

***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, May 22, 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. Conduct of meetings and hearings
- D. Effluent Line Easement Agreement to TRR for the line through District property
- E. Letters of Instruction regarding the transfer and deposit of funds provided in the Escrow Account Fund Transfer; Escrow Agreement Termination pursuant to the Amended and Restated Development Agreement Dated March 1, 2012, to provide for immediate deposit of money market funds and deposit of funds from CDs at maturity.
- F. Collection of Past Due Users Fees, Late Fees and Interest
- G. Draft Policies and Procedures for ICR Sanitary District (as possible replacement for Ordinance 2008-1)

*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. 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.

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

Minutes of prior meetings

Public Meetings:

Public Meeting Minutes of May 1, 2012

Executive Session Minutes of May 1, 2012

Reimbursement to District Manager, Bob Busch for purchase of digital recorder for the District in the amount of \$65.48.

### 7. REPORTS

#### 7a. Financial Reports

- Presentation & Discussion of the following financial reports:
  - o April 2012

#### 7b. Manager's Report

- Discussion of Collection of Past Due User Fees
  - o Status of delinquent bill collections and process/procedure for future collection plans following District guidelines.
  - o Conduct of Hearings on disputed bills
- Discussion of Status of Development Agreement and Settlement Agreement items to be completed.
- Discussion of Status of Infrastructure Acceptance Punch List Items

### 8. OLD BUSINESS

Consideration and possible action re:

- A. Setting a time and place for future meetings of the District Board.
- B. Draft Policies and Procedures for ICR Sanitary District (as possible replacement for Ordinance 2008-1).

### 9. NEW BUSINESS

Consideration and possible action re:

- A. Approval of Financial Reports for:
  - April 2012
- B. Review draft budget for fiscal 2012-13 and possible vote to schedule Budget/Tax and Rate Hearings and publishing notice of Hearings.
- C. Effluent Line Easement Agreement to TRR for the line through District property.
- D. Letters of Instruction regarding the transfer and deposit of funds provided in the Escrow Account Fund Transfer; Escrow Agreement Termination pursuant to the Amended and Restated Development Agreement Dated March 1, 2012, to provide for immediate deposit of money market funds and deposit of funds from CDs at maturity.
- E. Collection of Past Due Users Fees, Late Fees and Interest.

10. ADJOURNMENT

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Director Bob Hilb at [hilb@cableone.net](mailto:hilb@cableone.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\_\_\_\_\_, 2012 at \_\_\_\_\_a.m. /p.m. in accordance with the statement filed by the ICR Sanitary District.

Dated this \_\_\_\_\_ day of May, 2012.

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Print Name

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Signature