

## Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District

June 13, 2024

Hearing begins at 5:00 p.m. / Special Meeting and Regular Meeting to follow

The American Ranch – Billiard Room

9500 American Ranch Road, Prescott, AZ

*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.*

Call to Order – Mark Kaplan, Gerry Breuer, David Puglia, Liz Mahon and Cynthia Baker present.

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

### Hearings:

Open Public Hearing on the Fiscal Year 2024/2025 Budget

Close Public Hearing on the Fiscal Year 2024/2025 Budget

Chairman Puglia opened the hearing. No public present and no public comment. Chairman Puglia closed the hearing.

Open Public Hearing on the Fiscal Year 2024/2025 Rates & Fees

Close Public Hearing on the Fiscal Year 2024/2025 Rates & Fees

Chairman Puglia opened the hearing. No public present and no public comment. Chairman Puglia closed the hearing.

### Convene into Special Meeting:

1. Action on the Fiscal Year 2024/2025 Final Budget and possible adoption of Resolution No. 2024-1.  
Motion: made by Vice-Chair Kaplan to adopt the budget and Resolution 2024-1, second by Director Breuer.  
Unanimous Approval
2. Action on the Fiscal Year 2024/2025 Rates and Fees and possible adoption of Resolution No. 2024-2.  
Motion: made by Vice-Chair Kaplan to adopt the rates and fees and Resolution 2024-2, second by Director Breuer.  
Unanimous Approval

### Convene into Regular Meeting:

1. Discussion and possible action regarding the bids for the Operations Contract.  
Jennifer provided the Board with a summary of the bids received Western Environmental Technologies \$113,899.92 first year annually, Environmental Biomass Services \$113,060.00 first year annually, A Quality Water \$108,963.00. It was determined that over the four-year contract term that A Quality Water was the lowest, qualified bid.  
Motion: made by Vice-Chair Kaplan to award the contract to A Quality Water, second by Director Mahon.  
Unanimous Approval  
Jennifer was asked to contact Bob Hanus for as-built drawings of the redundancy and spillway projects, the District's computer, spare parts and inventory, the location of equipment out for service.
2. Discussion and possible action to approve the meeting minutes of May 22, 2024.  
Motion: made by Director Mahon to approve the minutes, second by Chairman Puglia.  
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.