

*Meeting Minutes*

**Board of Directors of the Big Park Domestic Wastewater Improvement District  
December 13, 2017 - 10:00 a.m.  
Sedona Fire Station #3, 125 Slide Rock, Sedona, 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 Chairperson, 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, Clerk of the Board of Directors, for the Big Park Domestic Wastewater Improvement District, 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. Pursuant to A.R.S. 38-431.03, the Board of Directors may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Board of Directors may resume the meeting, open to the public, to address the remaining items on the agenda.*

Call to Order - Pledge of Allegiance

1. Presentation, discussion, and possible action regarding marketing strategies with the Sun Dance Townhomes and future system expansion.

Motion: by Director Meiner to move item 1 to after item 4, second by Director Johnson. Unanimous Approval.

Director Sheets stated that it is important to have evidence for some of the statements that the DWWID makes regarding the Sundance presentation. He stated that he found several articles that disprove the statement that "sewer connection will improve property value". Director Chatterjee stated that it may be more prudent to say "sewer connection MAY improve property value". Director Sheets also referenced the point "Low interest rate and long-term payback period with a WIFA assessment vs. a conventional loan", stating it would be difficult to prove this. Director LaFrance stated that another protagonist point would be that the funds would not be needed immediately, and wouldn't need to get a large amount at the moment. Director Meiner stated that the third item should be split into two different points. Jennifer stated that another few points in favor of sewer service rather than septic or alternative systems are that there are no maintenance costs and that it is environmentally friendly.

Director Meiner asked about why alternative systems are "unreliable and undesirable", to which Dave stated that costs of maintaining an alternative system can be excessive. Director Chatterjee stated that this point needs to be more descriptive, detailing how much more expensive the alternative system is and the amount of maintenance required. Director Johnson stated that it may be harder to convince the older residents, as they will be extremely put off by the cost and construction. Director LaFrance stated that it would be more effective to highlight the options that are given to the residents regarding paying cash initially or accepting the twenty-year assessment to make the assessments seem more favorable.

Regarding the cost of the assessment, Director Chatterjee stated that the assessment amount per townhome will be around \$7,000, and the twenty-year interest would cumulate to \$5,000. Director LaFrance stated that the Finance Committee has reviewed the amount that the DWWID will receive in capacity fees from the Sundance project, and it would be feasible to assist with construction costs with the capacity fees. Diana asked where the amount that the board is discussing - \$100,000 - originated from, and if the Board can set the percentage contribution to a more recognizable number, such as 15%.

Director Sheets stated that the finance committee meeting for January 4th will be focused on the presentation. Director LaFrance stated that the contribution will be voted on after the presentation is completed.

Motion: made by Director Meiner to contribute a minimum of \$100,000 to the extension to the Big Park mainline, to be adjusted prior to finalization by the finance committee after the off-site costs are received from Sunrise Engineering, second by Director Livermont. Unanimous Approval.

Director Sheets asked Jennifer to contact the HOA to have a public meeting to present the possibility of the sewer hook-up for Sun Dance townhome.

2. Discussion and possible action to retain the services of Loren Cunningham, CPA for the FY 2016-2017 annual audit.

Jennifer stated that the DWWID needs an audit done by Loren Cunningham, but not one as strict as the previous year. The previous year audit cost around \$18,000, while the current audit will be around \$16,000. Director LaFrance asked about the procedure for the financial audit, and Diana explained that he will be at the I.D.S. office for a few days reviewing materials.

Motion: made by Director LaFrance to retain the services of Loren Cunningham, CPA for the FY 2016-2017 annual audit, second by Director Johnson. Unanimous Approval.

3. Consent Agenda:

a) Approve the meeting minutes of November 15, 2017;

b) Approve checks written in November 2017;

Motion: made by Director Kane to approve the consent agenda, including the meeting minutes of November 15, 2017 as altered by Director Sheets, second by Director Meiner. Unanimous Approval.

4. Discussion and possible action to approve invoices from Sunrise Engineering for District Engineering & GIS Project Services - \$1,267.50

Motion: made by Director Meiner to approve the Sunrise invoice in the amount of \$1,267.50, second by Director Livermont. Unanimous Approval.

Meeting Adjourned - 11:41 AM

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.