

MINUTES OF OPEN PUBLIC MEETING
BOARD OF DIRECTORS
PRESCOTT PUBLIC LIBRARY, ELSEA CONFERENCE ROOM
215 E. GOODWIN STREET, PRESCOTT
11:00 AM
Friday, April 05, 2019

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 11:07 am.

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

DAVE CRACKNELL (P) JO ANN HOLT (P) KURT WOMACK (P)
BARRY MCCOY (P) DAVID MASON (P)

Also present: No Member of the Public. **Don Bohlier** for District Management was *not* in attendance.

1. ANNOUNCEMENTS

Chair Cracknell said new landlord of Office building is owner as of day before.

J.A. Holt had inquired about renting a room at Stepping Stones, need to fill out an application, for 10 people or less it's \$10 per hour. Cracknell will be contacting the church (previous *meeting* location on Ramada Dr.) about being able to use their facility for meetings.

2. BUDGET WORKSHOP PART 1 - LED BY STEPHEN CRANDALL

A) Introduction - Chairperson Dave Cracknell

Dave was hoping to use Google spreadsheet to have firm numbers at conclusion of meeting, not possible. Next week will be Rates and Capital Improvements.

B) Overview - Stephen Crandall

Provided a worksheet showing Jan. '17 - June '18 (a), and July '18 - Feb. '19 (b), with *FY* 2019-2020 Projection (c) column. Reviewed each line and discussed.

Total Revenue: (a) \$704,616, (b) \$476,875 with (c) \$731,200 preliminary.

C) Office lease amount will need to be clarified with new landlord.

Board Stipends: (a) \$8,025, (b) \$3,825 with (c) \$11,250 which is an average of 2.5 meetings per month.

D) Management: (a) \$116,414, (b) \$85,539 with (c) \$120,000.

Accounting/Bookkeeping: S. Crandall said there will be no increase. No full audit required this year. (c) \$25,000.

Legal fees: (a) \$4,256, (b) \$4,725 with (c) \$8,000 to cover proposed DVWD lot sales, budgeted \$8,000 last year.

Cracknell said Bohlier requested adding new "other management services" to cover Surveyor for *various projects*, (c) \$10,000.

Discussed contingency and emergency reserve amounts, which are about 50% of half a year of expenses. Womack asked if this could effect getting any grants for improvements; since we are showing a healthy cash reserve, could bump us down a priority list by funding agency, also could be match funding. Specific discussion about the *Ramada water tank*, inspection dive will determine priority.

Total Expenses: (a) \$563,566, (b) \$361,725 with (c) *approximately \$549,494, final number contingent with* input from Manager Bohlier.

3. ADMINISTRATIVE

A) Chase Transfer Update

B. McCoy and J.A. Holt have signed, don't need SS#.

B) Approve Minutes of Monthly Session March 28, 2019.

Chair Cracknell **TABLED**. Kurt did not add the Treasurer's Report because it was not itemized on the Agenda, but McCoy had sent out on time. He also did not have his mark-up with him.

4. APRIL 12 BUDGET WORKSHOP PREVIEW

Next Friday, 10:00 am, at Rhinestone DVWD Office. Will have Manager Bohlier fill in the blanks *on Part 1 items*, Capital Improvements, Rate and Fee schedule.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 12:27 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 04-12-19.

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: APRIL 12, 2019 by D. Cracknell, B. McCoy, J.A. Holt, K. Womack, D. Mason.