

Meeting Minutes

**Board of Directors of
The High Valley Ranch Domestic Wastewater Improvement District
February 15, 2018 – 10:00 a.m.
at
Improvement District Services, Inc.
3603 Crossings Drive, Prescott, Arizona 86305**

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 – Gary Kelley, Brad Fain, PRESENT Betty Higgins ABSENT, became present during item 2. (10:04)

Also present and participating: Jennifer Bartos, District Clerk; Dakota King, District Administrator, Improvement District Services Inc.; Michael & Joy Fitzpatrick, members of the community.

1. Discussion and possible action to elect a Chairman and a Vice-Chairman if applicable.

Nomination: made by Director Fain to appoint Director Kelley to the position of chair, and appoint Director Fain to the position of Vice-Chair, second by Director Kelley. Unanimous Approval.

2. Discussion and possible action to annex parcel 108-24-021A and adopt Resolution No. 2018-1.

Dakota and Jennifer discussed the process that has occurred so far with the annexation. Vice-Chairman Fain discussed forming a reimbursement district for the lots that would benefit from the extension of the line. Jennifer recommended creating a fee for the 7 parcels between parcel 108-24-021A and the current line. The District will add a reimbursement cost to the owner Fitzpatrick to the number of lots approved by the city to be on that sewer line. Vice-Chairman Fain recommended labeling this line as a capacity fee, which would be applicable to the seven lots. Jennifer discussed that the property owners will need to convey the constructed line to the High Valley District, to which Vice-Chairman Fain recommended using that point to install the fee for reimbursement. Chairman Kelley recommended changing the word "of" to "or" under item 2A.

Motion: made by Vice-Chairman to approve Resolution 2018-1 with the additional fee, contingent on the property owner submitting the necessary plans and performing the necessary inspections, second by Chairman Kelley. Unanimous Approval.

Meeting Adjourned - 10:47 PM.

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.