

Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District
November 10, 2021 - 10:00 a.m. at
The American Ranch – Ranch House
9500 American Ranch Road, Prescott, Arizona

District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairman, and shall begin with stating and spelling of the speaker's name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 3603 Crossings Drive Prescott AZ 86305.

Topic: American Ranch Board of Directors Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/84670555244?pwd=UTFWZllaRENLRitGd1AxYzgxTnFuUT09>

Meeting ID: 846 7055 5244

Passcode: 241967

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Contact jbartos@idsadmin.com to request a Zoom meeting invitation via email.

Call to Order – Cynthia Baker, Mark Kaplan, Liz Mahon, Roy Engehausen and Gerry Breuer present.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator and Diana King, Administrator, Improvement District Services, Inc.; Bob Hanus, District Operator, Western Environmental Technologies; Ken Perkins, Property Owner.

1. Discussion and possible action regarding the monthly operations report from Bob Hanus of Western Environmental Technologies regarding the operation and maintenance of the water and sewer facilities and status of projects, to include the status of the remote meter project.
Bob reviewed the status of the facilities. In future budget discussions, a water booster pump for better pressure may be considered.
2. Discussion and possible action regarding the redundancy project and grant applications.
Motion: made by Director Mahon to move forward and purchase key equipment as soon as possible, second by Director Breuer.
Unanimous Approval
3. Discussion and possible action regarding the leak detection program, alarm notifications and leaks on the HOA side of the meters.
No action taken.
4. Discussion and possible action regarding meters vaults that are located in the driveway access.
Motion: made by Director Breuer that as development occurs and on an as needed basis, the District will move the meter box, second by Director Mahon.
Unanimous Approval
5. Discussion and possible action to modify how the Equestrian Center: Arena, Barn A, Barn B and Barn C accounts are billed for water.
Motion: made by Director Engehausen to combine the four accounts, second by Vice-Chair Kaplan.
Unanimous Approval
6. Discussion and possible action regarding administrative issues to include future meeting agenda items, financial reports, delinquency and customer reports and miscellaneous administrative issues, late fees and budget items.

Director Breuer asked that Jennifer look into a money market account for the Distrct.

7. Discussion and possible action to approve checks written in August, September and October 2021.
Motion: made by Director Breuer to approve the checks, second by Vice-Chair Kaplan.
Unanimous Approval
8. Discussion and possible action to approve meeting minutes of August 31, 2021.
Motion: made by Director Breuer to approve the checks, second by Vice-Chair Kaplan.
Unanimous Approval
9. Discussion and possible action to accept Roy Engehausen's resignation from the Board of Directors.
Motion: made by Director Mahon to accept the resignation, second by Chair Baker.
Unanimous Approval
10. Discussion and possible action to appoint a qualified elector to the open position on the Board of Directors.
Ken Perkins submitted a letter of interest in joining the Board. It was decided to mail letters to the property owners to see if others may be interested.

Public Comment Period: The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.