

Meeting Minutes

Board of Directors of the Big Park Domestic Wastewater Improvement District
November 17, 2022 – 9:00 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.

Join Zoom Meeting - <https://us02web.zoom.us/j/81381507544>

Meeting ID: 813 8150 7544

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

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

Call to Order – David Sheets, Rich Gardner, Gary Livermont, Jim Kautz, Dan Wheeler and Joanne Johnson present.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator, Diana King, District Administrator, Improvement District Services, Inc.; Brad Bowers, District Operator, Environmental Biomass Services; Jarom Hiebasko, Sunrise Engineering; Executive Session Counsel: Robert Kozak, Brian Imbomoni.

Motion: made by Vice-Chair Livermont to convene into Executive Session, second by Director Gardner.

Unanimous Approval

Executive Session: The Board will convene into Executive Session pursuant to A.R.S. 38-431.03.3 for legal consultation regarding:

- a) The District's position on capacity for 405-33-479G
- b) The wash erosion in the Las Piedras subdivision

Motion: made by Director Kautz to convene into the regular meeting.

Unanimous Approval

Convene into Regular Meeting:

1. Discussion and possible action regarding the District's position on capacity for 405-33-479G and direction to staff and/or legal counsel.
No discussion, no action
2. Discussion and possible action regarding the status of the exposed manholes due to erosion in the Las Piedras wash, direction to staff and/or legal counsel.
Dave Dirren should write a letter to the HOA notifying them of the District's manhole status. Dave should work with Mr. Kozak on the letter.
3. Discussion and possible action to ratify the decision to exceed the \$100,000 approved amount for manhole repair in the Las Piedras wash.
Motion: made by Director Gardner to approve up to \$125,000 for manhole repair, second by Director Wheeler.
Unanimous Approval
4. 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.
No action
5. Discussion and possible action to approve the meeting minutes of October 20, 2022.

Jennifer told the Board that OneAZ asked for clarification on who will be the account manager on the new account. She said the minutes must reflect only one account manager and the Chairman needs to sign the amended minutes.

Motion: made by Director Gardner to amend the minutes to state that Jennifer Bartos will be the account manager, second by Director Johnson.

Unanimous Approval

6. Discussion and possible action to approve the checks written in October 2022.
Motion: made by Director Kautz to approve the checks, second by Director Johnson.
Unanimous Approval
7. Discussion and possible action regarding a 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.
No action
8. Discussion and possible action regarding the status of the grant funding projects.
 - a) UV replacement project and the status of the purchased equipment;
Bid documents will go out in January
 - b) Acoustic assessment of sewer lines;
 - c) Master plan update.
9. Discussion and possible action regarding the Engineer's Report by Dave Dirren, Sunrise Engineering, to include facility maintenance, connection requests, future projects and other District Engineering duties.
No discussion or action
10. Discussion and possible action regarding a GIS presentation by Sunrise Engineering.
Jarom presented the District GIS map to the Board and explained some of the components. The Board asked for links to access the site. The Board requested that Sunrise Engineering provide a cost proposal for aerial mapping.
11. Discussion and possible action regarding erosion on the treatment plant parcel.
Table to January meeting.
12. Discussion and possible action regarding reuse fire suppression for the wastewater treatment plant.
No action
13. Discussion and possible action regarding a request from Bechtel Infrastructure & Power Corp. for an easement across 405-33-479 (old treatment plant site) for access to the new AT&T cell site project.
No action
14. Discussion and possible action to approve invoices for Sunrise Engineering for engineering services.
Motion: made by Director Gardner to approve the invoices, second by Director Johnson.
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.