

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, January 08, 2018

CALL to ORDER

Chair Dave Cracknell called the **Special Session** to order at 6:34 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: Two Members of the Public, DVWD Attorney Bob Kozak, DVWD Accountant Stephen Crandall and John Sullivan. **Don Bohlier** for District Management.

1. ANNOUNCEMENTS

Final coordination for the Newsletter.

Kurt said it's time to put all of the 2017 Agendas and Minutes onto Board member thumb drives.

Barry McCoy handed out copies of December Treasurer report, will be part of Regular Meeting reports.

2. JOHN SULLIVAN SCA ASSOCIATES DISCUSSING UPLOADING FILES ONTO THE SHARED FOLDER ON DVWD WEBMAIL AND WORKING OUT ISSUES WITH FILES NOT BEING VISIBLE ON ALL BOARD MEMBERS COMPUTER/DEVICES

Mr. Sullivan started out explaining that we need to start off going into the "DVWD Shared Folder DVWD", otherwise whatever we add is only seen by who downloaded it. Handed out copies of instructions to members. Most of the time we will be working with Calendar Year (financial is Fiscal Year), make a folder for each month is recommended. File name needs to have FY number for each month: example January is month 07, and June is month 01, to keep in order on the Google drive. John suggested to Kurt to download Minutes into monthly "Board Packets" file. When we scan documents, be sure to rename with description instead of using generic scan #.

Since we finished early, Chair Cracknell requested to [Suspend the Rules], and move item 5* up in order, agreed by consensus.

K. Womack [requested to make a motion to add Call To The Public], since we had Members of the *community* in attendance, approved by consensus. Mark & Susan Hazelton are new to Diamond Valley, saw sign announcing meeting. Had questions regarding Hook-up and history of DV, realtor

indicated to them that this is “a private water source.” Arranged Hook-up with Manager Bohler. Asked if there are water restrictions, no.

3. ADJOURN TO EXECUTIVE SESSION FOR LEGAL COUNSEL

1. Discussion of Record Retention and destruction of DVWD files

Adjourned at 7:06 pm.

4. RETURN TO SPECIAL SESSION - ROLL CALL

Returned at 8:13 pm. All present except B. Hunt.

Chair Cracknell made the motion follow the findings made by DVWD Attorney Kozak and DVWD Accountant Crandall; seconded by K. Womack.

APPROVED: 4-0.

5. APPROVAL OF DRAFT MINUTES

- A) December 18, 2017 Regular Meeting.

* Chair Cracknell submitted some revisions.

K. Womack made the motion to approve the revised Minutes; seconded by J.A. Holt.

APPROVED: 4-0.

6. FUTURE AGENDA ITEMS/NEXT MEETING

Regular reports, [...], update member thumb drives. Cracknell anticipates one meeting in February and March, April will be about the Budget.

January 22, 2018, 7:00 pm, Regular Meeting.

ADJOURNMENT

Chair Cracknell moved to adjourn; seconded by K. Womack.
Meeting adjourned at 8:15 PM.

NOTE: [M00.00.2015] 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 01-28-18.

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: JANUARY 22, 2018 by D. Cracknell, J.A. Holt, K. Womack, B. McCoy, B. Hunt.