

Hearing and Meeting Minutes
Board of Directors of the Big Park Domestic Wastewater Improvement District
June 17, 2020 - 10:00 a.m. - 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.

Topic: Big Park Domestic Wastewater Improvement District - BOD Meeting & Hearing
Time: Jun 17, 2020 10:00 AM Arizona See telephone numbers below for those without an electronic device). Please Read the Zoom User Guide prior to the meeting. All participants will be on Mute when joining the meeting except Board members and will Unmute after discussion of any motion made and before a vote to solicit input from the public, with a 2 minute time limit, after which the participant will be muted. Your cooperation and understanding will be appreciated so the Board can conduct business under difficult circumstances.

Join Zoom Meeting – email jbartos@idsadmin.com to request a Zoom initiation emailed to you
<https://us02web.zoom.us/j/9809035705?pwd=QlpUY3ROR05zdUYeldlcEZCVmMrQT09>
Meeting ID: 980 903 5705, Password: 5XNTJ2
One tap mobile +16699009128,,9809035705#,,1#,614253# US (San Jose)
Dial by your location: +1 669 900 9128 US (San Jose), 253 215 8782 US (Tacoma)
Meeting ID: 980 903 5705, Password: 614253

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

Also 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, Sunrise Engineering.

Hearings:

Open Public Hearing on the Fiscal Year 2020/2021 Budget
Vice-Chairman Livermont opened the hearing. No public comment.
Close Public Hearing on the Fiscal Year 2020/2021 Budget
Vice-Chairman Livermont closed the hearing. No public comment.

Open Public Hearing on the Fiscal Year 2020/2021 Rates & Fees
Vice-Chairman Livermont opened the hearing. No public comment.
Close Public Hearing on the Fiscal Year 2020/2021 Rates & Fees
Vice-Chairman Livermont closed the hearing. No public comment.

Convene into Special Meeting:

1. Action on the Fiscal Year 2020/2021 Final Budget and possible adoption of Resolution No. 2020-3.
Motion: made by Director Kautz to approve the final budget and adopt Resolution No. 2020-3, second by Director Johnson.
Unanimous Approval
2. Action on the Fiscal Year 2020/2021 Rates and Fees and possible adoption of Resolution No. 2020-4.
Motion: made by Director Johnson to approve the rates and fees and adopt Resolution No. 2020-4, second by Director Kautz.
Unanimous Approval

Convene into Regular Meeting:

3. 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.

The staff report was reviewed. Director Gidlow gave the Board a brief summary of his experience with forcing a foreclosure on a delinquent property. Brad will place a "Disconnect Doorhanger" on the delinquent account. Prior to shutting off the sewer Jennifer will confirm the action with the District's attorney.

4. Consent Agenda:
 - a) Approve the meeting minutes of May 20, 2020;
 - b) Approve checks written in May 2020.

Motion: made by Director Johnson to approve the consent agenda, second by Director Kautz.
Unanimous Approval

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.

The operator's report was reviewed. Brad said they are still continuing with COVID testing in the effluent.

6. Discussion and possible action regarding the Engineer's Report by Dave Dirren, Sunrise Engineering, to include facility maintenance, connection requests, GIS updates and grease trap installs/inspections, and updates on the Fairway Oaks/Chaparral/Sugarloaf project and a policy for installing individual taps.

The engineer's report was reviewed. Dave told the Board there will be additional laterals installed in the new project. He said there will now be 70 sewer connections. Dave also told the Board that the contractor has hit rock on Fairway Oaks Drive.

Motion: made by Director Gidlow to approve the additional 14 days of construction due to rock work and adding 2 additional laterals to the project for a total increase in the contract price of \$4690.00, second by Director Johnson.
Unanimous Approval

7. 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 \$30,816.21, 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.

No public attended