

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 **Tuesday, January 8 at 9:30 am**, following a Rate Hearing. 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. Possible changes and additions to ICRSD Bylaws, Rules, and Policies, Article II, Section 4 and new section 28; Article III, new Sections A7-A9 and Sections B9 and B10..
- D. Resolution 2013-1 Acceptance of Whispering Canyon, Onsite and Other Related Wastewater Facilities and approval of Bill of Sale in the amount of \$1,181,001.43..for infrastructure in Whispering Canyon, Phase 1 through 4.
- E. Complaint against the District Board Members for Open Meeting Law violation(s) filed with the Office of Attorney General.

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 Alyx Cohan, CPA, regarding annual financial report to Yavapai County

Report from insurance agent Bill Weber of Weber's Insurance Agency

- Proposal for insurance coverage for the District

Report from Davin Benner of Granite Basin Engineering

- Status of Investigation regarding pump sizing in Whispering Canyon (criterion for acceptance of Whispering Canyon infrastructure)
- Status of preparation of RFQ for wastewater treatment plant upgrades and modifications (as set forth in the Amended and Restated Development Agreement).

Report from District Manager

- Status of requests to review public records
- Report on District Operations: WWTP Flows & performance; flushing & odor control;
- Status of collection activity for unpaid user fees, late fees and interest
- Closure of Escrow Account and transfer of funds
- Document additions to Website
- Review of District Records
- Report on conversion of property, hookup & owner info to CORE software

Report from Accountant

- Review of Financial Report for October and November, 2012

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

1) Minutes of prior meetings

Public Meeting Minutes of October 29, 2012 (revised Nov 4, 2012)
Executive Session Minutes of October 29, 2012

2) Reimbursement to District Manager for \$85.64 for:

Publication of Notice in Prescott Courier for Rate Hearing (\$75.64)
Filing of Lien Release for property on El Capitan Way (\$10.00)

3) Payment of invoice from Stephen Norris, Inc, dba Norrco., for repairs to sanitary collection system on Three Sisters Drive (\$3,832.35)

4) Payment of invoice from Peshkin & Kotalik dated December 13, 2012 for services regarding dispute with America Alternative Ins. Corp. in the amount of \$14,033.96

5) Payment of statement 24426 from Boyle, Pecharich, Cline, Whittington & Stallings, PLLC, dated December 18, 2012 for legal services to the District in the amount of \$3,565.33

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. Claims for reimbursement of attorney fees previously paid by the District
- C. Approval of an RFQ for obtaining quotes for upgrades and improvements to the wastewater treatment plant.
- D. Complaint against the District Board Members for Open Meeting Law violation(s) filed with the Office of Attorney General.
- E. Set time and place for next Public Meeting

8. NEW BUSINESS - DISCUSSION & POSSIBLE ACTION RE;

- A. Election of Officers in accordance with District Bylaws, Rules and Policies
- B. Approval of Rates and Fees to be charged by the District
- C. Resolution 2013-1 Acceptance of Whispering Canyon, Onsite and Other Related Wastewater Facilities and approval of Bill of Sale in the amount of \$1,181,001.43, for infrastructure in Whispering Canyon, Phases 1 through 4.
- D. Possible changes and additions to ICRSD Bylaws, Rules, and Policies, Article II, Section 4 and new section 28; Article III, new Sections A7-A9 and Sections B9 and B10.

- E. Consideration of Approval of Sewer Service Agreements and Capacity Assurance Certificates for Whispering Canyon Phases 5-7.
- F. Approval of Revised Certificates of Destruction previously approved on October 29, 2012.
- G. Approval of Financial Reports for October and November, 2012.
- H. Approval of Insurance Proposal presented by Insurance Agent, Bill Weber.
- I. Approval of Financial Report for fiscal 2011-12 prepared by Alyx Cohan, CPA, for submittal to Yavapai County

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 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 January _____, 2013 at _____ a.m. /p.m. in accordance with the statement filed by the ICR Sanitary District.

Dated this _____ day of January, 2013.

Print Name

Signature