

**Board of Directors of the Trujillo Trail DWID, SCC Arizona
Meeting Minutes, June 3, 2025, 7:00 p.m. MST via Zoom**



1, Call to Order & Roll Call. Meeting called to order at 7:03 p.m. MST. J. Combo, D. Luckadoo and J. Jenkins were present. Also present were E. Stubbs and M. Flanders.

2. Approval of Agenda. D. Luckadoo made a motion to approve the agenda, and it was seconded and unanimously approved.

3. Approval of Minutes of February 2, 2025 Meeting. D. Luckadoo made a motion to approve the minutes of the last meeting and it was seconded and unanimously approved.

4. Chair, Board Members, and/or Treasurer and Clerk Reports. At the meeting regarding the transmission lines, it was mentioned that Aliso Springs, west of the pipeline is subject shut down in an emergency situation. There will be a community meeting at Patagonia High School regarding the emergency shut off situation on the 11th of June. At the meeting of the Tubac Fire Board, Guadalupe Lane was mentioned as a danger area during a fire situation because of our ingress and egress being only one way in and one way out. J. Combo has the fittings for the Air admittance valves and has submitted an invoice for \$54 and change. ADEQ has completed their public well testing for PFOS and Santa Cruz County was the worst for PFOS. Our 3 wells were tested and were non-detected for PFOS. Nancy Murphy asked J. Jackson if he could do for a sample for lead which she would pay for. It turned out to be non-detected. In July the system will be retested as a part of the ADEQ requirement for testing every 3 years for lead. J. Jenkins will test at the 5 oldest properties. J. Jenkins will try to use the properties that we couldn't identify whether they had lead piping or not in the sampling.

5. System Operator Report. J. Jenkins has sampled the well at Echo Canyon for coliform & E. coli. there is no E. coli, but it did show coliform, so it is being retested. There are many reasons that it can have a positive result that are unrelated to the quality of the water. When a second sample is taken it should be fine. There has never had an issue in the past.

6. Discussion and possible action for monthly payment on a refund of a prepaid \$5,500 water hookup fee. The parcel was combined into another parcel and the District member has requested a refund which was granted by the Board at our April 27, 2024 meeting. Elias Bender have been paid half of the \$5,500 leaving a balance of \$2,750. They have asked if we could pay them on a monthly basis. A motion made by D. Luckadoo to pay \$100 per month and pay the remaining balance in full when the next hook up fee comes in. The motion was seconded and unanimously approved.,

7. Discussion of projects needed to be undertaken to fix items or maintain items or provide backup to items or be prepared to react to items so the expenditures for some or all of those items are comprehended in the potential budget for the next fiscal year. Our budget consists of routine revenue and expenses and revenue to support capital projects and expenses. The project tab shows what we are projecting over the next several years. We budget \$6,000 for maintenance items, but there are some items that are beyond routine maintenance have been listed. Then there is infrastructure that is also involved. Dan Haught has been contacted to get work needed done but it is not something that he can do alone. The ball valve at the 10,000-gallon tank needs replacing in order to do that the feed from 42 can be isolated or the system may have to be temporarily shut down to accomplish the replacement. E. Stubbs told the board that he felt one of the most important system valves that needs to be replaced is the one that feeds Quail and Mountain View. We need to find a means of isolating that part of the system. The variable is the cost of repairs. Reserves are for unbudgeted expenses. We have a \$50,000 contingency which can be used for capital expenses. High water users should take a larger share of equipment maintenance.

8. Discussion of draft budget rates and fees for the next fiscal year. The Budget and Rates and Fees need to be finalized by the 25 of June. We need to be able to post Tentative Rates and Fees and Tentative budget. The infrastructure fee will be increased to \$70. Tier 4 is being eliminated. The consumption fees have been lowered by \$1 for 0 to 3000 gallons and \$2 for 3100 to 6000 gallons. A correction was made to correct 6100 to 6001. Infrastructure improvements are being made to improve the system for all consumers so all members should pay the same for infrastructures expenses. We may be able to get grant money for our infrastructure. We need to find someone who can write a grant for us for new meter. New meters are essential so that we can track our water use more reliably. J Combo will check with Samantha to see if they can guide us. SEAGO may be able to assist us with the grant process. J. Combo made a motion to approve Tentative Rates and Fees and Tentative Budget with the correction to 6001 and infrastructure to \$70, the motion was seconded and unanimously approved.

9. Discussion of clarification of water policies for example advanced notice of pool filling. Pool owners provide advance notice in order to be sure that the system will not be impacted. We have water to sell now, so we may consider who to deal with purchased water. The \$45 meter reread fee is charged if there is a question on the meter reading. It will not be charged if customer is correct.

There is a disparity between what is shown on the balance sheet and what WIFA shows we owe because of the portion of the loan that was forgiven. WIFA has not revised the loan amount to the actual draw. We are repaying 330,000 and not the \$700,000, which will be adjusted to the actual draw. We can do a Journal entry to show the number that remains after the forgiveness. The debt is reduced every month from the amount remaining. We do not have the final reduction number at this time.

We need to have Daniel to do some welding for us.

10. Call To the Public: None present

11. Announcements.

6.A Next meeting date: June 24, 2025 at 4:00 p.m.

6.B Future Agenda Items: Budget and projects

7. Executive Session. None

8. Adjournment: Motion to adjourn made by J. Combo, seconded and unanimously approved at 8:10