

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 Thursday, August 16, 2012 at 9:00 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. Missing and unaccounted for records and documents, property of the District, that have not been produced by the previous District Board members.
- B. Claims for reimbursement of attorney fees previously paid by the District.
- C. Requests for public records
- D. Establishment of criteria for contracting of services and supplies provided to the District
- E. Draft three-year contract for accounting and billing services between ICR Sanitary District and MDI Taxes, Inc.
- F. Resolution 2012-5 and Letter of Engagement with Alyx Cohan, CPA, to prepare the annual financial report for fiscal 2011-12, required by Yavapai County.
- G. ICRSD Board Bylaws, District Rules, and District Policies
- H. ADA Accommodation for Mr. Charles O'Brien
- I. Resolution 2012-6, Acceptance of Talking Rock Offsite, Onsite and Other Related Wastewater Facilities and approval of Bill of Sale
- J. Establishment of Criteria for publication of District Newsletters.

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 Accountant

- Review of Financial Report for June 2012
- Review of Financial Report for July 2012
- Review & Discuss Revised Chart of Accounts

Report from District Manager

- Status of requests to review public records
- Status of punch list for infrastructure acceptance
- Report on District Operations: WWPT Flows & performance; flushing & odor control; Status of collection activity for unpaid user fees, late fees and interest

Report from Granite Basin Engineering (Mr. Davin Benner)

- Status of Investigation regarding pump sizing in Whispering Canyon (criterion for acceptance of Whispering Canyon infrastructure)
- Status of report and recommendations for wastewater treatment plant upgrades and modifications (as set forth in the Amended and Restated Development Agreement).
- Discussion of establishing a project scope and budget for upgrades/enhancements to the wastewater treatment plant.

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

Minutes of prior meetings

- Public Meeting Minutes of June 25 22, 2012
- Executive Session Minutes of May 22, 2012
- Executive Session Minutes of June 25, 2012

Reimbursement to District Manager for \$74.39 for:

- \$10.00-- Recording of Lien on property at 12325 El Capitan Way, Prescott, AZ
- \$64.39-- Copies of documents for board meeting & supplies

9. OLD BUSINESS - DISCUSSION & POSSIBLE ACTION RE;

- A. Missing and unaccounted for records and documents, property of the District, that have not been produced by the previous District Board members.
- B. Claims for reimbursement of attorney fees previously paid by the District
- C. ICRSD Board Bylaws, District Rules, and District Policies
- D. ADA Accommodation for Mr. Charles O'Brien
- E. Setting a time and place for future meetings of the District Board.

10. NEW BUSINESS - DISCUSSION & POSSIBLE ACTION RE;

- A. Approval of Financial Reports for June and July 2012.
- B. Establishment of criteria for contracting of services and supplies provided to the District
- C. Three-year contract for accounting and billing services between ICR Sanitary District and MDI Taxes, Inc.
- D. Proposed Resolution 2012-5, Letter of Engagement with Alyx Cohan, CPA, to prepare the annual financial report for fiscal 2011-12, required by Yavapai County.
- I. Proposed Resolution 2012-6, Acceptance of Talking Rock Offsite, Onsite and Other Related Wastewater Facilities and approval of Bill of Sale
- J. Establishment of scope and budget for Wastewater Treatment Plant Upgrades and Improvements
- K. Establishment of criteria for publication of District Newsletter.

11. ADJOURNMENT

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 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 August_____, 2012 at _____a.m. /p.m. in accordance with the statement filed by the ICR Sanitary District.

Dated this _____ day of August 2012.

Print Name

Signature