

Draft  
Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District  
February 12, 2014 - 9:00 a.m. at  
The American Ranch – Ranch House, 9500 American Ranch Road, Prescott, Arizona

*District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairman, and shall begin with stating and spelling of the speaker's name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 117 E. Gurley Street, Suite 206, Prescott, AZ 86301.*

Call to Order – Larry Schroer, Bill Yates and Bill Greenwald present. Jim Lucia absent.

Also present: Karen, Jennifer, Bob Hanus, Monte Anderson, Brent Mathews and Chuck Dickson

1. Discussion and possible action regarding the monthly operations report from Bob Hanus of Western Environmental Technologies regarding the operation and maintenance of the water and sewer facilities and status of projects, to include:
  - a) Status of the damaged hydrant due to an auto accident and status of insurance claim.  
Bob said things are going fairly well. They cleaned out the filter and afterwards the turbidity spiked, however, the test results remained in compliance. He said they have been putting the 3-inch pipes into the ground for the thermal heat into the backflow valves. Bob said that all should be complete soon.  
Bob said the hydrant has been repaired and it is holding pressure fine. He said they will be exercising the valves in the hydrants, which needs to be done by June. Director Yates asked if the fire district needed to know about the repair. Bob said, "No, they do regular testing themselves." Jennifer told the Board that the customer's insurance company is paying for Bob's repair, approximately \$750.00, and the fine is being collected from the customer.  
Bob said he and Chairman Schroer discussed the budget and will be ready for May.
2. Discussion and possible action regarding protection against flooding of the District's tanks and equipment, in lieu of obtaining flood insurance.  
Bob said he talked to Granite Basin Engineering and they need to survey the well-head. Raising the well-head and reinforcing was discussed.
3. Discussion and possible action regarding the distribution of fees collected from the Homeowner's Association.  
Chairman Schroer said he would like to see a proposal to reallocate the charges to the commercial accounts, based on fixtures. He is proposing to charge approximately \$869, annually, for each fixture in the facilities.
4. Discussion and possible action regarding the sale of reuse water.  
Director Schroer suggested charging for reuse water. He said we send about 6,000 gallons per day to the lake and that 50 cents per thousand gallons is an average rate to charge. The Board discussed the costs involved with treating for A quality water. Jennifer said that the Board may need to consider encouraging water conservation and it might be possible that an ad valorem tax might be necessary to cover the overall costs. Director Yates suggested a committee from the District and HOA to review the water usage.  
Mr. Dickson said some graduated scale charges are too severe. Mr. Mathews, said it doesn't cost the District more money to pump additional water.
5. Discussion and possible action regarding an annexation for Lots 179-183, American Ranch, Phase 4B.  
Jennifer and Karen will send petitions to the property owners.

6. Discussion and possible action regarding administrative issues to include:
  - a) Review delinquent accounts and District financial records;
  - b) Approve meeting minutes of November 13, 2013;  
Motion: made by Director Yates to approve the meeting minutes, second by Director Greenwald.  
Unanimous Approval
  - c) Approve warrants written in November and December 2013 and January 2014.  
Motion: made by Director Greenwald to approve the warrants written in November, December, January, second by Director Yates.  
Unanimous Approval
  
7. Discussion and possible action to fill the open position on the Board of Directors, this item may include interviewing candidates.  
Chairman Schroer said that Jennifer sent letters to electors to find the interest for someone to be on the Board.  
Monte Anderson gave the Board information on his background on Boards and water issue.  
Chuck Dickson said he is interested in the community and has some experience being on a water board.  
Motion: made by Director Greenwald to appoint Monte Anderson to the open position on the Board, previously held by Jeff Hamilton, second by Director Yates  
Unanimous Approval  
Chairman Schroer recommended that he set an appointment with Bob Hanus to tour the water and wastewater facilities. Jennifer Bartos asked Mr. Anderson to contact her for his Oath of Office and to review the open meeting laws and District administrative functions.

**Public Comment Period:** The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.