

Ordinance Hearing & Public Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District  
August 31, 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=UTFWZllhRENLRitGd1AxYzgxTnFuUT09>

Meeting ID: 846 7055 5244

Passcode: 241967

Dial by your location: 346 248 7799 US (Houston), 669 900 9128 US (San Jose), 253 215 8782 US (Tacoma)

Meeting ID: 846 7055 5244

Passcode: 241967

Contact [jbartos@idsadmin.com](mailto:jbartos@idsadmin.com) to request a Zoom meeting invitation via email.

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

Hearings

Open Public Hearing on the Sewer & Water Ordinance Amendments 2021-1.

Chairperson Baker opened the hearing.

Director Breuer suggested additional changes with will be considered in the next fiscal year.

Close Public Hearing on the Sewer & Water Ordinance Amendments 2021-1.

Chairperson Baker closed the hearing.

Convene into regular meeting:

1. Discussion and possible action to adopt:
  - a) Sewer Ordinance 2021-1;
  - b) Water Ordinance 2021-1.Motion: made by Director Mahon to adopt the sewer and water ordinance amendments as published, second by Vice-Chair Kaplan.  
Unanimous Approval
2. 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 said all is running well at the facilities.
3. Discussion and possible action regarding the redundancy project.  
Director Breuer volunteered to look into the County grant program.
4. Discussion and possible action regarding meters vaults that are located in the driveway access.  
Bob Hanus will submit a list of the lots with meter box issues to the HOA Architectural Committee.
5. 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.  
Jennifer was asked to create an end of year financial report. The HOA had a 63,000 gallon leak and would like possible consideration for relief of some of the fees.
6. Discussion and possible action to approve checks written in May, June and July 2021.

Motion: made by Director Mahon to approve the checks, second by Director Breuer.  
Unanimous Approval

7. Discussion and possible action to approve meeting minutes of May 12 and June 16, 2021.  
Motion: made by Director Mahon to approve the minutes, second by Director Breuer.  
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.