

**Blue Ridge Domestic Water Improvement District (BRDWID)**  
**Minutes of the Board of Directors Open Public Meeting**  
**June 20, 2024 at 9:00 A.M.**  
**Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ 86024**

**ZOOM Link:**

<https://zoom.us/j/91046706113?pwd=3Da8DjhkK4BgCFFR3m0pow2dOBB0C5.1>

**Call-in number:** 669 444 9171

Meeting ID: 910 4670 6113

Passcode: 947167

**1. Call to Order**

Vice-Chairman Mike Bourne called the Blue Ridge Domestic Water Improvement District (BRDWID) meeting to order at 9:01 am.

**Board Member Roll Call:** Mike Bourne was present, Brian Willia and John Ritter attended via Zoom. Tom Osterday was absent, Casey Samsill resigned prior to this meeting.

**Quorum:** Mike Bourne declared that 3 board members were present and that constituted a quorum to conduct business.

**2. Pledge of Allegiance**

**3. Accept Agenda as Presented**

John Ritter made motion to accept the Agenda as presented. Seconded by: Brian Willia.

The motion was passed by: John Ritter, Mike Bourne and Brian Willia.

**4. Call to the Public**

None

**5. General Manager's Report**

Mike Bourne (acting GM) presented his report which will be posted on the BRDWID website.

There are currently some reporting issues with the State, these are being resolved. The State is allowing us a little more time to complete the reports.

There were 11 work orders open last month and most have been closed. A water leak on Apache Dr. is waiting support from TDS so their pedestal can be reset and the pipe under it repaired.

**6. Consent Agenda Items**

Brian Willia made a motion to approve the draft minutes of the May 16, 2024 Regular Board meeting. John Ritter seconded the motion.

Brian Willia, Mike Bourne and John Ritter approved the motion.

**7. Regular Agenda Items**

**A. Board Member Appointment**

With the resignation of Casey Samsill there was a vacancy on the District Board. A few district members expressed interest, but after detailed discussion with each only Dan Goodwin continued to express interest in being a Board member.

Brian Willia made a motion to appoint Dan Goodwin to the Blue Ridge Domestic Water Improvement Board as a member at large. John Ritter seconded the motion.

The motion was passed by: John Ritter, Mike Bourne and Brian Willia.

### **Congratulations to Dan Goodwin and welcome to the Board**

#### **B. Arizona Special Districts**

Mike Bourne explained what the AZ Special Districts Alliance (AZSDA) was and how our district could benefit from being part of the organization. Currently the dues are \$100 per year.

Mike Bourne mentioned that the board was looking into moving our accounts from Chase Bank to be under Coconino County. This would reduce bank fees and be more in-line with other Special Districts within the county.

Brian Willia made a motion that BRDWID join the AZSDA. John Ritter seconded the motion.

The motion was passed by: John Ritter, Mike Bourne, Brian Willia and Dan Goodwin.

#### **C. HB2160**

This is a new law passed in Arizona to require more oversight and financial review of Special Districts. The current Board agrees that oversight is important and a formal is already in our budget .

#### **D. WIFA Restated Repayment Schedule**

Mike Bourne explained that the District has not received a formal restatement yet and we already know we have an interest only payment due on July 1, 2024. The money has been set aside and is ready for transfer once we receive the formal notice.

#### **E. Infrastructure Committee Update**

Mike Bourne summarized the first meeting where Mike Bourne was selected as Chair and John Ritter was selected as Clerk. A preliminary list of projects has been provided and will be reviewed and prioritized at a future committee meeting.

The next meeting of the Committee will be a system walk through so all the committee members can look at all the system parts which are above ground. The walk through will start at the Starlight Pines well site, 2297 Starlight Dr at 8 am July 12, the public is welcome to attend.

#### **F. Water Supply Development Fund Application Update**

John Ritter reported that the application had been filled out and was with WIFA for their review and scoring. It appears that our District does not qualify for Grant money, but could qualify for a low interest loan. At this time the District does not want to incur any more debt. We informed WIFA that we were interested only in Grant money and if their selection criteria changed we would be happy to provide assistance with getting a Grant.

#### **G. Other Grant Opportunities**

At this time we are looking for any Grant money available to a District. The USDA does provide very low interest loans 1% is the current rate. Unfortunately they also require at least a 10% buy-in which is very good, but we do not want any more debt.

**H. Financial Report**

Brian Willia read through the financial reports which will be posted on the website. Overall the reporting is getting better and reports are more useful.

**8 Announcements**

A The next meeting will be July 18, 2024 at 9:00 am at the Starlight Pines Community center and via Zoom

**B Agenda item**

Infrastructure Committee report out  
WIFA Grant update

**9 Adjournment**

Mike Bourne made a motion to adjourn the meeting at 9:40 am Brian Willia seconded.

Brian Willia, Mike Bourne, John Ritter and Dan Goodwin approved the motion.

**John Ritter**

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John Ritter Board Secretary and Clerk  
Blue Ridge Domestic Water Improvement District

Prepared on: June 22, 2024

Tom Osterday Board Chairperson  
Blue Ridge Domestic Water Improvement District

Board Approved on: July 18, 2024