

BLUE RIDGE DOMESTIC WATER IMPROVEMENT DISTRICT

Board meeting minutes

April 17, 2025 beginning at 9:00 a.m. at the Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ.

- 1. Call to order and roll call. 9:04 AM** Present Tom Osterday, Mike Bourne and Dan Goodwin
Present on Voom Steve Cannon and Harry Markley. Tom declared a quorum.
- 2. Pledge of Allegiance**
- 3. Accept Agenda as Presented** Motion to accept Mike Bourne Seconded by Dan Goodwin vote :
unanimous
- 4. Call to the Public for Items not on the Agenda.** Members of the public may address the Board regarding items not on the Agenda. The Board may not discuss items not listed on the Agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on Agenda Items when the Board addresses those items.) **Comments must be limited to no more than 3 minutes.** The Chairperson for the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.
- 5. General Manager's report –Mike Bourne**
 - Interviewed District Mgr. Candidate.
 - Fever Controls SCADA well monitoring quote \$12,500.
 - Updated ADEQ ownership info.
 - Met with AZ Utility Billing Solutions Re: transition from SUM to AUBS.
 - o AUBS recommends new bank accounts.
 - o National Bank electronic payment options available.
 - o Intuity online portal available.
 - o AUBS provided list of data needed from Sum to be imported.
 - 18 work orders
 - Determined the cause of late vendor payments.
 - Created draft of FY 2025 – 26 budget plan
 - See report for more info
- 6. Consent Agenda Items.** The Board may act on the items listed below by one motion and approve all consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting.
 1. Approval pending of Draft minutes March 27, 2025 Regular Board Meeting
 2. Dan and Mike to discuss adjusting meeting minutes.
- 7. Regular Agenda Items.** The Board may discuss, consider and act on these matters separately.
 - A. Chairman's Report – Tom Osterday
 - Infrastructure, Budget and Ruled & Regulations committees are operational.

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- Harry Markley and Ken Terrell volunteered to work with the webmaster to upgrade IT.
- Tom is arranging for water rights adjudication expert speaker.
- Tom will participate in Resiliency Workshop Re: Little Colorado Plateau Aquifer.
 - a. WIFA Update none
- B. Infrastructure Committee Update – Mike Bourne
 - a. Electronic Meters and Installation awaiting funding
- C. Financial Reports _ Steve Cannon See report
- D. Transitioning of Billing Services Provider - Steve Cannon & Mike Bourne Refer to General Managers report.
- E. Budget Committee Update – Steve Cannon 4/17 meeting to be rescheduled
- F. Information storage and archiving strategy; email; and calendaring – Harry Markley meeting to be scheduled
- G. Rules & Regulations Committee Update – Harry Markley meeting to be scheduled

8. Announcements

- A. Future meeting dates: May 15, 2025
- B. Future Board meeting agenda items. To be determined

9. Adjournment. Motion to adjourn Mike Bourne Seconded by Dan Goodwin Vote Unanimous.

Blue Ridge Domestic Water Improvement District

Tom Osterday
Board Chair

Dated: April 19, 2025

Posted at: [time] 4:00 p.m.

Persons with a disability may request a reasonable accommodation by contacting Tom Osterday at 602-321-7088. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by virtual conference connection.