



VILLA GRANDE

Domestic Water Improvement District

Note: All meeting minutes are posted for informational purposes only. The board of directors does not ratify meeting minutes until the next scheduled board meeting.

Minutes

March 15, 2023 • Regular Meeting

Call to Order: Allen Grant called the meeting to order at 7:01 pm.

Directors Roll Call: Present were Cauly Washburn, Ray Roerdink, and Allen Grant. Terry Eickstaedt and Bernie Vargas were absent.

Discussion/Action Minutes: Minutes from the Regular Meeting held on 2/8/23. A motion was made by Cauly Washburn to approve and ratify the minutes for the Regular Meeting Minutes held on 2/8/23 as written and seconded Ray Roerdink. Vote unanimous 3-0. Motion carried.

Call to the audience: None present to address the board.

Discussion/Action: ADEQ/Nitrate Treatment. Joni Roerdink heard back from Linda Taunt about the WIIN Grant. She stated the EPA has not released any information on the next installation of the WIIN Grants (now called SUDC – Small, Underserved Disadvantaged Communities - “sud-see”). She mentioned they anticipate the deadline to apply will be this summer but there’s been no notice of allocation or application deadlines.

Joni Roerdink had a telephone conference with Andrew Sandoval with RWAA. Joni Roerdink told him at this time we were going to move forward with starting with the general contractor as long as they were aware that all the funding is not in place, and they agreed. Joni also stated that VGDWID would be applying for a loan while waiting for the grant information. He asked when our last Rate Study or Rate Analysis was completed. Joni said we hadn’t done one since she had started. He had asked how we had established our rates. Joni stated that the annual budgets were based upon expenses and upcoming projects and adjusted according to those expenses and projects. He said he would email her information to gather, and he would help with the rate study. There is no charge for a rate study. An actual analysis would be charged for, but the study would not. In some cases, the study or analysis would be required for grant applications. Joni is trying to get to it as quickly as she can.

Joni also spoke with Tamara DeLeon. Tamara sent Joni a link for a webinar to attend but it was last minute, so Joni was only able to attend the Q&A portion. She registered for the following day’s webinar but never received the link to attend. Tamara sent Joni links to access the application for Senator Mark Kelley’s grant application. Joni was told the first application date closed 3/14/23. She tried to login on 3/6/23 and the application period was already closed on 3/6/23. She is currently working to get the information for Senator Kyrsten Sinema’s grant application form but hasn’t received it yet. Tamara DeLeon recommended applying for both grants.

Joni also spoke with Samantha Lemke, project specialist with WIFA, about the loan application. The application process is a very long process. Samantha mentioned that Joni could cut and paste information from the last application. Some permitting dates would probably have to be changed. WestLand Resources can probably help with the information. Samantha sent an email with the dates the application has to be submitted by as well as the Debt Resolution. Joni is currently working on those. Joni had asked Samantha if we received grant money if we could withdraw the application and she said yes. Samantha stated the annual loan payment we would be responsible for would be right around \$9,700.00. That would cover both the loan payment and the debt service required by WIFA.

Joni also spoke with Jason DeCarlo at Ellison Mills regarding starting the project. He agreed they would work with us so we can get started. We need to sign the contract and attach a statement stating that we are applying for additional funding and when we anticipate receiving additional funds. Joni didn't realize that she didn't have an actual copy of the contract that was sent to bidders. All she had was a copy of the bid schedule. She had emailed WestLand for a copy of the contract. She hadn't received it before the meeting.

Discussion/Action: Well #1. No issues with Well #1.

Discussion/Action: Well #2. No issues with Well #2. No issues with the booster pumps.

Discussion/Action: Generator Maintenance Update. Terry Eickstaedt stated the generator had 516.7 hours on it. The fuel level is just below full. The fuel pump needs to be replaced. Terry has had to manually pump the fuel pump to get it to run. The new fuel pump will be installed on 3/16/23. He also stated the oil would need to be changed in a couple of months.

Discussion/Action: Managers Report. Joni Roerdink reported the following:

- Water bills were sent out on 3/3/23. Final notices were sent on 3/4/23.
- Disconnects were scheduled for 3/14/23. Past Due Amount: \$ 1,480.98 with 26 past due customers.
- We had no disconnects in February.
- Joni is also still working on finding additional funding for the shortage for the Nitrate Treatment project whether it be in the form grants for another loan.
- Joni finally received the final copy of the Financials for FY 2022. The annual report was also submitted to Pinal County timely.

Discussion/Action: Equipment & Site Report/Lab Tests.

- Coliform sample came back absent.
- The lead and copper sample bottles have been ordered.

Discussion/Action: Meters/Installations/Reinstallations/Leaks/Repairs.

- We had no leaks for February.
- One meter was installed on Mustang for a new service line.

Discussion/Action: Approve and Ratify Expenditures & Purchases. The Board reviewed the Expenditures and Purchases as submitted for February 2023. Cauy Washburn made a motion to approve and ratify the expenditures and purchases as written. Ray seconded the motion. Vote unanimous 3-0. Motion carried.

At 7:18 pm Ray Roerdink made a motion for the Board of Directors to move into Executive Session to discuss a private matter. Caury Washburn seconded the motion. Vote unanimous 3-0. Motion carried.

The Board moved into Executive Session at 7:18 pm.

Executive Session ended at 7:48 pm.

Adjournment: The Agenda being completed; Allen Grant adjourned the meeting at 7:48 pm.

Date: _____

Bernie Vargas

Ray Roerdink

Terry Eickstaedt

Allen Grant

Caury Washburn