

**Timberland Acres Domestic Water Improvement District
PO Box 1531
Show Low, AZ 85901**

Special Meeting Of The Board

Minutes

April 12th, 2024

Members present:

JS Ison Chair

Raymond Brown

Dan Crane

Secretary

Treasurer

- 1. Call to Order 9:00 AM**
- 2. Flag Salute Led by JS Ison**
- 3. Quorum Confirmed by JS Ison**
- 4. Water Conservation Grant Fund Blake Anderson**

Discussion Blake Anderson

- A. Adoption of – TADWID - Procurement Policy**
- B. Discussion and possible action regarding Water Conservation Grant Fund**
- C. Discussion and possible action regarding approved – TADWID - projects –
(2023 / 2024 – FY)**
- D. Discussion and possible action regarding upcoming review of – TADWID –
WCGF solicitation proposal responses**

**Grant Award: Water Conservation Grant Fund - (\$ - 263,747) – (25% / 75% –
Grant)**

**Blake : Part 1 - Talked about – (3) – Projects – Meters – Replacement of all
remaining analog meters (approx 170) Retro-fit or replacement of all existing
IPearl Meters (approx 220) - Entire system would be compatible with radio or
cellular communications –**

**Part II : Scada System – All site will have SCADA (remote monitoring capabilities)
This will allow us to see Tank Functions at all times – electrical - AMP Draws –
Etc. With this system, we will be able to create trend lines – units placed at all
well sites.**

**Part III : Engineered Survey/ Drone Mapping – Valve Records – (Contractor –
TBD)**

Requirements needed to accept the Grant Award:

i. Assignment of Signer for TADWID Grant Agreement – (Signer of the Grant Agreement Needed).

Motion was made to adopt Chairman J.S. Ison as Signer for WIFA GRANT AGREEMENT WC4-185-2024 by – (Raymond Brown)

Second was called out by – (Dan Crane)

All in agreement – (Yes)

Motion Passes – (Passed)

ii. Adoptance of a written procurement policy:

Motion was made to adopt the Arizona State Procurement Manual specific to WIFA GRANT AGREEMENT WC4-185-2024 - by – (Raymond Brown)

Second was called out by – (JS)

Motion passes – (Passed)

Board / Blake : Talked about having another Special Board meeting to talk about any and all current Bids. This to review any and all Bids that are taking place, as well as bids already being completed. This to also be ahead of any and all future planned projects that may take place with any and all future Contractors.

Blake : Talked about the Board setting a spending budget / funds for the year. Board to also work together to monitor Cash Flow / with projects needing to be completed. If projects are completed using Grant monies – funds will be pull from – TADWID – Account – Replace by – WIFA Grant Money – (10 to 15 – Days). Also reviewed – (Fiscal Year Projects) – Example – Well – 1 – Concrete replacement . Repair may be put off until FY 2024-25

Blake : Request to have another – (Special Mgt) – May – 1st – or – 2nd contingent RFP submissions not requiring deadline extension. Special Meeting Agenda to be sent out once date determined.

Adjourn

The meeting adjourned at - 9:47 - AM

DRAFT