-23
Cash Balance	\$168,344.18	\$175,222.43
Accounts Receivable	\$ 68,335.25	\$ 66,891.54
Water Revenues	\$ 54,705.64	\$ 53,323.45
New Hookup Contributions/Fees Total Income	\$ -	\$ -
Cost of Water (Cal. Mo.)	\$ 17,375.62	\$ 18,250.00
Repairs & Maintenance	\$ 15,667.32	\$ -
Capital Outlay - Service Line Replacement	\$ -	\$ -

b. June 2023 end of Fiscal Year, to be included in Audit review.
Chair said the year end audit will be done next month.

3. MANAGER'S REPORT

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

February: •Total active customers 772 •Total Water Sales Revenue \$22,044.84 •Total Base Service \$33,841.13 •Total Tax Collected \$3,686.12 (AZ Municipal tax \$20.22) •Total Current charges \$62,566.98 •Total Establishment Fees \$280.

•Average water bill \$81.04 •Total gallons pumped 3,984,420. •Total gallons sold 3,074,575. •Accounted water loss 73,200. •Unaccounted water loss 847,144. •**Actual PERCENT WATER LOSS = 21.26%** (last mo. 21.23%). •Meters read from 5/19/23 to 6/19/23.

Applications 6 owners and 3 renters, no new hook-ups.

On 6/21 at 1750 Emerald 4" water main 19,000 gallons lost. On 6/30 at 4873 Gemstone 1" galvanized (unusual) service line 54,200 gallons, this was a big leak that was keeping an apricot tree vibrant for years.

CCR Report (water quality) for 2022. Handed out list of Board members to verify emails, needs to be corrected. Updated the DVWD properties for the insurance, that still had lots that were sold, got Ramada property with new tank and containers and fence added, District has 7 vacant lots, also had the option to add a clause for terrorism which we added. Yavapai County sent an email requesting the District add a flyer about cutting weeds with our bill, we had already received a letter making it sound like we had a violation, the Board agreed by consensus to not do it. Dennis said there was a hack potential reported by a customer, but our new computer has 3 firewalls. Dennis found a 6" water main on Amber, records show it's a 4".

b. Update on Primary Service Line Under AZ69 Grant.

Have a meeting next Thursday, wanted to have 2 Board members come along. Working on getting a price on boring. The County requested how to break down the projects by street.

c. Emergency Response Plan updated.

It was very out of date, and is now current. Discussed how to store in the Office container.

d. Approve Fees and Changes 2023-2024 no changes just Dates corrected.

Dennis handed out copies of the Fee schedule with updated dates.

e. Website update.

Dennis finally got in touch with Sadi Sarti, she has done some improvements. Mike said we need to get rid of the Covid notice, agreed by consensus. Our Google listing is incorrect, Dennis asked if we should have the District address at the Ramada tank/pumphouse/office location; yes. J.A. Holt found the Minutes when we hired Sadi in 2016 [8.M02.15.2016(SS7pm)]. Kurt suggested doing all correspondence with Sadi via email, for a record.

4. ADMINISTRATIVE

a. Approval of Regular Meeting Minutes June 28, 2023.

Need to change the website address at the bottom (start this month).

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

APPROVED: 5-0 Schumacher - YES, Womack - YES, J.A. Holt - YES, Kowalski - YES, Costianes - YES.

5. NEXT MEETING PREVIEW

August 24, 5:00 PM.

CALL TO THE PUBLIC

Johui is new to the District, had some basic questions about the fees, was handed a copy of the rate schedule, and Dennis answered.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 5:59 PM.

NOTE: [M00.00.2023] 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 8/28/23. *Revisions in italics.*

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@diamondvalleywaterdistrict.com

APPROVED ON: August 24, 2023 by M. Schumacher, K. Womack, J.A. Holt, N. Kowalski, R. Costianes.