

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.