

**UNOFFICIAL UNAPPROVED**  
**MINUTES OF OPEN PUBLIC MEETING**  
**BOARD OF DIRECTORS**  
**DIAMOND VALLEY WATER DISTRICT OFFICE**  
**(FORMERLY KNOWN AS LEGAL SHIELD BUILDING)**  
1277 N. RHINESTONE DR., PRESCOTT, AZ

**10:00 AM**  
**Friday, April 13, 2018**

**CALL to ORDER**

Chair Dave Cracknell called the **Special Session Budget Workshop** to order at 10:12 am.

**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 Bohlier** for District Management was not in attendance.

**1. ANNOUNCEMENTS**

Kurt was late. Verified that procedure for announcing the meeting is legal despite not having signs placed on streets, the Manager’s secretary had posted on the DVWD website, Kurt had posted paper copies in the legal box at the church (Kurt calls it the secret box that nobody looks at).

D. Cracknell had the District’s laptop running to see what was on it, had downloaded all files onto a thumb drive. Dave asked Kurt if we had a “file” for thumb drives, Kurt suggested having a marked box in the fire-proof file cabinet for keeping miscellaneous thumb drives.

Kurt said Chair Cracknell should be able to send the Agenda to all Board Members, without relying on Clerk/Secretary to forward 24 hours prior. Dave has been sending separate email to Manager for posting.

Kurt asked if a recording of his KYCA call to County Supervisor Smith regarding DV street paving could be posted on our website.

**2. ADMINISTRATIVE**

A) Approval of Minutes Special Session April 6, 2018

Chair Cracknell had minor revision. K. Womack made the motion to approve revised Minutes for April 6 Special Session; seconded by B. Hunt.

**APPROVED:** 5-0.

**3. FINALIZE PART ONE BUDGET**

Chair Cracknell had revised some items with input from DVWD Accountant Crandall that were to be reviewed. Projecting Water Revenues at \$660,000 and Hook-up Construction Fees at \$26,000 for FY 18-19. Planning to add \$50,000 to the Emergency Capital Funding.

**4. BUDGET WORKSHOP PART TWO - LED BY DON BOHLIER**

Regarding water tanks: tanks previously tested in 2009, Opal tank was replace 2010. Ramada inspected 2014 at cost of about \$2,600, bolt repairs might not have been done, but recoated. Lisa tank facility really needs evaluation. Cracknell guesstimated \$10,000 for inspecting water tanks. Cracknell considered Womack’s request of \$150,000 systems repairs and maintenance. Kurt asked if this is the time to discuss improvements to Lisa tank facility, Cracknell said August for 5 year plan.

Cracknell wanted to consider Diamond Drive service lines replacement, about 11 services need to cross the street, estimate of \$55,000.

Jean Drive is a looming project. It has been a long abandoned street, disconnected due to flooding in the wash years ago. Someone had done basic grading on two lots and graded the street. More discussion is expected if the owner is wanting to build. Kurt has video of a recent gully washer. Only a problem if owner expects to get a water meter within a few months.

Cracknell had a proposed Fees and Charges schedule: increase Commodity Rates to reflect Prescott Valley 4% increase. Discussed Water Hookup fees: two years ago rolled back from \$5,400 to \$3,800, consensus was to increase \$200.

Chair Cracknell made the motion to increase the Hookup Fee to \$4,000; seconded by B. Hunt. APPROVED: 5-0.

System Improvement Surcharge: brings in about \$30,600 per year. Cracknell asked if it should remain, until we come up with a 5 year plan to justify any change. Kurt suggested adding this to the next newsletter, with an actual list before raising at all.

**5. FINALIZATION OF FISCAL YEAR 2018-19 BUDGET**

Since Manager was not in attendance, Tabled.

**6. APRIL MONTHLY MEETING PREVIEW**

Regular reports.

May 7 Budget Workshop 3.

**ADJOURNMENT**

Adjourned by consensus.

**Meeting adjourned at 11:13 AM.**

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 04-17-18.

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: \_\_\_\_\_ by D. Cracknell, B. McCoy, J.A. Holt, K. Womack, B. Hunt.