

***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 a Public Session on Friday, December 6 at 9:00 A.M. The meeting will be held at 5360 W. Inscription Canyon Drive, Prescott, Arizona. 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. Possible amendment to the Amended and Restated Development Agreement

*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 Status of Plant Operations
  - Plant Statistics/Repairs
  - Testing
- o Status of addition of FEQ tank
- o Status of RFQ
- o Record Management Training Webinars

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

Minutes of prior meetings

Public Meeting Minutes of September 24, 2013

Executive Session Minutes of September 24, 2013

Public Meeting Minutes of October 14, 2013  
Executive Session Minutes of October 14, 2013  
Reimbursement to District Manager for total of \$541.12 for Board packet supplies (binders, paper, dividers, etc) for meetings from May through September, 2013 (\$65.71), and for heating & air conditioning unit for the WWTP testing area (Sears 7000 BTU) \$475.41.

7. 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. Setting a time and place for future meetings of the District Board.

8. NEW BUSINESS - DISCUSSION & POSSIBLE ACTION RE;

- A. Approval of Financial Reports, September and October, 2013.
- B. Awarding of a contract and authorization to execute the contract for the installation of a 25,000 gallon flow equalization tank for the wastewater treatment plant. Three contractors were solicited for bids.
- C. Consideration to transfer funds from the Restricted Capital Fund to the General Fund for capital expenditures in connection with the FEQ tank addition at the wastewater treatment plant. Approximately \$45,000 will be considered for transfer.
- D. Approval of Management Letter and Financial Report for fiscal 2102-13 prepared by Alyx Cohan, CPA, for submittal to Yavapai County.
- E. Possible amendment to the Amended and Restated Development Agreement.

9. 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 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 December\_\_\_\_, 2013 at \_\_\_\_\_a.m. /p.m. in accordance with the statement filed by the ICR Sanitary District.

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

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

\_\_\_\_\_  
Signature