

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

## Meeting Agenda AND MEETING MINUTES

Location: Improvement District Services, 3603 Crossings Drive, Prescott, AZ 86305  
Start Time: 10:00am  
Date: January 25, 2019

Attendance at the meeting: David Sheets – BOD Finance Committee (FC) Chair, Jim Kautz – FC member, Gary Livermont – FC member, Jennifer Bartos – IDS, Diana King – IDS, Kathleen \_\_\_\_\_ - IDS, Bill Weber – Weber’s Insurance Services

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

- 1.a. Bill Weber presented his proposal for our upcoming insurance policy renewal.
  1. Review of IDS contract which is up for renewal June 2019 Topic was only briefly discussed due to time constraints. David will check with three people regarding availability of other firms that provide services similar to IDS.
  2. Review of financial documents, bank statements, budget Jennifer will connect with Loren to iron out issues with preparing quarterly financial documents. Issues with Yavapai County’s handling of interest for our accounts was discussed.
  3. GHD consulting engagement for ERU review  
Brief discussion centered around Need vs. Value regarding this topic.
  4. Overview/demo of QuickBooks  
This was not done due to time constraints.
  5. Discussion to upgrade security at WWTP  
We will begin exploring options available.
  6. Demo of new BPDWWID website  
Kathleen presented this demo.
  7. Discussion regarding a move from OneAZ to another bank  
IDS is looking into possibilities.
- ❖ Discussed possibly obtaining a free appraisal for renting some BPWWID property as opposed to selling the property.

Finance Committee 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 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.