

Meeting Minutes

Board of Directors of the Big Park Domestic Wastewater Improvement District
December 3, 2013 - 10:00 a.m.
BPDWWID Wastewater Treatment Plant, 100 Hutson Lane, Sedona, 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 Chairperson, 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, Clerk of the Board of Directors, for the Big Park Domestic Wastewater Improvement District, 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., 1965 Commerce Center Circle, Suite A, Prescott, AZ 86301.

1. Call to Order – Ruth Kane, Martha Nohowec, Dorothy Vandelinde, David Sheets and Lee Meiner present.
Joanne Johnson absent.

Also present and participating in the meeting were: Jennifer Bartos, District Clerk / Administrator and Karen Davis, Administrator, Improvement District Services, Inc.; Loren Cunningham, C.P.A.; Chris Kramer, Dickinson, Wright, Mariscal & Weeks.

Motion: made by Vice-Chairman Meiner to convene into executive session, second by Director Sheets.
Unanimous Approval

2. The Board may vote to convene into *Executive Session pursuant to A.R.S. 38-431.03.7 for discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property. Discussion and consultation with the District's attorney for legal advice and to consider the District's position and instruct its attorney regarding pending or contemplated litigation: BPDWWID v. Gilgoff et. al., CV201280328; BPWWID v. Gilgoff, et al., CV201280329; BPWWID v. Gilgoff, et al., CV201280330; BPWWID v. Camino del Diamante, et al., CV201280331; BPWWID v. Easterday, et al., CV201280332. A.R.S. §38-431.03(A)(3) & (4).
3. Discussion and possible action to give direction to staff and the District's Attorney for the above item, and possible approval of settlement of consolidated cases CV201280328, CV201280329 and CV201280330.
Motion: made by Director Nohowec to approve the settlement of the consolidated cases CV201280328, CV201280329 and CV201280330 for \$415,000., second by Vice-Chairman Meiner.
Unanimous Approval
4. Discussion and possible action to review and approve the Draft Audit.
Loren Cunningham told the Board that next year, the audit will cost about 30% more.
Motion: made by Director Vandelinde to approve the audit subject to the minor changes, second by Vice-Chairman Meiner.
Unanimous Approval
5. Discussion and possible action regarding the Administrative Services Staff Report from Jennifer Bartos and Karen Davis of Improvement District Services, Inc. regarding staff activities, District financials and direction to the Clerk for future agenda items.
6. Consent Agenda:
 - a) Approve meeting minutes of October 15 and November 19, 2013.
 - b) Approve warrants written in October 2013.Motion: made by Director Vandelinde to table the November 19 minutes and approve the October minutes and warrants, second by Director Sheets.
Unanimous Approval

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.