

Highland Pines Domestic Water Improvement District
Municipal Accounts and Consulting, L.P. 240 South
Montezuma Street, Suite 202B Prescott, AZ 86303

NOTICE OF MEETING
December 16, 2024
AGENDA

The Governing Board of the Highland Pines Domestic Water Improvement District will meet in regular session on **Monday December 16, 2024 at 10:00 am.** at the offices of Municipal Accounts and Consulting, L.P. **Board Members and Members of the public may participate in person, by videoconference (Zoom app) or teleconference (listen by phone).** Board meeting agendas are posted on <https://hpdwid.com/notices-%2F-agendas>.

If any disabled person needs any type of accommodation to attend board meetings, please notify the Highland Pines Domestic Water Improvement District at 928-800-5364 prior to the scheduled meeting time.

The meeting room will be accessible to the public at 9:45 pm. The video or teleconference will be available 5 minutes before the meeting begins (9:55AM).

The Board may vote to go into executive session on any agenda item, pursuant to [A.R.S. § 38-431.03\(A\)\(3\)](#) for legal advice with the District's attorney on matters as set forth in the Agenda.

Members of the public may participate by videoconference (Zoom app) or teleconference (listen by phone) by following the instructions below.

The following Meeting ID and Passcode are required input for both videoconference or listening by phone:

Meeting ID: 881 7455 9517

Passcode: 401489

To observe the meeting using the Zoom app:

Download the Zoom app: If you do not already have the Zoom application, we highly recommend you download and install it prior to the meeting.

[For Mac or PC](#)

[For Android Phones](#)

[For iPhone or iPad](#)

Join the meeting by videoconference (Zoom app).

At the posted time the meeting is scheduled to begin, click the link below.

<https://municipalaccounts.zoom.us/j/88174559517?pwd=W5CVe9MSrcFuEMxNI7QkAPIUDqtaGO.1>

Your app will then prompt you to enter the Meeting ID, and Passcode to join the meeting.

Listening by phone

Dial 1-346-248-7799. When prompted, please enter the Meeting ID **881 7455 9517** followed by the #.

If you need technical assistance, please call: Natalie Galgano-Pinkley at 928-800-5367.

1. CALL TO ORDER

2. ROLL CALL OF BOARD MEMBERS

4. APPROVAL OF MINUTES

- A. Regular Session Meeting Minutes 10/21/2024
- B. Executive Session Meeting Minutes of 10/21/2024.
- C. Regular Session Meeting Minutes of 10/28/2024.
- D. Executive Session Meeting Minutes of 10/28/2024.

5. REPORTS AND CORRESPONDENCE

- A. Chair Report – Angelo Angeleri.
- B. Monthly Operational Report.
- C. Administrative Report- Natalie Galgano-Pinkley /Elizabeth Riopel– Discussion and possible action of financial report for October 2,2024 to December 16,2024.
- D. Possible approval of financial reports for October 2,2024 to December 16,2024.

6. BUSINESS

- A. Discussion and possible actions regarding Conflict-of-Interest Statements for Ligon Excavation.
- B. Discussion and possible actions regarding Lower Tank Construction (Bids, Contractor Award, Schedule, and Contracts). Possible modification of ARPA Agreement.
- C. Discussion and possible actions, including approval of contract, regarding Lower Tank proposal and Bid provided by Ligon Excavation Bid. Review Ligon Excavation Bid Analysis, Costs, References, and Suspension/Debarment analysis. Possible additions to scope and specification requirements.
- D. Discussion and possible action regarding revised proposal for additional soil testing/sampling at the new tank location.
- E. Discussion and possible actions regarding District property connection challenges (723, 716, 746, & 650 Valley View Dr).
- F. Discussion and possible action regarding District action to perform potholing on Valley View Dr, to determine feasibility of extending main line to 723 N Valley View Dr.
- G. Discussion and possible action regarding possible installation of water tank and required connections to provide water to 723 N Valley View Dr.
- H. Discussion and possible actions regarding GIS Renewal.
- I. Discussion and possible actions regarding Policy and Procedure revision: possible approval.
- J. Discussion and possible action regarding filing Board Member vacancies; possible appointment of new Board Members to fill new vacancies.
- K. Discussion and possible action regarding Board Member elections and board member positions; possible swearing in ceremony.
- L. Discussion and possible action regarding Bank Account management resulting from elections and changing board member positions; new signature authority.
- M. Possible vote to go into Executive Session pursuant to [A.R.S. § 38-431.03\(A\)\(3\)](#) for legal advice and instructions to legal counsel pursuant to [A.R.S. § 38-431.03\(A\)\(4\)](#) regarding District property challenges (723, 716, 746, & 650 Valley View Dr).
- N. Discussion and possible action re: matters discussed in Executive Session; 723, 716, 746, & 650 Valley View Drive; waterline needs; water delivery issues; easements; temporary tanks.

7. CALL TO THE PUBLIC

Consideration and discussion of comments and complaints from the public now or during topic related agenda item. Those wishing to address the Highland Pines Domestic Water Improvement District Board need not request permission in advance. The District Board is not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

9. FUTURE MEETING DATES

Tuesday, Jan 21, 2025, at 10AM.
Tuesday, Feb 18, 2025, at 10AM.
Monday, Mar 17, 2025, at 10AM.
Monday, Apr 21, 2025, at 10AM.
Monday, May 19, 2025, at 10AM.
Monday, Jun 09, 2025, at 10AM. Meeting is at the end of Rock Haven cul-de-sac.
Monday, Jul 21, 2025, at 10AM.
Monday, Aug 18, 2025, at 10AM.
Monday, Sep 15, 2025, at 10AM.
Monday, Oct 20, 2025, at 10AM.
Monday, Nov 17, 2025, at 10AM.
Monday, Dec 15, 2025, at 10AM.

All meetings are at Municipal Accounts and Consulting, L.P. Municipal Accounts and Consulting L.P. will be relocating in 2025. Until the relocation occurs all meetings will be held at 240 South Montezuma Street, Suite 202B Prescott, AZ 86303 unless otherwise noted.

10. ADJOURNMENT

11. NOTICE OF MEETING (AGENDA)

Notice of Meeting (Agenda) dated and posted 12/13/2024 at 10 am local time by Angelo Angeleri, Board Chair, on the HPDWID website (www.hpdwid.com).