

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

Regular Meeting of The Board

Minutes

April 23, 2022

Members present:

JS Ison, Chair
Glenda Call, Treasurer
Roger Miller, Secretary of Affairs

Members absent:

Jutta Lunario, Secretary

1. **Call to Order** 9:00 AM
2. **Flag Salute** Led by JS Ison
3. **Quorum** Confirmed by JS Ison
4. **Approval of Minutes**
Glenda Call presented minutes for approval for January 22, 2022 and March 19, 2022 meetings. Glenda Call moved to approve the minutes as presented; motion seconded by Js Ison; motion carried.
5. **Quarterly Financial Report**
Glenda Call presented the 3rd Quarter Financial Report. Currently there is approximately \$22,000.00 in checkings and \$24,700.00 in savings. Glenda Call moved to approve the 3rd Quarter Financial Report as presented; motion seconded by JS Ison; motion carried.
6. **Proposed Budget FY 22/23**
The proposed Budget for the coming FY 22/23 was presented by Glenda Call. Glenda Call moved to approve the Proposed Budget FY 22/23 as presented; motion seconded by JS Ison; motion carried.
7. **Systems Report**
Philip Call provided the systems report on behalf of Blake Anderson, Remote Operator of Record and himself. He provided an update on the rebuild of Well No.2. with the metal building ready to be assembled. Well No. 1 and Well No. 3 are supporting current water usage.
Philip Call provided Blake Anderson's systems report.
WIFA Loan was approved last week for the storage tank rehab project. He stated the tank system is 40 years old.
The recent rate increase was implemented for TADWID's 5 year plan to include valve replacement of 20 valves where 33% currently are non operational, anticipated 225 meter replacements, and water main and services where bulk is original and 40-50 years old.
8. **WIFA Loan Update**
A written update, prepared by Jutta Lunario, Secretary, was read by Glenda Call and is summarized below:
WIFA is Arizona's Cleanwater and Drinking Water administrator for financing the design and construction of water and wastewater infrastructure projects. Blake Anderson provided information on the availability of funding through WIFA. TADWID applied for and was approved for a loan on 4/14/22. Additionally Blake secured other grants to assist TADWID with repairs, upgrades, and maintenance projects. Project Loan was \$250,000, Green Energy grant \$24,000, Design/Technical Assistance Grant \$50,000, Prevailing Wage Technical Assistance Grant \$25,000; for a total loan & grants amount of \$349,000 with \$311,500 as forgivable monies, total to repay is \$37,500 only. The loan terms are set at 3.2% interest to be paid over 20 years.

Loan documents will be sent to a legal counsel for review and the loan is estimated to be funded on May 13, 2022. There are restrictions TADWID must follow such as only using American Steel and putting up specific signage for example.

The complete WIFA Update will be archived as a permanent attachment to the minutes.

9. **RESOLUTION 2022-01 A Resolution of Timberland Acres Domestic Water Improvement District Approving the Form and Authorizing the Execution and Delivery of a Loan Agreement with the Water Infrastructure Finance Authority of Arizona from its Drinking Water Revolving Fund Program; Delegating the Determination of Certain Matters Relating Thereto to the Board of Timberland Acres Domestic Water Improvement District and Treasurer of Timberland Acres Domestic Water Improvement District; Providing for the Transfer of Certain Moneys and Making Certain Covenants and Agreements with Respect Thereto; Authorizing the Taking of All Other Actions Necessary to the Consummation of the Transactions - Contemplated by Such Loan Agreement and This Resolution and Declaring an Emergency**
Glenda Call presented Resolution 2022-02 for approval. The resolution is an emergency resolution approving the acceptance of the loan and the terms of the loan; loan will be reviewed by legal counsel. Glenda Call moved to approve Resolution 2022-02; JS Ison seconded the motion; motion carried.
10. **Review/Approval of Bid #2204 Ad/Packet: Water Systems Operator (ADEQ Certified)**
Glenda Call presented the bid packet and bid ad. Roger Miller will be placing the ad for publication on 4/29/22. JS Ison will be handling all contact with Bidders including issuing Bid Packets to Bidders and receiving completed, sealed Bid Packets from Bidders. Deadline for submitting sealed bids to JS Ison is 6/25/22 at 3:00 p.m. Sealed bids will be publically opened on 7/23/22 at the next Regular TADWID Board Meeting. Glenda Call moved to accept the Bid Packet and Bid Ad and place Bid Ad in newspaper; JS Ison seconded the motion; motion carried.
11. **Annual Nomination of Chair, per ARS 48-1012**
ARS 48-1012 requires the board of directors to annually elect a chairperson from among its members. Glenda Call nominated JS Ison to continue as Chair for the coming year. JS Ison accepted and will be Chair for the coming year.
12. **Contract Verbiage Changes**
Glenda Call, in Secretary's absence, presented and reviewed word changes to the current Water Establishment Contract. Glenda Call moved to accept the changes to the Water Establishment Contract as reviewed, JS Ison seconded the motion; motion carried.
13. **The Billing Coordinator's**
Dan Crane presented the report to the Board. He stated he has a meeting with legal counsel to address liens.
14. **Lien Process Update**
Dan Crane requested the agenda item be tabled to the July 23, 2022 meeting until after his meeting with legal counsel. Glenda Call moved to table agenda item to July; JS Ison seconded the motion; motion carried
15. **Webmaster Resignation; New Webmaster Announcement**
JS Ison announced the resignation of Rick Hall as Webmaster and thanked Rick for all the major contributions he made while Webmaster; JS announced Darryl Sleighter as the new Webmaster effective 4/15/22. Darryl Sleighter was asked to provide an update on the status of the problems with the website. Darryl stated the current software that supports the website, and its company went out of business several years ago. He will begin transitioning over to a new website next week. Darryl added the legal requirement for the posting of minutes and agendas is they be posted on the Bulletin Boards/Mailboxes throughout Timberland Acres. He will continue to post Board minutes and agendas to the website as a courtesy because the website is a courtesy.

16. **Community Activities Committee**

Olivia Perez provided an historical report on the Community Center. She stated since the CAC has upgraded through donations new chairs and tables, tv, fan, new kitchen cabinets, stove, fridge, flooring, new paint in kitchen and restroom, new toilet and restroom fixtures. CAC is not supported or governed by either board and is responsible for all events strictly through donations with all work provided by the CAC all volunteer members and other community volunteers. Olivia then presented past events and upcoming events.

15. **Call to Public**

Mark Lunario, Road Board Chair, asked for an update on the Bull Elk Project. Philip Call provided the update stating that the holdup is obtaining meters from Dana-Kepner and added Dana-Kepner has over 300 meters on back order for over 4 months.

Dan Crane suggested bringing Wi-Fi and landline to the Community Center to eliminate the cell phone "dead-zone" that currently exists. Board agreed and will make it an agenda item at July meeting.

Lana Hitchens asked how TADWID arrived at the proposed Ordinary Income line item in the amount of \$228,000.00. Glenda Call stated it was based on the anticipated revenue from the rate increases. Glenda Call will contact Lana to provide more detail. JS Ison added property owners' various water usage impacts that.

Cindy Johnson thanked the Board for sharing all the information. She thanked Philip Call for all his hard work. She thanked Bob Reed for doing a great job. She asked when was the last time the books were audited and was advised they are reviewed annually by a third party.

16. **Adjourn**

The meeting adjourned at 9:59 am

DRAFT