

MINUTES OF OPEN PUBLIC MEETING

BOARD OF DIRECTORS
DIAMOND VALLEY WATER DISTRICT OFFICE
(LEGAL SHIELD BUILDING)
1277 N. RHINESTONE DR., PRESCOTT, AZ

7:00 PM

Monday, November 13, 2017

CALL to ORDER

Chair Dave Cracknell called the **Special Session (Workshop)** to order at 7:16 pm.

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

DAVE CRACKNELL (P) JO ANN HOLT (P) KURT WOMACK (P)

BARRY MCCOY (P) BILL HUNT (NP)

Also present: No Members of the Public. **Don Bohler** for District Management.

1. ANNOUNCEMENTS

Chair Cracknell wanted to do an Executive Session with DVWD Attorney Kozak and DVWD Accountant Crandall, for Record retention, *tentatively scheduled for Jan. 15, 2018.*

Title of Diamond Dr. property was transferred last Friday, Kozak will record with the County.

[M10.09.2017(SS6.30pm), item 3; M10.23.2017(RM7.00pm), item 1]

Manager's Granite Springs Water office will have Friday hours 9:00 - 1:00.

2. SCHEDULING OF END OF FISCAL YEAR PRESENTATION BY MR. DAVID SNYDER

Mr. Snyder has *completed the yearly* Audit, Chair Cracknell asked when would be a good time for presentation. Consensus was to get it out of the way. [08.28.2017(RM7.00pm), item 6]

Chair Cracknell motioned to have presentation for November Monthly Meeting; seconded by J.A. Holt.

APPROVED: 4-0.

Chair Cracknell asked to [Suspend the Rules], and go back to Announcements.

3. SCHEDULE ROUNDTABLE DISCUSSION OF RECORDS RETENTION

Roundtable of Record Retention, referred to an email from K. Womack with some of the Arizona State Library, Archives and Public Records - Powerpoint presentation, which prompts a reason for further Board discussion. B. McCoy said they are willing to give an hour or so presentation to the Board, he can schedule. [M10.23.2017(RM7.00pm), item 2]

TABLED.

4. RESOLUTION 2017-11-13 HOLIDAY MEETING SCHEDULE

Chair Crandall read the new Resolution dealing with Monthly Meetings for Memorial Day and Christmas, which are Federal Holidays which fall on the forth Monday.

J.A. Holt made the motion to adopt Resolution 2017-11-13; B. McCoy seconded.

APPROVED: 4-0.

5. APPROVAL OF DRAFT MINUTES

A) October 23 Monthly Meeting.

Chair Cracknell had revisions, used Wite-Out too.

Kurt Womack made the motion to approve revised Minutes, seconded by J.A. Holt.

APPROVED: 4-0.

6. PRESENTATION OF NEW DVWD EMAIL DOMAIN BY SCA ASSOCIATES

TABLED due to absence of SCA Associates.

K. Womack asked about procedure of notifying everyone; should be reactive as correspondence comes in.

K. Womack asked about having a disclaimer attached to all emails, had forwarded an email from another board for an example, Cracknell forwarded to Attorney Kozak for review.

Chair Cracknell called Stephen Crandall, who apologized for calendar screw up. Crandall offered to help each Board member get set up with new Gmail accounts.

[M08.28.2017(RM7.00pm), item 7]

7. UPCOMING AGENDA ITEMS/ NEXT SCHEDULED MEETING

Schedule end of year presentation by David Snyder, Regular reports.

Regular Meeting Nov. 27 at 7:00PM.

Remaining 2017 meetings: 11/27, 12/1 Or 8, 12/19. January 8 or 15, 2018 tentative.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 7:45 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 12-01-17.

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 1277 N. Rhinestone Dr., #2, 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: <http://diamondvalleywaterdistrict.com>

APPROVED ON: NOVEMBER 27, 2017 by D. Cracknell, J.A. Holt, K. Womack, B. McCoy, B. Hunt.