

Board of Directors of the Trujillo Trail DWID, SCC Arizona
Meeting Minutes, June 27, 2023 at 5:00 P.M. MTS Time via Zoom



1. **Call to Order & Roll Call:** Meeting called to order at 5:00 p.m. MST. J. Combo, D. Luckadoo and J. Jenkins were present, Also present were E. Stubbs. F. Cassidy and M. Flanders and Debbie Cole. Alan Converse of Team Converse Engineering and Keith Dennis of SEAGO were also present.
2. **Approval of Agenda:** J. Combo moved to approve agenda, seconded and unanimously approved.
3. **Approval of Minutes of the May 16, 2023 Meeting:** J. Combo moved to approve the minutes, seconded and unanimously approved.
4. **Chair, Board Members, and/or Treasurer and Clerk Reports. Summary of current events.** There were no reports from the Chair, Board Members, Treasurer nor Clerk.
5. **System Operator Report:** J. Jenkins requested that E. Stubbs send out another conservation reminder to the District members. We have been hauling water constantly, which is very costly. The question was asked if it was a production issue or a usage issue. It appears to be a bit of both. We should have more information next month. Once the project is completed, we will have plenty of water.
6. **Discussion and Possible Action** regarding the bid package, standard specifications to be included in the invitation to bidders for the pipeline project, SEAGO help re: same, their timing estimate and details, plus coordination with SEAGO ad engineering by TTDWID. Keith Dennis, Community Coordinator for SEAGO explained to us that they have worked with Davis-Bacon on other Federal Grants. WIFA provides them with a maximum of \$20,000 for our project. Working with Alan Converse, SEAGO will be putting the bid package together. Alan Converse told us that the plans have been submitted to ADEQ and we should have a response within the next couple of weeks. We can then begin putting the bid package together, which will take a couple of weeks. It then needs to be advertised according to regulations. It is about 1 month from publishing the bid to the final date for submission of bids. The whole process will take about 60 to 90 days. We need clarification on some issues from Evan Marsh of WIFA. A motion was made by J. Combo for J. Jenkins to arrange a detail meeting with Alan Converse, Keith Dennis and Samantha from WIFA. The motion was seconded and approved.
7. **Discussion and Possible Action** regarding request for bids to construct pipeline. This issue was addressed in the previous agenda item.
8. **Discussion and Possible Action** regarding fiscal year 2023-2024 annual budget and rates and fees. The board had reviewed the Proposed Budget and Rates and Fees which had been posted and published. It was verified that funds within line items can be shifted between line items without altering the final budget number. There was a call for public comment, but there was none. J. Combo made a motion that the 2023-2024 Budget and Rates and Fees be approved. The motion was seconded and approved.

9. **Discussion and Possible Action** regarding retaining project manager and obtaining permits if any are required. J. Jenkins recommended Bobby DeAngelo, who is semi-retired and proficient in project management. He could possibly be hired at a reasonable fee on an as needed basis. His expertise would be excellent for oversight on our project. J. Combo made a motion to authorize J. Jenkins to speak with Mr. DeAngelo regarding the position with an hourly cap of \$150 to a maximum of \$500, including presence at the detail meeting with WIFA, SEAGO and Converse. The motion was seconded and approved.

10. **Discussion and Possible Action** regarding Board resolution approving pipeline easement from Alhaurin parcel to Trujillo Trail yard and any associated expense. Jim LaPuzza has been contacted and will work on a survey of the easement of 20' and approximately 260' along the western property line. The easement is at zero cost to the District.

11. **Discussion and Possible Action** regarding non-WIFA scope of this project, for example modifying the storage tank at the 42ASR yard including epoxying the tank, modifying the supply to the private facility at 42ASR yard, how to get that work done, selection of a contractor to get the non-WIFA work done ahead of or outside of the WIFA project. We can add components to the scope, but it is believed that this work is included in the package. We can always make them a separate item if we need to do so.

12. **Discussion and possible Action regarding obtaining insurance, both Director and Officer and general insurance for TTDWID.** Tabled

14. **Discussion and possible Action** regarding communication with Santa Cruz County road easement. It has been established that we have that right. Any permits will be obtained by the proper party at the appropriate time.

15. **Call to the Public.** There were no comments from the public present.

18. Announcements:

18.A **Next Meeting Date:** The next meeting date will be set after the detail meeting with WIFA, SEAGO, Converse and J. Jenkins.

18.B **Future Agenda Items:** Discussion and Possible Action regarding WIFA loan; Update and Possible Action regarding pipeline engineering firm design, discussion and possible action regarding pipeline project manager, Update and possible action regarding board resolution approving pipeline easements and expense, Discussion and possible action regarding Request for bids to construct pipeline.

18. **Executive Session:** None Required.

19. **Adjournment:** J. Combo moved to adjourn the meeting at 6:17, seconded and unanimously approved.