

Meeting Minutes
Board of Directors of the Big Park Domestic Wastewater Improvement District
February 18, 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

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

Call to Order – David Sheets, Brien Gidlow, Jim Kautz, Rich Gardner, Gary Livermont and Joanne Johnson present. 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, Sunrise Engineering; Jordan Ricca and Melissa Seida, of Keegan Linscott and Associates, PC; Martin Aronson and David Dimler representing Pisa Lisa II.

1. Discussion and possible action to elect a Chairperson and Vice-Chair for the coming year.
Motion: made by Director Kautz to nominate David Sheets for Chair and Gary Livermont for Vice-Chair, second by Director Gidlow.
Unanimous Approval
2. Discussion and possible action regarding a request by Marty Aronson of HV & Canal LLC, for consideration of a reduction in the ERU's required for outdoor seating for Pisa Lisa II on parcel 405-41-077M.
Mr. Aronson and Mr. Dimler discussed the District's policy for outdoor restaurant seating. Chairman Sheets said the District had a professional firm conduct a rate study in 2019 that confirmed indoor and outdoor seating are to be designated the same.
No action taken.
3. Presentation of the Fiscal Year 2019/2020 Annual Audit by Jordan Ricca and Melissa Seida, of Keegan Linscott and Associates, PC. Discussion and possible action to approve the Fiscal Year 2019/2020 annual audit.
Jordan Ricca and Melissa Seida reviewed the information contained in the audit. They suggested that the District begin a reserve fund for future replacement needs.
Motion: made by Director Kautz to approve and issue the audit, second by Director Johnson.
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.
5. Consent Agenda:
 - a) Approve the meeting minutes of January 20, 2021;
 - b) Approve checks written in January 2021.Motion: made by Director Johnson to approve the consent agenda, second by Vice-Chair Livermont.
Unanimous Approval

6. 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.
Brad reviewed the report and also discussed the problem of rodent control at the treatment plant. Jennifer was asked to add rodent control to the next budget.
7. Discussion and possible action regarding a policy for draining swimming pools into the sewer system.
Chairman Sheets said he was contacted by the Sedona Golf Resort HOA inquiring about draining swimming pools into the sewer system. Brad Bowers said that draining pools into the sewer system would upset the treatment process greatly and should not be allowed. Chairman Sheets asked to have verbiage added to the Ordinance that specifically prohibits pools and spas from being drained into the sewer system.
8. Discussion and possible action regarding the UV replacement project.
No action taken.
9. 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 reviewed his report and stated that a possible extension of the sewer main on Sugarloaf would be approximately \$500,000.
10. Discussion and possible action to approve invoices from Sunrise Engineering for District Engineering Services.
Motion: made by Director Johnson to approve the invoices, second by Vice-Chair Livermont.
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.