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BOARD: RALPH SPURGIN, Chairman
RICK NELSON, Secretary
COREY GARRISON, Treasurer
KEITH PEIRCE
BILL VICTOR
STAFF: ERICA BOYLE, Clerk
JEFF FRAZEY, Superintendent

NOTICE AND AGENDA OF MEETING OF THE TONTO HILLS DOMESTIC WATER IMPROVEMENT DISTRICT

Pursuant to A.R.S. §38-431.02, notice is hereby given that the Tonto Hills Domestic Water Improvement District will hold a public meeting at the following time and location:

Time: **November 24, 2018, 9:00 AM**
Location: **Christ the Lord Lutheran Church**
9205 E Cave Creek Road
Cave Creek, Arizona 85377

The District Board may vote to go into Executive Session to discuss certain matters. **Persons with a disability may request a reasonable accommodation to attend by contacting the Board at the addresses shown in the letterhead or by calling Erica Boyle at (480) 595-0128. Requests should be made as early as possible to arrange the accommodation.**

AGENDA

1. **Call to Order**
 - A. Introduction, Opening Comments, and Chairman's report.
2. **Roll Call**
3. **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 those items are addressed by the Board.)
4. **Consent Agenda Items:** The Board may act on the items listed below by one motion and approve all consent agenda items by one 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.
 - A. Acceptance of meeting Agenda
 - B. Acceptance of Minutes of previous meeting(s)
5. **Regular Agenda Items:** The Board will discuss, consider, and possibly act on these matters separately.
 - A. Operations
 - Operations update – Frazey
 - Replace standpipe handle
 - Replace lot 190 meter
 - Replace meters with more than 1.2MM gallons throughput.
 - Replace service lines for lots 67 and 99
 - Replace valves 10 and 25
 - Install protective collars for valves 8.26.29.29A,29B, and 33
 - Update on permit need for valve 33
 - Install storage shed
 - Tank road grading
 - Marking valves before chip sealing
 - Other
 - Incidents and incident logs



B. Financials

- 2019 Budget
- Review monthly and YTD P&L and balance sheet – Garrison
- Review delinquencies – Spurgin
- Review water use and graphs – Spurgin
- Confirm Mr. Peirce on line access to read B of I statements – Garrison
- Discuss City of Scottsdale proposal regarding rates/banked water – Spurgin
- Confirm Erica set up with Paychex-Garrison

C. Administration

- Policy and Procedures revisions, including appendices – Garrison/Nelson/Victor
- New Resident package delivery - Spurgin
- THWID THIA dues – Spurgin
- Leak detection company list update-Spurgin/Nelson
- Web site renewal with HOA Express-Garrison

D. Water Quality

- Sampling results – Frazey
- Disinfection By-Products sampling round (oversight) –Frazey
- DWAR 32/33 reports to ADEQ and Legend Technical Services reporting change -Frazey

F. Board Action Calendar – December

• Approve budget	Board	December
• Exercise valves and standpipes	Superintendent	December
• Send Freeze Notice Letter	Secretary	December
• Renew Transaction Privilege Tax Exemption	Treasurer	December
• Prepare aged DWID assessment delinquency report	Treasurer	December
• Make semi-annual payment to WIFA	Treasurer	December
• Elect Board officers	Board	December
• <u>Transfer “unused” CAP allocation to RWCD using COS data (call COS)</u>	<u>Superintendent</u>	

6. Announcements

- A. Future meeting dates
- B. Future Board agenda items

7. **Executive Session:** The board may vote to go into executive session regarding any of the agenda items or items listed below, pursuant to A.R.S. §38-431.03(A)(1), §38-431.03(A)(2), §38-431.03(A)(3) and §38-431.03(A)(4). Notice is hereby given to the Board of Supervisors and the general public that the Board may vote to go into Executive Session, which will not be open to the public, for the purpose of discussion of personnel matters, discussion or consideration of records exempt by law from public inspection, for obtaining legal advice from its attorney(s), or for discussion or consultation with its attorney(s) in order to consider its position and instruct its attorney(s) regarding pending or contemplated litigation.

Executive Session Items: None scheduled.

8. Adjournment

Dated this 19th day of November 2018.
 TONTO HILLS DOMESTIC WATER IMPROVEMENT DISTRICT

Erica Boyle, District Clerk