

## Meeting Minutes

Board of Directors of The Highland Pines Domestic Water Improvement District  
August 8, 2016, 1:00 p.m. at  
Improvement District Services, Inc., 1965 Commerce Center Circle, Suite A, 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., 1965 Commerce Center Circle, Suite A, Prescott, AZ 86301.*

Jim Kullas, David Barnard and Sandra McClintock. Celia Carr and Robert Hafen absent.  
Tom Liuzzo, Jerry Woodward

1. Discussion and possible action regarding an update on the GIS project with Granite Basin.  
Tom Liuzzo presented the Board with an examples of plan sheets.
2. Discussion and possible action regarding water consumption and City of Prescott rates.  
Chairman Kullas said the fire department has not used any district water for the past three months. He said the City of Prescott confirmed that the master meter is recording properly. Chairman Kullas suggested installing a District meter or hiring a leak detection firm. He said at the next meeting he would like to have the Board consider an option. Jennifer was asked to find out about the cost of leak detection.  
The Board gave direction to I.D.S. to begin charging the Girl Scout Camp the \$50.00 flat rate.  
Motion: made by Director Barnard to begin charging the Girl Scout Camp the District's monthly flat rate, second by Director McClintock.  
Unanimous Approval  
This issue will be addressed at the November meeting. Diana was asked to contact the City and ask what the rate is for the Girl Scout Camp.
3. Discussion and possible action regarding the records found in the storage unit and the disposal of District items.  
Director McClintock told the Board she went through the storage unit and organized the old files.
4. Discussion and possible action regarding administrative issues to include:
  - a) Approve meeting minutes of June 6, 2016;  
Motion: made by Director McClintock to approve the meeting minutes, second by Director Barnard.  
Unanimous Approval
  - b) Approve warrants written in May through July 2016.  
Motion: made by Director McClintock to approve the warrants, second by Director Barnard.  
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.

Jerry Woodward said there is an old meter that might be used.