

Board of Directors of the Trujillo Trail DWID, SCC Arizona
Meeting Minutes July 9, 2022, 9:00 A.M. MTS Time via Zoom



1. **Call to Order and Roll Call:** Meeting convened at 9:05 a.m. MST via Zoom
Roll Call: Present at the meeting were J. Combo, D. Luckadoo, J. Jenkins, E. Stubbs, K. Stubbs, M. Flanders. P. Fitzsimmons and P. Tarzian were also in attendance.
2. **Summary of Current Events.** It was reported that we have a good supply of water in both yards as we were able to use our new water trailer to haul 15,000 gallons to the yards. Some members have been in touch with the board to inquire about where to find the tier information, with regard to water usage and to say that they appreciated knowing about the water consumption. There were 2 leaks in the system which have been addressed.
3. **System Operator's Report.** A few weeks ago we hauled 10,000 gallons of water with Tucson Bulk which was 5 loads when we are on the brink of being out. Last week we got our 1000-gallon water trailer and hauled 15,000 gallons into the system. Inventory is still declining but not as bad as before. The leaks that were causing large water usage have been corrected. In summer when demand is highest, we seem to have more issues effecting the system. Having the water trailer, we will be able to keep up with demand. We want to use the trailer as little as possible, but it is now there if we need it. J. Combo noted that we now have a 100-foot hose for the water trailer. The trailer firm is sending us hose as well so we are well supplied with equipment. We will get a lock for the basket the hoses and fittings are in for security. Whenever we have power outages it effects the GFCI at the Trujillo Trail yard in the grey box that permits us to monitor flows, so if it is noticed that no flows are being registered the GFCI needs to be reset. Our board members are hauling the trailer with outside assistance when necessary. One neighbor has asked if we would consider turning up the pressure on the system. 20 is the minimum and we are above that now, so we need to look at that and perhaps raise the pressure.
4. **WIFA Status Report.** J. Jenkins met with the new design firm, Team Converse (TC), chosen by WIFA, when the first design firm decided they didn't want to take on our project. We don't know their reason for that decision. They walked through everything. TC will confirm and finalize a draft of the scope of work so that we can confirm that is what we want. They have drone technology for the surveying and can also tell us if we have line of sight of the instrumentation control. The survey would also show the easements and such. As soon as the August meeting of WIFA has confirmed our loan increase, we can give TC the green light and they assured us that the design plan could be completed before the end of the year. TC thought the best bet would be the south alignment of Aliso Springs Road. It was also discussed the possibility that after the natural gas pipeline, we could cut across to the north side of the road and with possible easements from the property owners, cut up to the Trujillo Trail yard rather than having to go along Aliso Springs Road which would save us distance and possible conflicts with utilities. We need to get a cost estimate before we proceed. TC estimated 1 mile and a quarter at \$85 to \$100 per foot just for piping and felt it could be close to our loan amount. J. Jenkins requested an action item to speak to the property owners about getting easements at the Caracol property and also at the 42 yard. Gary Brasher is willing to talk to the

property owners when we are ready to proceed. We will also need to get an agreement in writing from the County to use their easement. They have verbally agreed to the use of their easement.

WIFA has gotten back to us and they have all of the documents they need from us. Now we are waiting for their August 11th meeting. According to Evan, we should have approval. After approval there is another week or so to complete the closing documents. We should be able to draw on the funds by around the 20th to 25th of August if everything goes through. With the new amount of the loan at, we are estimating 45% to 50% forgiveness, so we will be borrowing about \$350,000. Our monthly payment will be around \$1600 to \$1700 per month. The engineers will give us a design and then we go out to bid and do the best we can to get the price to meet our loan amount. Jackson has familiarity with that do these kinds of projects, so we have some great opportunities. We are going to need controls for the system. If we don't have LOS from the top of Trujillo Trail to the top of the 42 building, it would require a tower, or conduit and wire in the trench which we would like to avoid if possible. We can see if a 900-megahertz signal works and if it works adequately, we are good. The engineering firm said that with their drone survey, they can tell us how much higher we need to be at any location.

5. **2022/2023 Budget Working Session.** A proposed budget was presented to the board for discussion. The budgeted amount of the loan payments is based on a \$300,000 loan at 2.6% came to \$1,604 and was rounded up to \$2,000. If the loan comes to \$350,000 the monthly payments would be \$1,800 and would still be within our ability to handle it. We have fiscal actual for 10 months. Some items for 2023 are different because we need to add 2 months of services, i.e Electrical expense. On the loan repayments side rates and fees have been changed to service the loan. Infrastructure fees are raised from \$38 to \$42. For connected parcel has changed monthly meter fee from \$20 to \$26. Project management fee is figured at \$150 per hour for 40 hours. Project management will be moved to capital expense. The cost for project management is set to kick in January. Project management cost doesn't come out of the loan. The project management is there to make sure we meet all of the WIFA guidelines. The explanation of fee increases needs to be well communicated to the customers. There is one meter that is not readable because it is at the house and access is not available. An item should be addressed. A Line item has been added under contract services, 6208 Earthworks at \$1,000. We still have a net surplus of \$6,154 with the addition of this line item. Adding this line item isn't exclusive to this one issue and can be used for any earthwork that is necessary. We need to have shut off valves at each property so that they can be shut off if they don't pay and automatic meters would be a good addition at some time to have more personal knowledge and control of water consumption. Lateral fees were discussed and will be discussed further. \$7500 is a capital fee for hooking into the system. The treasurer suggested that there be an increase in the minimum from \$250 to \$500, or actual expense. The lateral fee is for whatever the expense beyond what their contractor will do to get the water to the home itself. All other districts have lateral fees. It was decided to leave it at the \$250 minimum with further discussion.
6. **Public Official Overview.** None
7. **Call to the Public:** No public responded
8. **Announcements.**
 - 8.1. **Next meeting set for Wednesday, July 13 at 5:30 MST**
 - 8.2. **Future Agenda Items.** Discussion and possible action regarding lateral fees; Discussion and possible approval of Tentative budget.

9. **Executive Session.** None required
10. **Adjournment.** Motion to adjourn made by J. Combo; seconded; unanimously approved.
Meeting Adjourned at 10.47 a.m. MST