

Meeting Minutes

Board of Directors of The Highland Pines Domestic Water Improvement District
April 11, 2019 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.

Call to Order – Robert Hafen, Pat Ferguson, Celia Carr, David Barnard present.
Sandra McClintock present telephonically.

Also present and participating in the meeting: Jennifer Bartos, District Clerk, and Diana King, District Administrator, Improvement District Services, Inc.; Dave Dirren, District Engineer, Sunrise Engineering; Shelby Winstead, ServLine Insurance.

1. Discussion and possible to review the Fiscal Year 2019/2020 Tentative Budget, rates and fees; if appropriate, set the hearing date and time as May 14, 2019, at 10:00 a.m.
The Board reviewed the budget and postponed action to the May meeting.
2. Discussion and possible action regarding a presentation by Dave Dirren of Sunrise Engineering regarding the Transmission Line Project and WIFA loan opportunities.
Dave told the Board he has finished his work and submitted the paperwork for the final WIFA payment for the grant.
3. Discussion and possible action regarding high water losses by customers, options for insurance coverage of the loss. Shelby Winstead from ServLine Insurance will be giving a presentation.
Shelby was asked to submit a proposal for higher coverage up to \$10,000 of water loss.
4. Discussion and possible action regarding foreclose liens filed for delinquent payments.
Jennifer was asked to inquire with the District's attorney on the cost to foreclose on a lien.
No action taken.
5. Discussion and possible action regarding paving over valves.
Jennifer was asked to contact Yavapai County for reimbursement for Fann Environmental to uncover the valves covered during the County's chip seal project. If not successful she was instructed to contact the District's attorney.
6. Discussion and possible action to approve meeting minutes of February 12, 2019.
Motion: made by Vice-Chair Carr to approve the meeting minutes, second by Director Ferguson.
Unanimous Approval
7. Discussion and possible action to approve checks written in February and March 2019.
Motion: made by Vice-Chair Carr to approve the checks written in February and March, second by Director McClintock.
Unanimous Approval
8. Discussion regarding administrative issues to include, financial and customer information.
No action taken

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.