

Special Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District
April 12, 2022 - 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.

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

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator, Improvement District Services, Inc.; Bob Hanus, District Operator, Western Environmental Technologies; Bob Miller, Jim Dwyer and Dan Edwards, property owners.

1. Discussion and possible action regarding the Fiscal Year 2022/2023 tentative budget, rates, fees and projects. Vice-Chairman Kaplan gave a statement to the public regarding the Board's previous review of budget and rate options. After discussion, it was decided to raise the connected user fee by \$20 and unconnected \$10 per month, which will be used to replenish the District's reserve fund. A public meeting will be held on May 3rd at 6:00 p.m., with the Zoom attendance option, to explain the project and reason for the increase. Vice-Chair Kaplan will write a letter to the property owners regarding the meeting date and the possible increase. Motion: made by Director Mahon to approve the budget figures and set the May 3rd meeting date, second by Vice-Chairman Kaplan.
Unanimous Approval
2. Discussion and possible action to renew the Administrative Services Contract with Improvement District Services, Inc. Motion: made by Director Mahon to approve the contract renewal, second by Chairperson Baker.
Unanimous Approval
3. Discussion and possible action to approve the Call of Election for two Board positions at the November 2022 election. Jennifer told the Board that Liz Mahon and David Puglia's positions are up for election in November. She said the candidate packets will be available on June 11th and are due by 5:00 on July 11th.
4. Discussion and possible action regarding Treasurer reserve accounts and County warrant writing policy. Jennifer presented letters from the County Treasurer's Office regarding a new program instituted for issuing warrants. She explained that the program is very cumbersome and would require the District to send financial information to an unknown, outside entity for check approval. She said her recommendation is to move monies from the County to the OneAZ account for better financial transaction tracking and increased security. She will have more information for the Board at the next meeting.
5. Discussion and possible action to approve checks written in February and March 2022. Motion: made by Director Puglia to approve the checks, second by Vice-Chairman Kaplan.
Unanimous Approval
6. Discussion and possible action to approve meeting minutes of February 28 and March 23, 2022. Motion: made by Vice-Chairman Kaplan to approve the meeting minutes, second by Director Mahon.
Unanimous Approval

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.

Bob Miller asked if there will be a sunset clause or cap on the proposed increase.

Jim Dwyer asked when the redundancy project will be completed. Bob Hanus said the project will be completed this year.

Dan Edwards applauded the Board for their conscious efforts.