

**BOARD OF DIRECTORS
METROPOLITAN DOMESTIC WATER IMPROVEMENT DISTRICT
PIMA COUNTY, ARIZONA**

December 20, 2011

**** Board Room ****

**Metropolitan Domestic Water Improvement District
6265 N. La Cañada Drive
Tucson, AZ 85704**

MINUTES

Board Members Present: Bryan Foulk, Chair
Dan M. Offret, Vice-Chair
Jim Doyle, Member
Judy Scrivener, Member

District Staff: Mark R. Stratton, General Manager
Warren Tenney, Clerk of the Board
Tullie Noltin, Recorder

I. Call to Order and Roll Call

Bryan Foulk, Chair of the Board of Directors of the Metropolitan Domestic Water Improvement District (District), called the Board Meeting to order at 1:00 p.m. Bryan Foulk, Jim Doyle, Dan M. Offret, and Judy Scrivener were present.

II. Discussion and Possible Action to Fill Director Vacancy

Mr. Offret asked if Ms. Ireland's verbal resignation is valid under state statutes and Mr. Stratton confirmed. Mr. Tenney explained the statute uses the word "resignation" without specifying verbal or written. State statutes specify the Board is to formally accept the resignation before filling the vacancy. Mr. Offret asked if Ms. Ireland had received notice of this special meeting. Mr. Tenney said Ms. Ireland was not directly notified but as part of the public, she had access to the notice. The agenda was posted in the community and is available on the District website.

Mr. Tenney explained the Board of Directors has the authority to fill the vacancy until the end of Ms. Ireland's term. The Board can decide how to approach the appointment. In the past, the Board appointed someone who demonstrated an interest in the District, such as a previous Board member or member of a District committee.

Mr. Foulk said he knows a gentleman with an interest in the District who holds a degree in hydrology and geology and works at City of Tucson Environmental Services.

Mr. Offret said he would prefer not to open the opportunity up to the entire community, when there are eight people on the Finance Oversight Committee who have knowledge of the District

and regularly demonstrate a commitment to the District. He would like to accept short statements of interest from the FOC members and select one of them at the next session.

Ms. Scrivener supported the idea of asking the FOC and Mr. Foulk's contact for statements of interest, along with confirmation of their eligibility requirements. Mr. Foulk said the letters should include why they are interested and their strengths and experience. Mr. Stratton suggested the letters of interest be limited to one page. Mr. Doyle expressed his agreement. Mr. Foulk summarized that staff will contact FOC and the other person who has expressed an interest by both email and mail.

Mr. Tenney said the issue can be placed on the January 9, 2012 Board meeting agenda and suggested the letters should be turned in by Wednesday, January 4, 2012 to be included with the meeting materials.

Mr. Offret made a motion to accept Helen Ireland's resignation, and have the issue to fill the vacancy on the January 9, 2012 agenda, as stated in this discussion. Ms. Scrivener seconded the motion. Motion passed unanimously.

III. Adjournment

The meeting adjourned at 1:09 p.m.

Bryan Foulk, Chair of the Board

Warren Tenney, Clerk of the Board