

**Highland Pines Domestic Water Improvement District**

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

**NOTICE OF MEETING  
February 10, 2022**

The Governing Board of the Highland Pines Domestic Water Improvement District will meet in regular session on Thursday, February 10, 2022, 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.**

**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 November 16, 2021.
  - B. Executive Session of November 16, 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.
6. **PRESENTATIONS/QUESTION AND ANSWER SESSIONS/BUSINESS**
  - A. **Fire Hydrant Maintenance & Repair by Steve Helm, (Tap Master, Inc., Western Regional Sales Manager). 1 hour**
  - B. **Highland Pines Domestic Water Improvement District Fire Hydrant Maintenance & Repair by Rick Chase, (Fire Marshall, Central Arizona Fire) and Michael Freeman, (Fire Hydrant Program Manager, Central Arizona Fire). 30 minutes**
  - C. **Discussion and possible action re: Fire Hydrant Maintenance and Repair.**

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**7. REPORTS AND CORRESPONDENCE**

**A. Chair Report – Celia Carr**

1. November/December/January 2021-2022 Fann Monthly Operations Report
2. Girl Scout Annexation Denial Letter
3. Update on Pump House Remediations, Thermostat and Heaters – Angelo Angeleri

**B. Vice Chair Report – Sandy McClintock**

1. Update on ARPA Funds Request
2. Update on NFP Insurance Coverage Increase
3. Update on Policies

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

1. Discussion and possible action re: November/December/January 2021-2022 Bookkeeper Report/Financials

**8. BUSINESS**

**A.** Discussion and possible action re: Main Water Line/Madizell Construction Project Update, the Use of HPDWID Water Via Fire Hydrant(s), Contractor Payment Process, Schedule, and Timeline – Dave Dirren.

**B.** Discussion and possible action re: GIS Update – Dave Dirren.

**C.** Discussion and possible action re: Girl Scout Contract, Updated Payment/Fee Schedule, Next Steps.

**D.** Discussion and possible action re: T-Mobile Request for Attachment of Wireless Antennas/Ground Equipment Cabinets.

**E.** Discussion and possible action re: HPDWID Water Loss.

**F.** Discussion and possible action re: Viable Board Member Signers at OneAZ Credit Union.

**G.** Discussion and possible action re: Westview Property Water Meters.

**H.** Discussion and possible action re: Municipal Accounts Reimbursement for Propane.

**I.** Discussion and possible action re: HPDWID Newsletter.

**9. 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 remotely by conference call 978-990-5000, access code 283052 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 at the Prescott Public Library, 215 E. Goodwin Street, Prescott, Arizona.

**B.** Upcoming Scheduled Meeting Dates:

- 5/2/2022 (please note – date changed from 5/20/22)
- 6/9/2022 (Public Hearing, Budget/Rates/Fees/Ad Volarem Tax)
- 8/11/2022
- 11/10/2022

**10. ADJOURNMENT**

Notice of Meeting (Agenda) dated and posted 2/\_\_\_\_\_/2022 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.