

# NOTICE OF MEETING

The Governing Board of the Highland Pines Domestic Water Improvement District will meet in regular session on Thursday, February 13, 2020 at 10:00 a.m. The meeting will be held in the Jim Lee Boardroom at the Residence Inn located at 3599 Lee Circle, Prescott, Arizona 86301. 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 item. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

## AGENDA

1. CALL TO ORDER
2. ROLL CALL OF BOARD MEMBERS
3. APPROVAL OF MINUTES
  1. Regular Session of November 12, 2019
4. APPROVAL OF MONTHLY FINANCIAL REPORTS
5. REPORTS AND CORRESPONDENCE - The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Chair's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.
  - A. Board Chair Report
6. CALL TO THE PUBLIC  
Consideration and discussion of comments and complaints from the public. 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.
7. BUSINESS
  - A. Discussion and possible action re: acceptance of resignation of Board member David Barnard, effective December 31, 2019.
  - B. Discussion and possible action re: potential appointment of Bryan Crossley to fill the vacancy created by the resignation of David Barnard.
  - C. Discussion and possible action re: possible approval of the hiring of William R. Whittington and the law firm of Boyle, Pecharich, Cline, Whittington & Stallings, P.L.L.C. as legal counsel for the District; possible approval of Resolution # 2020-1 re: same.

8. POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION

- A. Possible vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(3) for legal advice and pursuant to A.R.S. § 38-431.03(A)(4) to give instructions to legal counsel re: termination of Administrative Services Contract with Improvement District Services, Inc.; possible ratification of Sunrise Engineering contract and possible modifications to same; possible contract for accounting and billing services; issues relating to Board Bylaws, Ordinance 2015-1, and Board policies; possible annexation of Lollar and Wilhelm properties into the District; possible water line encroachment issue re: Skib parcel.

9. BUSINESS

- A. Discussion and possible action re: termination of Administrative Services Contract with Improvement District Services, Inc.
- B. Discussion and possible action re: possible ratification of Sunrise Engineering contract and possible modifications to same.
- C. Discussion and possible action re: possible authorization of contract with alternate accounting and billing services company.
- D. Discussion and possible action re: Fann Environmental, LLC Operations report and issues; maintenance and repairs.
- E. Discussion and possible action re: possible approval of Celia Carr and Sandy McClintock as signators on District bank accounts.
- F. Discussion and possible action re: board meeting location; possible approval of expenses relating to same.
- G. Discussion and possible action re: District posting locations.
- H. Discussion and possible action re: possible modifications to Ordinance 2015-1 re: District administration and District offices.
- I. Discussion and possible action re annexation of Lollar and Wilhelm properties into the District.
- J. Discussion and possible action re: possible water line encroachment issue re: Skib parcel.

10. ADJOURNMENT

Notice of Meeting (Agenda) dated and posted \_\_\_\_\_, 2020. At \_\_\_\_\_, local time  
By: \_\_\_\_\_

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