

Meeting Minutes
Board of Directors of the Big Park Domestic Wastewater Improvement District
January 21, 2021 – 10:00 a.m.
VIA ZOOM VIDEO CONFERENCE

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., 3603 Crossings Drive Prescott, AZ 86305. Pursuant to A.R.S. • 38-431.03, the Board of Directors may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Board of Directors may resume the meeting, open to the public, to address the remaining items on the agenda.

Topic: Big Park DWWID Board of Directors Meeting

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Meeting ID: 850 7607 5483, Passcode: 857111

Dial by your location: 346-248-7799 Houston, 669-900-9128 San Jose, 253-215-8782 Tacoma

Meeting ID: 850 7607 5483

Passcode: 857111

Contact jbartos@idsadmin.com to request a Zoom meeting invitation to be emailed to you.

Call to Order – David Sheets, Jim Kautz, Brien Gidlow, Joanne Johnson and Rich Gardner present. Gary Livermont and Ruth Kane absent.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator and Diana King, District Administrator, Improvement District Services, Inc.; Brad Bowers, District Operator, Environmental Biomass Services; Dave Dirren, District Engineer and Sid Mazumdar, Sunrise Engineering.

1. Discussion and possible action to approve the annexation of parcel 405-34-024B into the boundaries of the District, and adopt Resolution 2021-1.
Motion: made by Director Johnson to approve the annexation, second by Director Kautz.
Unanimous Approval
2. Discussion and possible action regarding the Administrative Services Staff Report from Improvement District Services, Inc. regarding staff activities, District financials, budgets, collections, direction to the Clerk for future agenda items and other administrative issues.
How to capitalize large expenditures was discussed.
Motion: made by Director Kautz that only expenditures over \$5,000, with an estimated life over 5 years will be capitalized, second by Director Gidlow.
Unanimous Approval
3. Consent Agenda:
 - a) Approve the meeting minutes of December 17, 2020;
Motion: made by Director Johnson to approve the minutes, second by Director Kautz.
Unanimous Approval
 - b) Approve checks written in December 2020.
Motion: made by Director Gidlow to approve the checks, second by Director Kautz.
Unanimous Approval
4. Discussion and possible action regarding special event fees.
Jennifer explained the special event fee. No action taken.
5. Presentation of the Operator's Report from Brad Bowers of Environmental Biomass Services, regarding the operation and maintenance of the wastewater facility and sewer system to include flow information, water quality, reuse and activities; updates on the Perpetual System Maintenance Projects.
6. Discussion and possible action regarding the UV replacement project.
Director Gidlow will work with Dave Dirren and Sid Mazumdar on the competitive bid vs. sole source for this project.

7. Discussion and possible action regarding the plant erosion at the wastewater treatment plant.
This project is complete, remove from the agenda.
8. Discussion and possible action regarding the Engineer's Report by Dave Dirren, Sunrise Engineering, to include facility maintenance, connection requests and other District Engineering duties.
Dave Dirren was asked to put together an estimate for extending the sewer mainline north on Sugarloaf.
9. Discussion and possible action to approve invoices from Sunrise Engineering for District Engineering Services.
Motion: made by Director Johnson to approve the invoices in the amount of \$2,927.50, second by Director Gidlow.
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.