

Meeting Minutes

Board of Directors of The Highland Pines Domestic Water Improvement District
June 7, 2018, 10:00 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.

Jim Kullas, Bob Hafen, Sandra McClintock and David Barnard present.

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

Hearings:

Open Public Hearing on the Fiscal Year 2018/2019 Budget
Chairman Kullas opened the hearing, with no public comment, the hearing was closed
Close Public Hearing on the Fiscal Year 2018/2019 Budget

Open Public Hearing on the Fiscal Year 2018/2019 Rates & Fees
Chairman Kullas opened the hearing, with no public comment, the hearing was closed
Close Public Hearing on the Fiscal Year 2018/2019 Rates & Fees

Convene into Special Meeting:

1. Action on the Fiscal Year 2018/2019 Final Budget and possible adoption of Resolution No. 2018-1.
Motion: made by Director McClintock to approve the final budget and adopt Resolution No. 2018-1, second by Director Hafen.
Unanimous Approval
2. Action on the Fiscal Year 2018/2019 Rates and Fees and possible adoption of Resolution No. 2018-2.
It was noted that the Girl Scout Camp fees were supposed to have increased to .75 cents per 1,000 gallons, plus the flat rate. Jennifer was asked to include that in a possible future hearing.
Motion: made by Director McClintock to approve the final rates and fees and adopt Resolution No. 2018-2, second by Director Barnard.
Unanimous Approval

Convene into Regular Meeting:

3. Discussion and possible action regarding an Intergovernmental Agreement for Election Services with Yavapai County Department of Elections.
Motion: made by Director Hafen to approve the IGA with Yavapai County for election services, second by Director McClintock.
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.

Chairman Kullas stated he is in the process of selling his house and will be traveling out of state quite often over the next few months. Director Hafen stated he would help by filling in for Chairman Kullas.

Jerry Woodward asked how many online payments are made each month. Kathryn Farley responded that we receive 100-150 payments online.

Jennifer was asked to write a letter to the Attorney General for a final answer on the qualified elector/Homestead Act.

The next Board meeting is scheduled for August 14th at 10:00 a.m.

Jennifer was asked to place the following issues on the next agenda:

New meeting dates

New Board Member

Sunrise project

Girl Scout rate

Officers – Chair & Vice-Chair

Elections – answer on qualified electors/Attorney General