

Board of Directors of the Trujillo Trail DWID, SCC Arizona
Meeting Minutes, August 15, 2023 at 5:00 P.M. MTS Time via Zoom



1. **Call to Order & Roll Call:** Meeting called to order at 5:01 p.m. MST. J. Combo, D. Luckadoo, and J. Jenkins were present. J. Jenkins joined at 5:09. Also present were E. Stubbs and M. Flanders.
2. **Approval of Agenda:** J. Combos moved to approve agenda, seconded and unanimously approved.
3. **Approval of Minutes of the May 24, 2023 Meeting:** J. Jenkins moved to approve the minutes, seconded and unanimously approved.
4. **Chair, Board Members, and/or Treasurer and Clerk Reports. Summary of current events.** J. Combos has been in touch with WIFA with regard to updating documents by August 29th and will clarify what will be required. We have a principal and reserve fund of close to \$4,000. We have been paying \$200.00 per month into the reserve fund for several months. We will be having some major expenses as we get closer to beginning the project. J. Combo sent the documents to Chase to open a savings account. There is no internet at the Echo Canyon yard. We have had an internet person, Bob Enyert, out to check it and the bridge was replaced and even though there is a good signal there is still no internet connection. He will be back to get that in order this next week. J. Combo also did some pruning at the Echo Canyon yard and some cleaning at the Trujillo Trail yard. Approximately 5,000 gallons of water was hauled today, and more is being hauled. J. Combo is also calling to get quotes for E&O insurance for the Board. We have been paying on the original loan and now it will be bumped up to the new loan amount. The amount in the reserve fund is between \$2,000 and \$4,000. WIFA pulls the money out after invoicing us. The next invoice will be about \$4,500. We will probably have an expense from the Bond Attorney of about \$10,000. We are getting some costs that were not expected J. Combo has sent the documentation to Chase to set up a savings account. He has also called to get quotes for E&O Insurance.
5. **System Operator Report:** J. Jenkins indicated that J. Combo had covered everything.
6. **Call to the Public:** No public was in attendance.
7. **Discussion and Possible Action regarding timing of steps to advertise, meet for walk-thru, answer questions be ready for response dates, and other actions, including resources for same, regarding bids for the pipeline from 42 ASR to the TT yard.** Everything is moving quickly. Robin Gomez from SEAGO is contacting the 12 firms we gave to her, and everything has been posted to our website. On August 22 the Nogales International will advertise the call for bids, as required and then the 30 day period for bids to come in begins. On September 22nd at 3:00 pm we will open the bids. We then need to have time to go through all the bid packages to make sure they cover everything that is required. Contractors are sometimes in attendance. On September 11th at 10 a.m. there is a mandatory walk through so that anyone putting in a bid can ask any questions they need, so that they can make a knowledgeable bid. Hopefully Alan Converse will be there as well. We don't know how SEAGO participates in the process. The Converse team will have to help with bid leveling. We will get more information as to the process from both Converse and SEAGO. SEAGO will be at the walk-through. There are sheets that bidders need to fill out. Some evaluation is necessary to

make sure that everything submitted covers our requirements. There should be a schedule of values. We will know on the 22nd if we are in the ballpark for our loan amount. E. Stubbs can give us a cash flow analysis with information for E&O Insurance and the hiring of a Treasurer if we don't get a volunteer. If the bids are more than anticipated, we will not proceed with the project. We would then have to start all over. We have a system in place to assure that water is available to the district. J. Jenkins would like to have Bobby DeAngelo involved to assist us to keep us on track. We need his expertise. He is currently approved up to \$500. J. Jenkins made a motion to extend the cost for using Bobby DeAngelo's services to the district to \$1,000. It was seconded and unanimously approved.

8. Discussion and Possible Action regarding a hearing for revised rates & fees to provide support for a new Treasurer and Clerk and E&O insurance for Board Members and TTDWID projects: Tabled until we have more information.

9. Discussion and Possible Action regarding Leak forgiveness policy: Tabled

10. Announcements:

10.A Next Meeting Date: September 22, 2023

10.B Future Agenda Items: Discussion and Possible action of Bid openings. Opening and review of Bids. Discussion and possible action regarding the appointment of new Treasurer, Discussion and Possible Action to find new Clerk/Secretary., Discussion and Possible Action regarding budget for 2023-2024 fiscal year, approval of new accounting and billing firm; New meter reader.

18. Executive Session: None Required.

19. Adjournment: J. Jenkins moved to adjourn the meeting at 6:05, seconded and unanimously approved.