

MINUTES OF OPEN PUBLIC MEETING

DIAMOND VALLEY WATER DISTRICT BOARD OF DIRECTORS

PRESCOTT VALLEY TOWN HALL
CONFERENCE ROOM #330 3RD FLOOR
7501 E. SKOOG BLVD., PRESCOTT VALLEY, AZ 86314

5:00 PM Thursday, May 13, 2021

CALL to ORDER

Chair Dave Cracknell called the **Budget Workshop** to order at 5:02 pm.

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

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

Also present: No Members of the Public. **Don Bohlier** for District Management, and **John Sullivan** from Accounting was in attendance.

1. ANNOUNCEMENTS

Mike Schumacher said it would have been a waste of money to salvage the Ramada tank. Don said it *took* two days to tear down the tank, third day to clean up. Kurt asked Don if he took pictures, the floor was really bad.

Don said a couple of our Contractors were contacted by property owners wanting new hookup, not through him, and next time it happens they would file complaints. Cracknell had given these people the Contractors names, instead of going through Management, has happened before.

Jo Ann is going out of town state *next* week for perhaps a month, for family issues. She can attend via phone, but was willing to resign if it's an issue.

Dave Cracknell announced that he is starting a new job on Monday. His involvement will have to be reduced about 85%. Civil Tech is going to take over coordination of the engineering for the Ramada tank project, and upcoming pumphouse projects coming Fiscal Year. Will be limited to signing stuff and approving stuff. Goal is to commit to end of Fiscal Year, new job will take all his time. Kurt asked if he was wanting to continue as Chair, or switch positions; will continue as Chair. Dave was willing to step down at end of FY, but nobody has joined the Board. Dave met with Civil Tech this morning, now we have to deal with AZ Department of Environmental Quality (ADEQ) with approval to construct and then approval of construction, Don has notes, Ben is contact person. Dave said he is waiting to hear back from the County planning, tank was built under a use permit 35 years ago, is four feet from the side property line, need to move the tank over. Kurt asked about getting a Plot Plan; Dave said we need a whole set of drawings. Civil Tech will do permit submittal via the portals. Kurt asked for a guesstimate on this service; Dave said a lot.

2. 2021-2022 FY BUDGET PRESENTATION

John Sullivan explained the format of the work sheet. Chair Cracknell, Steven Crandall and John Sullivan have been developing the projections based on the last 12 months. Late fees were paused during COVID, but resumed recently, so the amount has skyrocketed. Hookups, currently six are lined

up, Dave projected 1.5 per month. Under Contract Services, includes tank rental, and a Lisa Tank dive; Don asked what the dive is about, Dave said we need to find out the condition, Kurt pointed out it's not been discussed. Lisa dive cost was removed. Systems Repairs & Maintenance remained the same. Advertising and promotion is increased, Dave wanted to be transparent when we discuss a possible rate increase, wants to overkill by running ads in the paper, and more than one Public Hearing. Newsletter expense was scrapped, since we aren't doing it. Election fee and Board stipend projection increased, namely in hope a fifth person will join, and some more meetings. Management Operations & Administrative, John asked Don what he foresees; Don requested a \$500 per month raise, which would be \$135,000. Legal fees are projected to increase, due to Ramada tank and a possible property annexation. Other contract services, Civil Tech doing the Ramada tank will increase amount, about \$7,000. \$803,600 is tentative Total Expenses, \$811,100 is projected revenues.

Capital Projects: \$324,000, \$124,000 will come from prior reserves, and \$200,000 for Ramada Tank Project. We discussed potential project list, Ramada pump house, Rose Quartz Booster pump house, automated floats, fire hydrants on Rose Quartz. Dave had been working on numbers for prefabricated building on concrete foundation. Kurt asked if this was the time to discuss this, we haven't had a long term discussion about such improvements. For now this discussion for strictly for projecting a budget. Dave has been in discussion with Rick Chase at Central Yavapai FD regarding fire hydrants. Dave was hoping the County can spare \$80,000 of their COVID funding to help out. Don said the automated floats are for high and low level alerts, which are sent to Don's phone for his Bradshaw system. Don also explained that \$5,000 was added to the Ramada tank for two 6" isolation valves and other plumbing supplies.

John will revise the Budget, will vote to approve at the next meeting, May 27.

Hookup fees were discussed. Change meter test to \$100 would cover a bench test. Don never charges for a meter re-read for customer relations, but could raise to \$25.

Chair Cracknell made the motion to approve the revised Fees & Charges schedule, seconded by K. Womack.

APPROVED: 4-0. Cracknell - YES, Womack - YES, Schumacher – YES, Holt – YES.

3. ADMINISTRATIVE

A) Approval of Meeting Minutes Emergency Special Session May 10, 2021. K. Womack made the motion to accept amended Minutes, seconded by J.A. Holt.

APPROVED: 4-0. Cracknell - YES, Womack - YES, Schumacher – YES, Holt – YES.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 6:21 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 5-28-21.

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 5145 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@dvwdist.com

APPROVED ON: May 27, 2021 by ... K. Womack, M. Schumacher, J.A.Holt.