

Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District
August 12, 2020 - 10:00 a.m. at
The Ranch House Patio, 9500 American Ranch Road and Zoom Video Conference

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.

Physical distancing is required to attend this meeting in-person. Attendees must keep 6' of space between others that are not members of your household.

Topic: American Ranch August Board Meeting

Time: Aug 12, 2020 10:00 AM Arizona

Join Zoom Meeting

<https://us02web.zoom.us/j/83765865723?pwd=T25rVnNlcVRGVzRiam1Hdms0TmFvQT09>

Meeting ID: 837 6586 5723

Passcode: 527219

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

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Contact jbartos@idsadmin.com to request a Zoom meeting invitation via email.

Call to Order – Cynthia Baker, Liz Mahon and Roy Engehausen present. Bill Yates and Brent Mathews absent.

Also participating in the meeting: Jennifer Bartos, District Clerk/Administrator and Diana King, District Administrator, Improvement District Services, Inc.; Bob Hanus, District Operator, Western Environmental Technologies; Mark Kaplan, Gerry Breuer and Russ Anderson, property owners.

1. Discussion 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 and he is recommending that he put together a backup parts list to keep in inventory. Director Mahon asked for clarification on some of the testing numbers on Bob's report.
2. Discussion and possible action regarding the leak detection contact and door hangers.
It was decided that the operators will place door hangers on properties where a leak is detected. Jennifer said she will supply the door hanger forms.
3. Discussion and possible action regarding a Reserve Fund plan.
Bob Hanus presented the Board with a report that listed equipment, the equipment expected life and an estimated replacement cost. It is anticipated that an appropriate reserve fund amount may be approximately \$1,000,000. Mark Kaplan said the HOA also takes into consideration an inflation rate of 2.1%.
4. Discussion and possible action regarding administrative issues to include future meeting agenda items, financial reports, delinquency and customer reports and miscellaneous administrative issues.
Jennifer presented the Board with a request for a modification to the charges on AR144 & AR105. The request was not considered based on current policy. Diana told the Board that the new Sensus system is working very well. Future meetings were discussed. The meeting schedule will remain as the second Wednesday of the 2nd month in each quarter. Gerry Breuer said there is no

shut-off valve installed after the backflow prevention device. Bob Hanus said some of the earlier homes did not receive shut-off valves. Future installations will be considered.

Motion: made by Director Engehausen to install a shut-off valve on lot 198, second by Director Mahon.

Unanimous Approval

5. Discussion regarding candidate submittals for the November 2020 election.
Jennifer told the Board that the deadline for write-in candidates is August 18. If no write-in candidates file then the Board of Supervisors will cancel the election and appoint the three candidates that filed petitions. The candidates are Cynthia Baker, Mark Kaplan and Gerry Breuer. Their terms will start January 1, 2021. Jennifer said she will have Oath of Offices for them to sign at the November meeting.
6. Discussion and possible action to approve meeting minutes of June 18, 2020.
Motion: made by Director Engehausen to approve the meeting minutes, second by Director Mahon.
Unanimous Approval
7. Discussion and possible action to approve checks written May, June and July 2020.
Motion: made by Director Mahon to approve the checks written in May, June and July 2020, second by Director Engehausen.
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.