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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: **December 22, 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
 - Decide the need to replace lot 190 meter
 - Update on lot 61meter replacement
 - Replace remaining four meters with more than 1.2MM gallons throughput.
 - Decide the need for replacing service lines for lots 67 and 99
 - Replace valves 10 and 25
 - Update on Maricopa County protective collars issue
 - Install storage shed
 - Update on the tank road grading
 - Update on rip rap installation at the house above the tank-Nelson
 - Replace lot 170 curb stop



- Update on low intake flow from COS
- Other
- Incidents and incident logs – Frazey
- Exercise valves and standpipes – Frazey

B. Financials

- Approve 2019 Budget – All
- Discuss capitalization – Spurgin/Garrison
- Review monthly and YTD P&L and balance sheet – Garrison
- Review delinquencies including assessment delinquencies – Spurgin
- Review water use and graphs – Spurgin
- Discuss City of Scottsdale proposal regarding rates/banked water – Spurgin
- Make semi-annual payment to WIFA – Garrison
- Transfer unused Cap allocation to RWCD using COS data (call COS) – Frazey

C. Administration

- Deliver New Resident packages – Spurgin
- Discuss THWID THIA dues – Spurgin
- Update Board Action Calendar – Spurgin
- Update Leak Detection list – Nelson
- Send Freeze Notice Letter – Nelson
- Renew Transaction Privilege Tax Exemption – Garrison
- Elect 2019 Board Officers
- Discuss DWID ten year anniversary celebration – All

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 – January

● Prepare year to date P&L to budget comparisons	Treasurer	Quarterly (J,A,J,O)
● Review bank statements and payable invoices	Ops Review Comm.	Quarterly (J,A,J,O)
● Draft prior year's accomplishments listing	Chairman	January
● Send approved budget to the County Clerk	Chairman	January
● Send high user letters	Nelson	January
● Reconcile Desert Inet payments vs. APS invoices	Treasurer	January
● Review and update website	Secretary	January
● <u>Update by street the member emergency notification list</u>	<u>Superintendent</u>	<u>January</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.

8. Adjournment

Dated this 14th day of December 2018.

TONTO HILLS DOMESTIC WATER IMPROVEMENT DISTRICT

Erica Boyle

Erica Boyle, District Clerk