

Meeting Minutes

Board of Directors of The High Valley Ranch Domestic Wastewater Improvement District  
May 14, 2018 – 3:00 p.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 and Brad Fain present. Betty Higgins present telephonically.

Also present and participating in the meeting: Jennifer Bartos, District Clerk, Improvement District Services, Inc.

1. Discussion and possible action to adopt the Fiscal Year 18/19 tentative budget, rates and fees, and if applicable, set the hearing date and time.  
Motion: made by Vice-Chair Fain to approve the tentative budget, rates and fees and set the hearing date as June 18, 2018 at 4:00 p.m., second by Chairman Kelley.  
Unanimous Approval
2. Discussion and possible action to accept the "Fourth Amendment to Intergovernmental Agreement" between the City of Prescott and High Valley Ranch Domestic Wastewater Improvement District, regarding parcel 108-24-021A.  
Motion: made by Vice-Chair Fain to approve the Fourth Amendment to Intergovernmental Agreement, second by Chairman Kelley.  
Unanimous Approval
3. Discussion and possible action to approve the meeting minutes of June 8, 2017 and February 15, 2018.  
Motion: made by Chairman Kelley to approve the meeting minutes, second by Vice-Chair Fain.  
Unanimous Approval
4. Discussion and possible action to approve checks written between May 2017 and April 2018.  
Motion: made by Vice-Chairman Fain to approve the checks written, second by Chairman Kelley.  
Unanimous Approval
5. Discussion and action to approve the Call of Election for two Board Member positions for the November 2018 election.  
Jennifer was asked to mail a letter to the qualified electors.  
Motion: made by Vice-Chairman Fain to approve the Call of Election, second by Chairman Kelley.  
Unanimous Approval
6. Discussion and possible action to approve Robert C. Kozak as the General Legal Representation of the District.  
Motion: made by Vice-Chairman Fain to approve the agreement with Robert Kozak, second by Chairman Kelley.  
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.

No public present