

**Board of Directors of the Trujillo Trail DWID, SCC Arizona  
Meeting Minutes, June 26, 2024 at 5:00 P.M. MTS Time at  
Tubac Community Center Room B5 and 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 in attendance were E. Stubbs and F. Cassidy, M. Flanders, Bobby DeAngelo and other members of the public.
- 2. Approval of Agenda.** J. Combo made a motion to approve the agenda. The motion was seconded and unanimously approved.
- 3. Approval of Minutes of June 6, 2024 Meeting.** J. Combo made a motion to approve the Minutes as amended in Item 8 correct punctuation and Item 13 and Item 9 correct J. Jenkins name. The motion was seconded and unanimously approved.
- 4. Chair, Board Members and/or Treasurer and Clerk Report.** Receipts were received from J. Combo and D. Luckadoo.
- 5. System Operator Report.** As system operator, J. Jenkins, has to submit a report to Arizona Department of Water Resources (ADWR) which summarizes and tracks our water usage. The more important one is the Arizona Department of Environmental Quality (ADEQ) Consumer Confidence Report, which is a summary of the water quality of our system. Because we are a small system, we are fortunate to be part of the MAP system Monitoring Assistance Program through ADEQ to assist us with sampling for a small fee. We test for eColi and coliform every month. Some other tests that ADEQ requires are at various different times. The Report is available from the clerk. PFOs are new items to be tested for. They are forever chemicals. *per and poly floral alco substances*. Firefighting foam is one of the things that they are found in. We have none to extremely minimal in our area. We have had a pretty good run on our maintenance issues. J. Jenkins was thanked for all of his hard work. We will have better tracking of our systems in the coming year.
- 6. Discussion and possible action** regarding construction of pipeline, work performed or to be performed in well yard, budget for same and time. Bobby DeAngelo told us that the piping at the gas crossing was finished today. A representative from our board was on site both days of the process. Pretest vaults are delayed in delivery. An inspector requested that orange safety fencing be installed around the open holes. Everything is on schedule. It should be completed in 3 to 4 weeks. A street sweeper is on site, so the street is being kept cleaner. Bobby will make sure that the connections at both yards are placed correctly. They will coordinate the water haling operation. If necessary, crossing will be plated. Some electric lines and some water lines were uncovered coming up Aliso Springs. Bobby was asked if he has copies of all of the necessary permits. He will be receiving testing results as the line is tested. They may test the whole line, or test in sections. Bobby will check on that. We would like someone from the Board to be present when the testing is done. Pressure gauges will be used when testing and we will be checking to be sure everything is completed properly. They will give us a Week 4 update. Construction on the road should be finished by the 3<sup>rd</sup> week in July, but the work in the yard will take longer. The intent is to turn the water on as soon as the piping is there. The electric is being done now and Bobby will make sure that the wiring will be right where we want it to be. Dan Haught

is working on the tanks, and we don't know when he will be finished. ADEQ will then have to give us there blessing before we can turn the water on. We will have timing updates later in the month when we have a better idea of when the electric and tank work is completed. We appreciate Bobby DeAngelo's work and he has checked in with Robin from SEAGO is scheduling her visits in the next couple of weeks. Bobby will be producing a thumb drive with complete information and will continue to provide updates.

The red pipe at Trujillo Trail yard could be used by the fire department. We also have 2 fire hydrants, one at Guadalupe Lane and almost at the end of Tirso.

**The Board Meeting was suspended for the Budget Public Hearing:**

**7. Public Hearing** regarding water rates and fees to be charged to customers served or to be served by the TTDWID. J. Combo shared the screen to show the proposed budget for 2024/2025 and explained that our budget needs to be submitted to the Santa Cruz County Board of Supervisors annually. E. Stubbs explained that since we are a municipality and not for profit. Expenses drive revenue and the budget is built from the bottom up. We look at previous years expenses to help determine what we will need in the future. Our exception this year we will begin to service the WIFA loan and pay KE&G for the pipeline construction. There will be additional fees for construction necessary at the Trujillo Trail and 42 yards. We expect just one upcoming hookup fee this year. There are another possible 30 parcels that could be built out. With a potential for about \$140,000 income for the District in the future. Petersburg/Armanini is probably the proposed upcoming hookup. There are some potential splits of parcels that could happen in the future.

**There being no further comments on the Annual Budget, J. Combo closed the Public Hearing on the Annual Budget**

**8. Public Hearing** regarding water rates and fees to be charged to customers served or to be served by the TTDWID. J. Combo share the screen to show the proposed rates and fees for the coming fiscal year. We have advise the Board of Supervisors and the Treasurer, as well and also if there are or are not any assessments. This is necessary for when the taxes are sent out from the County. J. Jenkins asked about administrative fees such as transfer or disconnect/reconnect fees. The charges have to be reasonable charge such as an hourly rate. They need to cover the cost of providing the service, not as a general revenue source. It is difficult to predict how long an issue can take to be resolved. There is much involved in transfers with tracking down payments and working with Escrow companies. Our fee is \$150 and that is properly not sufficient.

**There being no further comments on rates and fees, J. Combo closed the Public Hearing on Rates and Fees.**

**The Board Meeting was reconvened:**

**9. Discussion and potential action** to approve water rates and fees to be charged to customers served or to be served by the TTDWID. D. Luckadoo made a motion to approve the rates and fees. It was seconded any unanimously approved.

**10. Discussion and potential action** regarding ADEQ 120 Water project including map adjustments, software to do same, investigation of materials in system lines, lines from same to meter boxes, and lines from meters to homes. 120 Water wants to know what material is in the piping that supplies our customers and from meter to home. They want to be sure it is not made of lead. Where the meter boxes are and what the piping is coming into them and going out. We will be modifying what we have previously done. We have members who have experience with CAD software to get ADEQ the information they need. The list of customers is one

of the items they need. J. Jenkins mentioned that he tests for lead and copper every 3 years and is quite confident that there is no lead in our system.

**11. Announcements.**

11.A Next meeting date: TBD

11.B Future Agenda Items: TBD

**12. Executive Session.** None

**Motion to adjourn Meeting of the Board of Directors.** D. Luckadoo moved to adjourn, the motion was seconded and unanimously approved.

**Special Budget Meeting was called to order:**

1. **Roll Call:** J. Combo, D. Luckadoo and J. Jenkins in attendance
2. **Approval of Agenda:** Agenda approved
3. **Discussion and possible action** regarding adoption of TTDWID's annual budget for fiscal year ending June 30, 2025. We had a discussion and public hearing. J. Jenkins made a motion that the 2024/2025 Budget be approved, seconded and unanimously approved.
4. **Meeting Adjourned.**