

# **BLUE RIDGE DOMESTIC WATER IMPROVEMENT DISTRICT**

## **Minutes of the Regular Board of Directors Open Public Meeting**

**August 21, 2025 beginning at 9:00 a.m.**

**Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ.**

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

Meeting ID: 910 5907 5240

Passcode: 747288

### **AGENDA**

#### **August 21, 2025**

- 1. Pre-meeting: Presentation by Rodney Held of SRP on Stream Adjudication.** Can be viewed on the WEB Site.
- 2. Call to order and roll call. 9:38 AM** Dan Goodwin, Steve Cannon, Mike Bourne and Tom Osterday present. A quorum to do business is declared by Dan Goodwin.
- 3. Pledge of Allegiance**
- 4. Accept Agenda as Modified to include item 8 A c.** Motion to approve: Steve Cannon Seconded by: Dan Goodwin Approved by Unanimous vote,
- 5. Call to the Public for Items not on the Agenda.** None.
- 6. General Manager's report –Mike Bourne**
  - A. Billing services migration  
"E:\Water company\Board Meetings 2025\District Manager report 20250821.pdf"
- 7. Consent Agenda Items.** Motion to Approve: Mike Bourne Seconded by: Steve Cannon Approved by Unanimous vote
  - A. Approve Draft minutes:
    1. July 17, 2025 Regular Board Meeting, including executive session
- 8. Regular Agenda Items.** The Board may discuss, consider and act on these matters separately.
  - A. Infrastructure Committee Update – Mike Bourne
    - a. WIFA Loan for Electronic Meters Update The loan has been approved!!
    - b. Pine Canyon Well Maintenance Is in progress and will be completed soon.
    - c. Discuss change in Banking to National Bank of Arizona: Resolution signed by: Tom Osterday, Mike Bourne, Steve Cannon and Dan Goodwin
  - B. Rules & Regulations Committee Update – Harry Markley
    - a. Discuss the process to have property owners sign.

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- C. Ad hoc Technology Working Group Update - Information storage and archiving strategy; email; calendaring; and virtual meetings – Harry Markley
  - a. Discuss deployment plan for the chosen suite of tools. No report, discussion deferred.
- D. District Manager candidate recruitment – Mike Bourne and Harry Markley Search is under way with possibly a well-qualified candidate.
- E. Insurance and CPA RFPs update – Dan Goodwin Three agencies have been contacted with quotes in progress.
- F. Treasurer’s Reports \_ Steve Cannon  
"E:\Water company\Board Meetings 2025\2025.07.31 - BRD - Balance Sheet.pdf"  
"E:\Water company\Board Meetings 2025\2025.07.31 - BRD - Profit and Loss.pdf"
- G. Chairman’s Report – Tom Osterday Agreement with Arizona Utility Billing Solutions signed by Tom Osterday.  
"E:\Water company\Board Meetings 2025\BRDWID Chairman's Report 8-21-25.docx"

**9. Announcements**

- A. Future meeting dates: September 18, 2025
- B. Future Board meeting agenda items.

**10. Adjournment.** Motion: Steve Cannon seconded by: Dan Goodwin Approved by Unanimous vote

**Blue Ridge Domestic Water Improvement District**

Dan Goodwin  
Board Clerk

Dated: August 22, 2025

Posted at: [time] 3:25 PM

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.