

Draft  
Meeting Minutes  
Board of Directors of  
The High Valley Ranch Domestic Wastewater Improvement District  
August 21, 2013 – 4:00 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., 117 E. Gurley Street, Suite 206, Prescott, AZ 86301.*

Call to Order – Betty Higgins, Gary Kelley, Garey Seigerman and Brad Fain present.

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

Hearings:

Open Public Hearing on District Fees and Rates

Close Public Hearing on District Fees and Rates

Open Public Hearing on the Fiscal Year 2013/2014 Budget

Close Public Hearing on the Fiscal Year 2013/2014 Budget

Open Public Hearing on the District Ordinance Amendment

Close Public Hearing on the District Ordinance Amendment

Chairperson Higgins opened and closed the hearings with no comments or discussion.

Convene into Special Meeting:

1. Action on the Fiscal Year 2013/2014 Final Budget and possible adoption of Resolution No. 2013-1.

Motion: made by Director Kelley to approve the final budget and adopt Resolution No. 2013-1, second by Director Seigerman.

Unanimous Approval

2. Action on Fiscal Year 2013/2014 District Fees & Rates and possible adoption of Resolution No. 2013-2.

Motion: made by Director Kelley to approve the rates and fees and adopt Resolution No. 2013-2, second by Director Seigerman.

Unanimous Approval

3. Action on Ordinance Amendment possible adoption of Ordinance No. 2013-1.  
Ordinance Amendment to modify Article 1 Section 101 to update the District office location:  
DISTRICT OFFICE: c/o Improvement District Services, Inc., 1965 Commerce Center Circle, Suite A, Prescott, AZ 86301  
(800) 659-7149 or (928) 443-9484 / FAX (928) 443-9486  
Motion: made by Director Kelley to approve the amendment and adopt Ordinance No. 2013-1, second by Director Seigerman.  
Unanimous Approval

Convene into Regular Meeting:

1. Discussion and possible action to fill the open position on the Board of Directors.  
No action taken
2. Consent Agenda:
  - a) Approve meeting minutes of July 25, 2013.  
Motion: made by Director Kelley to approve the meeting minutes, second by Director Fain.  
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.