

**Highland Pines Domestic Water Improvement District**

Municipal Accounts and Consulting, L.P.  
240 South Montezuma Street, Suite 202B  
Prescott, AZ 86303

**NOTICE OF MEETING**

**November 16, 2021**

The Governing Board of the Highland Pines Domestic Water Improvement District will meet in regular session on Tuesday, November 16, 2021, at 10:00 a.m. in the offices of Municipal Accounts and Consulting, L.P. Board Members may participate via teleconference. Members of the public may only participate via telephone conference. 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.

**DUE TO COVID VIRUS CONCERNS, PARTICIPATION BY THE PUBLIC WILL BE LIMITED TO ATTENDANCE VIA TELECONFERENCE. THE PUBLIC TELECONFERENCE WILL BEGIN AT 10:00 A.M. THE BOARD MIGHT VOTE TO GO INTO EXECUTIVE SESSION FOLLOWING BUSINESS. THE PUBLIC TELECONFERENCE WILL BE ENDED IF THE BOARD CONVENES INTO EXECUTIVE SESSION AND WILL RECONVENE INTO PUBLIC SESSION AT A DESIGNATED TIME. THE PUBLIC IS INVITED TO REJOIN THE PUBLIC SESSION AT THE SCHEDULED TIME AFTER EXECUTIVE SESSION.**

**MEMBERS OF THE PUBLIC MAY JOIN THE TELECONFERENCE BY FOLLOWING THE INSTRUCTIONS BELOW:**

Instructions for joining the meeting via teleconference:

1. Dial 1 (978) 990-5000
2. When prompted for the conference ID, enter 283052
3. If you have difficulty accessing the teleconference, please call Municipal Accounts and Consulting at 928-800-5364.

**AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL OF BOARD MEMBERS**
- 3. REFLECTION**
- 4. APPROVAL OF MINUTES**
  - A. Regular Session of October 18, 2021.

**5. 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.

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**6. PRESENTATION/QUESTION AND ANSWER SESSIONS/BUSINESS**

**A. NFP Insurance Policy Follow Up with Bill Weber re:**

- a. Property Schedule Replacement Values.
- b. Increasing HPDWID Coverage Limit from 1-3 Million to 3-5 Million (the cost is an additional \$500 per million in coverage increase).
- c. Discussion and possible action re: Legal Review of HPDWID NFP Insurance Policy and Coverage Limit Recommendations.
- d. Question and Answer session with Bill Weber, NFP Insurance.

**B. Discussion with William Whittington, Esq. (BPCWS) re:**

- a. Discussion re: Definition of “The Public”.
- b. Discussion and possible action re: HPDWID Annexation Position Statement.
- c. Discussion and possible action re: Petition to the City of Prescott to Take Over HPDWID.

**7. REPORTS AND CORRESPONDENCE**

**A. Chair Report – Celia Carr**

1. October 2021 Fann Monthly Operations Report
2. Update on Election Cycle and HPDWID Board Positions
3. Update on ARPA Funds Request
4. Update on Madizell/Main Water Line Construction Project – Dave Dirren

**B. Administrative Report – Natalie Galgano-Pinkley**

1. Discussion and possible action re: October 2021 Bookkeeper Report/Financials/Cash Flow/Checks.

**8. BUSINESS**

- A. Discussion and possible action re: Pump House Remediation including Heater Monitoring System – Angelo Angeleri.
- B. Discussion and possible action re: 696 N. Skyline Water Meters.
- C. Discussion and possible action re: Main Water Line/Madizell Construction.
- D. Discussion and possible action re: Main Transmission Line Memorial Plaque Reimbursement to Board Chair.
- E. Discussion and possible action re: HPDWID Ordinance Language, Section 506 - Late Fees, Delinquencies, Liens and Interest and the new USPS Service Standards for First-Class Mail implemented on 10/1/2021.
- F. Discussion and possible action re: HPDWID Administrative and Emergency Manuals; Mission Statement and Strategy – Sandy McClintock, Pat Ferguson, Angelo Angeleri.

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**9. POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION**

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 and pursuant to A.R.S. § 38-431.03(A)(4) re: Parcel 100-01-005 (Girl Scouts – Az Cactus Council Inc.) request to amend HPDWID boundaries and HPDWID Girl Scout Camp Agreement and Future Rate/Fee Schedule Methodology and HPDWID legal services.

**10. BUSINESS**

- A. Discussion and possible action re: Parcel 100-01-005 (Girl Scouts – Az Cactus Council Inc.) request to amend boundaries of HPDWID and possible approval of Resolution relating to same.
- B. Discussion and possible action re: HPDWID Girl Scout Camp Agreement and Future Rate/Fee Schedule.
- C. Discussion and possible action re: HPDWID legal services.

**11. FUTURE MEETING DATES**

A. Date/Place/Time: The Highland Pines Domestic Water Improvement District Governing Board usually meets at 10:00 a.m. on the 2<sup>nd</sup> Thursday of the second month of every quarter. The HPDWID board meetings may be held at the Prescott Public Library, 215 E. Goodwin Street, Prescott, Arizona OR at Municipal Accounts and Consulting, 240 S. Montezuma, Suite 202B, Prescott, Arizona OR at the end of Rock Haven cul-de-sac (closest property address is 960 N. Rock Haven, Prescott) OR remotely by conference call 978-990-5000, access code 283052.

**B. 2022 Scheduled Meeting Dates:**

- 2/10/2022 (Fire Hydrant Maintenance and Safety)
- 5/12/2022
- 6/9/2022 (Public Hearing, Budget/Rates/Fees/Ad Volarem Tax)
- 8/11/2022
- 11/10/2022

**12. ADJOURNMENT**

Notice of Meeting (Agenda) dated and posted 11/\_\_\_\_\_/2021 at \_\_\_\_\_, local time by Sandy McClintock, Board member.

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