

Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District

August 13, 2025 at 10:00 a.m.

The American Ranch – Billiard Room

9500 American Ranch Road, Prescott, AZ

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 and Bob Wolfe present. David Puglia absent.

Also present and participating in the meeting: Jennifer Bartos, District Clerk, Diana King via telephone, Improvement District Services, Inc.; Rich Gilbert, property owner; Matt Roeder, Core & Main; Bill Weber, NFP Insurance.

1. Discussion and possible action regarding a presentation by Matt Roeder of Core & Main regarding the Sensus program and support.
Mat said they will remove Derek Scott as the contact and add Mike for alarm notification. Alarms will be set for high volume at 24 hour flow levels.
2. Discussion and possible action to allow the HOA to withdraw ground water from a monitoring well to water the ball field.
Motion: made by Vice-Chair Kaplan to allow the HOA to use the well without a meter at no charge, second by Director Wolfe.
Baker & Breuer – no vote
Kaplan & Wolfe – yes vote
Motion failed to pass
3. Discussion and possible action regarding the condition of the water and wastewater facilities and the necessary corrections and modifications to be performed.
 - a) Purchase of a cabinet – Director Wolfe will work on the purchase
 - b) Storage container – Director Wolfe will get a quote for the cost
 - c) Valve Exercising – Director Wolfe said about 50% of the valve cans were not opened, Jennifer was asked to contact Pat Carpenter.
 - d) Purchase and installation of a new pump station – a new proposal requested from Fever Controls. No proposal was received from Fever Controls.
Civil Tec Engineering will be requested to provide the District with a proposal to design. Also a proposal to update the District's asset list/property schedule and review the necessity of the AZPDES permit.
 - e) Shade structure for chemicals on the south side of the waste treatment building,
 - f) VFD for WWTP
 - g) The redundancy project
 - h) Water levels
 - i) Fever Controls surge protection.
4. Discussion and possible action regarding accounts and funds at OneAZ.
 - a) Open a new Club Savings Capital account, by transferring funds from the Capital Checking account.
 - b) Transfer funds in OneAZ from the Capital Checking account into a new Capital Club Savings Account.
Motion: made by Director Wolfe to transfer \$55,000 into Club Savings, Jennifer Bartos to be the account manager, Diana King, Jennifer Bartos and Mark Kaplan to be signers on the account, second by Vice-Chair Kaplan.

Unanimous Approval

5. Discussion and possible action to approve meeting minutes of June 19, 2025.
Motion: made by Vice-Chair Kaplan to approve the minutes, second by Chair Baker.
Unanimous Approval
6. Discussion and possible action to approve the checks written in May through July, 2025.
Motion: made by Vice-Chair Kaplan to approve the checks, second by Chair Baker.
Unanimous Approval
7. Discussion and possible action regarding administrative issue and future agenda items.
Bill Weber of NFP covered the District's insurance coverages.

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.