

Notice of Meeting and Agenda

**Board of Directors of The Highland Pines Domestic Water Improvement District
February 12, 2018, 10:30 a.m. at
Improvement District Services, Inc.
3603 Crossings Drive Prescott, AZ 86305**

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.

1. Action to appoint Sandra McClintock to the Board of Directors for the four-year term beginning March 1st, 2018.
2. Discussion and possible action to elect a chair and vice-chair if applicable for the 2018 calendar year.
3. Discussion and possible action regarding an update on the project to upgrade District water lines with the assistance of the WIFA Planning and Design Technical Assistance fund.
4. Discussion and possible action regarding the Administrative Services Staff Report from Improvement District Services, Inc. regarding staff activities, collections, direction to the Clerk for future agenda items and other administrative issues.
5. Discussion and possible action regarding a request for relief of the \$500 reconnection fee for account HP069, 1337 N Skyline Drive.
6. Discussion and possible action regarding a rerecording of a 1973 easement on the property 100-01-134Q.
7. Discussion and possible action regarding administrative issues to include:
 - a) Approve meeting minutes of November 13, 2017;
 - b) Approve checks written between November of 2017 and January 2018.
8. Presentation from Director Kullas regarding the maintenance of the water system.

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.