

Draft
Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District
August 13, 2014, 9:00 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., 1965 Commerce Center Circle, Suite A, Prescott, AZ 86301.

Call to Order – Larry Schroer, Bill Greenwald, Monte Anderson and Bill Yates present.

Also present and participating in the meeting were: Jennifer Bartos, District Clerk/Administrator, Karen Davis, Administrator, and Dakota King of Improvement District Services, Inc.; Bob Hanus, Western Environmental Technologies

1. 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: Bob said the first project they will do after the monsoons are over is the cathode protection. Bob said that the HOA has locked him out of the meter for the lake well. He said that he was monitoring the meter to determine the usage from the aquifer. Director Yates suggested a letter to the HOA demanding the readings from the meter monthly. He said the Board is trying to be knowledgeable about the water supply conditions. Jennifer was asked to write a letter to the HOA. Bob said lot 2 locked their irrigation meter. The unauthorized well use fee and authorization should be added into the District Ordinance. The Board would like to have a rate hearing and an Ordinance amendment hearing in November.
 - a) The Flood Mitigation Project;
Bob said the survey is complete and the area is 4" above the 100 year flood plain and it should be 2-feet above the flood plain and why the wellhead was not constructed properly is a question. Bob will look into when the Administrative Code was changed and who approved the construction as it is created. Bob will contact Yavapai County for records.
 - b) Relocation of the valve for lot 187
Bob said that on some of the lots the valve was installed in the driveway apron area. Bob estimated that moving the valve would cost \$1,000. Chairman Schroer suggested contacting the HOA and tell them the valves are in their right-of-way and they need to be moved. The fenced lots restrict where the driveway can be located and the valve would need to be moved. The District will want reimbursed for the cost of moving the valve. Bob will contact Mr. Reed and tell him the HOA Board will meet next week and will hopefully have an answer by next week. Chairman Schroer will write a letter to the HOA.
2. Discussion and possible action regarding annexations, and approval of the annexation of parcel #100-20-007 - Sullivan, and lot #183, parcel #100-20-023 - Brownlee.
Motion: made by Director Anderson to approve the annexation of parcels 100-20-007 and 100-20-023, second by Director Greenwald.
Unanimous Approval
3. Discussion regarding the candidates for the November 2014 election.
Jennifer told the Board that Monte Anderson, Chuck Dickson and Mr. Gisi are candidates for the two positions open for election in November.
4. Discussion and possible action regarding administrative issues to include:
 - a) Approve meeting minutes of June 19 and July 31, 2014;
Motion: made by Director Yates to approve the meeting minutes, second by Director Anderson.
Unanimous Approval
 - b) Approve warrants written since June and July, 2014.
Motion: made by Director Greenwald to approve the warrants written in June and July, second by Director Yates.
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