

# **BIG PARK WW IMPROVEMENT DISTRICT - FINANCE COMMITTEE**

## Meeting Minutes

Location: Improvement District Services, 3603 Crossings Drive, Prescott, AZ 86305

Start Time: 9:00am

Date: December 4, 2019

David Sheets, Jim Kautz and Gary Livermont present. Also present and participating: Jennifer Bartos, District Clerk and Diana King, District Administrator Improvement District Services, Inc.

### **Topics to be discussed:**

1. Discussion regarding the Fairway Oaks/Chaparral Drive project, holding a public meeting and property owner notification.  
The letter to the affected property owners was discussed. A lateral fee and a payment schedule for capacity fees was discussed and will be submitted as a recommendation to the Board at the December meeting.
2. Discussion regarding funding the ProPipe proposal.  
No discussion
3. Discussion regarding Ordinance Amendments.  
Jennifer said that all Ordinance amendments must be published in the newspaper. She recommends that the Board only approve important modifications to the Ordinance that make an impact on operations or policies and not just wordsmithing. She was asked to check with the attorney to see if all changes needed to be published.
4. Discussion regarding the month-to-month budget report and the audit proposal.  
The month-to-month report was reviewed.
5. Re-use contract renewal discussion.  
David Sheets presented some calculations of current and anticipated expenses for sending reuse.

Finance Committee Meeting Guidelines: The meeting will be held in accordance With A.R.S. Title 38 Open Meeting Laws. Board and attendee's 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 Committee Chairperson and shall begin with stating and spelling of the speaker's name. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation 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 soon as possible to allow time to arrange the accommodation. Requests for copies of committee meeting minutes or other District documents ~ or complaints should be submitted in writing to: Improvement District Service ~ 3603 Crossings Drive, Prescott, AZ 86305.