

## **NOTICE OF MEETING**

The Governing Board of the Highland Pines Domestic Water Improvement District will meet in regular session on Thursday, May 21, 2020 at 1:00 pm. This will be a remote meeting; the conference call in number is 978-990-5000 and the access code is 283052. 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
  - A. Regular Session of April 10, 2020
4. 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.
5. REPORTS AND CORRESPONDENCE
  - A. Chair Report – Celia Carr
    1. Fann Monthly Operations Report
    2. HPDWID Website Update
    3. Sale of Polaris Ranger approved 8/15/19
  - B. Administrative Report – Natalie Galgano-Pinkley
    1. Transition Summary
    2. Discussion and possible action re: Approval of Financial Report
6. BUSINESS
  - A. Discussion and possible action re: repair to HPDWID lower water tank on Madizell Drive.
  - B. Discussion and possible action re: update on Main Transmission/Madizell Water Line Infrastructure Project; presentation by Dave Dirren, Sunrise Engineering.
  - C. Discussion and possible action re: Draft Annual 20/21 Budget/Rates and Fees; presentation by Natalie Galgano-Pinkley and Bryan Crossley, Treasurer.
  - D. Discussion and possible action re: ratification of \$1,050.00 deposit payment to Sadie Sarti Design Co. on 3/22/2020 and total payment of \$2238.00 for website design; annual payment for Domain Name and Hosting by GoDaddy GoCentral Builder.
  - E. Discussion and possible action re: ratification of Municipal Accounts and Consulting, L.P. contract signed by Board Chair on 4/1/2020.
  - F. Discussion and possible action re: ratification for 5/6/2020 NFP Liability Insurance Policy Renewal signed by Board Chair on 3/27/2020 including annual premium payment of \$5967.

- G. Discussion and possible action re: appointment of Bryan Crossley to HPDWID for 2020-2024 term.
7. 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) on use of heavy construction equipment on Double Eagle Road, Lollar Wilhelm annexation, easement research to include main transmission line and parcel 100-01-009D, Sunrise Engineering Contract Addendum, Fann Environmental Contract Addendum, NFP Liability Insurance Contract/Coverage, 2020-1 HPDWID Ordinance and 2020/2021 Budget, Rates, Fees and Financials.
8. BUSINESS
- A. Discussion and possible action re: the safe and appropriate use of earth moving equipment for purposes of construction on Double Eagle Road.
  - B. Discussion and possible action re: Skibiski claim (parcel 100-01-009D) that placement of HPDWID water line under Double Eagle Road is illegal and associated legal and engineering costs to the District.
  - C. Discussion and possible action re: research and survey completed on 3/10/2020 by Dave Dirren of Sunrise Engineering to determine location and purpose of water line on Double Eagle Road (Skibiski parcel).
  - D. Discussion and possible action re: Lollar Wilhelm annexation to the District.
  - E. Discussion and possible action re: approval of Addendum and Deliverables Date Table to 10/3/2019 Sunrise Engineering contract.
  - F. Discussion and possible action re: approval of Addendum to 10/1/2013 Fann Environmental contract.
  - G. Discussion and possible action re: approval of HPDWID Ordinance 2020-1.
9. FUTURE MEETING DATES
- A. 6/11/20 at 3 pm, Prescott Public Library, 215 E. Goodwin Street, Founders Suite A – Public Hearing and Special Meeting for HPDWID Annual Budget/Rates & Fees Meeting
  - B. 8/13/20 at 10 am, Prescott Public Library, 215 E. Goodwin Street, Founders Suite B
  - C. 11/12/20 at 10 am – Location TBD
10. FUTURE MEETING AGENDA ITEMS
- A. 2020/2021 Annual Budget/Rates & Fees presentation by Natalie-Galgano Pinkley and Bryan Crossley at 6/11/20 Special Public meeting.
  - B. Main Transmission Line/Madizell Infrastructure Project Update by Dave Dirren at 8/13/2020 meeting.
11. ADJOURNMENT

Notice of Meeting (Agenda) dated and posted 5/20/2020 at \_\_\_\_\_, local time by Bryan Crossley, Board Member.

If any disabled person needs any type of accommodation, please notify Celia Carr, Highland Pines Domestic Water Improvement District Chair at 480-239-1017 prior to the scheduled meeting time.