

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

**Regular Meeting of The Board**

**Minutes**

**April 27, 2024**

**Members present:**

JS Ison,

Dan Crane,

Raymond Brown,

Roger Miller,

Chair

Treasurer

Secretary

Secretary of Affairs

1. **Call to Order** 9:00 AM
2. **Flag Salute** Led by JS Ison
3. **Quorum** Confirmed by JS Ison
4. **Approval of Minutes for January 27<sup>th</sup> - & - Special Mgt – April – 12<sup>th</sup> - 2024**

**Raymond Brown** moved to approve minutes as presented and reviewed.

**JS** – Second the Motion, Motion Passed.

5. **Nexbillpay** : Raymond Brown reviewed in detail– ( Nexbillpay ) – This starting with – ( Darryl Sleighter ) – helping with the Letter writing – Master Service Agreement – Terms and Conditions. This Account should be closing out by the end of April, 2024, or sometime Mid May, 2024. We will also be receiving a last billing statement when the Contract closes.
6. **Dan Crane** : talked in detail on and about – ( Transparency ). This to ensure that The Community Members understand that all monies prior to Him coming on, show to be exactly where it should be. This being both Checking and Savings. Also reviewed was the – ( 3<sup>rd</sup> Quarter Financial Report ). Motion was made by – ( JS ) – Second was made by – ( Raymond Brown ) – Any questions or concerns - ? – None – Motion Passes.
7. **Dan Crane** : Brought up the – ( FY-23/24 ). Dan explained that given the time frame coming into His Treasurer position, He has been faced with trying to track down previous information pertaining to His position. This problem has not allowed Him to be in a position to properly present all information needed, as well as to what would normally be required at this Water Board Meeting. A Special Meeting has been set – ( May – 1<sup>st</sup> – 1:00 PM ). This to review and potentially

approve – ( FY-23/24 - Budget – Blake Andersons Contract – Stephanie Irwin's Contract ).

8. Community Member asked if anyone helped Dan with any of the problems or concerns He was having - Example : Quick Book Pass words – E-Mails – anything that could help Him with gathering the information needed to move forward in His position, along with all needed information - ? – I Raymond Brown stated that I had followed up with all areas requested, that could help with His request – ( E-Mails – Texts – Phone calls – Previous members of the Board ). I was unable to find any information that was said to have been sent to me. After some deep follow up we were able to see that all this information is pass word protected. It was said in the meeting today that backup information was available, Dan will be followed up with, allowing Him to move forward with the needed information.
9. Community Member if Dan – ( Treasurer ) – has new pass words, and will they be available to the Board Members - ? – Dan stated that He will have them logged and available.
10. JS – Asked to go back to review the – ( 3<sup>rd</sup> Quarter Financial Report ) – JS – made a Motion to approve – I Raymond Brown – 2<sup>nd</sup> – any questions – NONE – Motion Passes.
11. Community Member asked if the water meters would remain – ( 5/8's ) - ? – Blake stated – YES – this would be the standard.
12. Blake reviewed – ( RFP's – Request For Proposal ) – This to ensure we move forward with all planned projects.
13. Raymond Brown : Talked about Blake Andersons Contract coming up for review. Concerns were made not to move forward with a motion due to not copies made to review. Blake's Contract shows no change from the previous Two years. This to be reviewed during – ( May 1<sup>st</sup> – 1:00 PM ). Plan is to review and Approve.
14. Blake Anderson : Water Loss : Reviewed was Two Water leaks. Both leaks were fixed, but showed to have heavy water loss. Also reviewed was the Community Center showing to have heavy water use. Both Bathroom and meter to be checked after this Board Meeting.

15. Community Member was wondering what the Blue meter at the end His driveway or road was – Blake stated that it was a Flush Valve that they were installing.
16. JS asked if the internet is needed to run the new water valves or any of the other Services - ? – Blake stated that we should not need the internet for those services.
17. Community Member asked if an antenna would work - ? – Blake stated that the right antenna would work, but we would need to look at cost to ensure we purchased the right one.
18. Dan Crane : Talked in detail on and about that He had not received Stephanie Irwin's Contract after requesting it. I Raymond Brown stated that I never received any request asking for Her Contract. After discussing it, I Raymond Brown had missed His request for Her Contract. I apologized for the matter being missed. Dan went on in detail about the current cost being paid out to our Accountant, and the possible cost that could be saved. No Information to support the conversation was presented. Board and Community Members ask for this information to be put to paper and present it.
19. **Blakes Report : 04/19/2024 Members of the TADWID Board: Please review the TADWID Q1 2024 report:**
  - Total Water Produced: 2.4 Million Gallons**
  - Water Sold: 1.4 Million Gallons**
  - Unsold Water: 40%**
  - Site Inspections: 29**
  - Water Conservation Grant Fund Update:**
    - Congratulations to the community of Timberland Acres and it's Domestic Water Improvement District for being awarded WIFA's Water Conservation Grant!
    - \$263,747 Awarded - Project Scope Includes:
      - Drone Survey and Mapping of System
      - Upgrade of all meters to digital radio read
      - Remote Monitoring at all 3 sites
      - New Production Meters at all sites
    - Proposal Response Update (RFP's Scheduled to Close 4/30/24):
      - System Survey and Mapping: ○ Ironside Engineering
      - Meter Vendor:
        - Fortline - Kamstrup ○ Metron-Farnier
        - Ferguson - Badger
        - Dana Kempner – Sensus
      - Core and Main - Neptune ● Remote Monitoring Equipment Sources Sought
      - Western Environmental Equipment Company - Mission Controls
      - Water-Stats
    - JCH - Hi - Tide TADWID WIFA Tank Rehabilitation Project:
    - Ironside Engineering:

- Plans submitted to ADEQ for approval to construct (ATC) permit
- ADEQ approved plans
- Solicitation to contractors begins 4/30/24
- Contractor to be selected in early June to complete remainder of project TADWID General System:
  - 01/28 Leak Repair on Juniper
    - Major failure of tap at main, significant loss of water
- 7 valves had to be shut down to isolate that one street due to one mapped valve which MWM staff has not been able to locate..
  - 300% more customers experienced loss of service than necessary
    - Heavy root growth around the tap indicates a slow leak had been non-surfacing for a significant amount of time prior to total failure
- 01/28 Replaced Broken Valve Cans at Apache & Loggers Ln.
- 02/14 Constructed new A-Frames around valves at Apache & Navajo / Wildcat & Navajo
- 04/04 Emergency customer call out
- 04/18 Found and dug out a buried blowoff valve on Jackrabbit Trail.
  - \*Next blowoff install is planned end of Juniper Ridge
- 04/19 Replace broken water meter on Wildcat Trail
  - Contractor hit private water line while excavating and damaged TADWID meter. MWM billed contractor for cost of meter and labor directly. Please let me know if you have any further questions and as always it our pleasure to serve the community of Timberland Acres, Blake Anderson Mogollon Water Management

19. **Adjourn**

The meeting was adjourned at 10:02 AM.

**APPROVED :**