

***Inscription Canyon Ranch Sanitary District***  
**P.O. Box 215**  
**Chino Valley, AZ 86323**

**NOTICE OF MEETING**

The Governing Board of the Inscription Canyon Ranch Sanitary District will meet in Special Session on **Wednesday, May 15th at 8:30 am**. The meeting will be held at the Days Inn, 688 Fletcher Court, Chino Valley, AZ, in Conference Room 1. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics and any variables thereto will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL OF BOARD MEMBERS**

**3. CALL TO THE PUBLIC**

*Those wishing to address the Inscription Canyon Ranch Sanitary District Board need not request permission in advance. The Sanitary District Board is not permitted to discuss or take action on any item not specifically identified on the agenda (A.R.S. 38-431.01(G)). However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda.*

**4. POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION FOR:** discussion or consultation for legal advice with the attorneys of the Inscription Canyon Ranch Sanitary District pursuant to A.R.S. Section 38-431.03.(A)(3) and discussion or consultation with the attorneys of the Inscription Canyon Ranch Sanitary District in order to consider its position and instruct its attorneys regarding the District's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation pursuant to A.R.S. Section 38-431.03.(A)(4) re:

- A. Revision to District Bylaws, Article II, Section 18, Quorum.
- B. Claims for reimbursement of attorney fees previously paid by the District.
- C. Complaint against the District Board Members for Open Meeting Law violation(s) filed with the Office of Attorney General.
- D. Letter of Engagement for preparation of District annual financial report; Alyx Cohan, CPA.
- E. Definitions of rates and fees for the District.
- F. Revisions to approved budget and requirements for 2013-2014 budget.
- G. Missing and unaccounted for records and documents, property of the District, that have not been produced by the previous District Board members.

*During the Executive Session, the public will be asked to leave the Board meeting room until the general session is re-convened*

**RECONVENE INTO PUBLIC SESSION**

**5. REPORTS:**

Report from District Manager

- o Deed of Trust Payments
- o Status of APP Application submittal.
- o Plant Operations & Repairs

Report from Accountant

- o Review of Financial Report for February, March and April, 2013

**6. CONSENT AGENDA** (Routine items that may be approved by one motion)

- 1) Minutes of prior meeting
  - Public Meeting Minutes of February 28, 2013, (Revised March 11, 2013)
  - Executive Session Minutes of February 28, 2013.
  - Public Meeting Minutes of April 18, 2013
  - Executive Session Minutes of April 18, 2013
- 2) Reimbursement to Robert Busch, District Manager in the amount of \$ 125.94 for:
  - ADEQ-Copies of Public Records (\$6.77)
  - Sir Speedy- record destruction (\$48.00)
  - Staples – Board packet supplies (\$28.41)
  - Walmart – Board packet supplies & copy paper (\$32.84)
  - Vistaprint – “confidential” stamp (\$9.92)

**7. OLD BUSINESS - DISCUSSION & POSSIBLE ACTION RE;**

- A. Claims for reimbursement of attorney fees previously paid by the District
- B. Complaint against the District Board Members for Open Meeting Law violation(s) filed with the Office of Attorney General.
- C. Set time and place for Budget Hearing, Rate Hearing and next Public Meeting
- D. Missing and unaccounted for records and documents, property of the District, that have not been produced by the previous District Board members.

**8. NEW BUSINESS - DISCUSSION & POSSIBLE ACTION RE;**

- A. Actions required concerning revisions to approved budget
- B. Approval of Financial Reports for February and March and April 2013.
- C. Approval of revision to District Bylaws, Rules and Policies, Section 18 as follows:
  - ARTICLE II, SECTION 18. QUORUM**
  - ~~At all meetings of the Board of the District, a majority of the Board shall constitute a quorum for the purpose of transacting business. The act of a majority of the quorum of the Board shall be deemed an official act of the Board. At all meetings of the Board of the District, a majority of the Board shall constitute a quorum for the purpose of transacting business.~~
- D. Letter of Engagement with Alyx Cohan, CPA for preparation of annual financial report.
- E. Consideration of an Alternate Budget Plan for fiscal 2013-14, utilizing user fees as a source of revenue.
- F. Approval to publish proposed annual budget and proposed rates and fees for 2013-14 in advance of budget and rate hearing(s).
- G. Approval of Rates and Fees Definitions for 2013-14 fiscal year.

**9. AJOURNMENT**

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting District Manager Bob Busch at [r.busch@icrsd.net](mailto:r.busch@icrsd.net) or calling 713-0548. Requests should be made as early as possible to arrange the accommodation.

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the attached notice was duly posted at 14501 N. Talking Rock Ranch Road, Prescott, Arizona and at 5360 W. Inscription Canyon Drive, Prescott, Arizona on May \_\_\_\_\_, 2013 at \_\_\_\_\_ a.m. /p.m. in accordance with the statement filed by the ICR Sanitary District.

Dated this \_\_\_\_\_ day of May, 2013.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature