

Papago Butte Domestic Water Improvement District
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Regular Meeting Minutes
June 11, 2024

PURSUANT TO A.R.S. 38-431, Notice was given to the public that the Papago Butte Domestic Water Improvement District Board held a Public Hearing to discuss the 2024-2025 Tentative Budget and Regular Meetings on **June 11, 2024**, at **49578 W. Papago Rd**, Maricopa, AZ at **5:30p.m.** PURSUANT TO A.R.S. 38-431.02, Notice is hereby given, that the public will have physical access to the meeting room at 5:25p.m. Pursuant to A.R.S. 38-431.03(A)(3) The Board may go to Executive Session for purposes of obtaining legal advice from their Attorney(s) on any of the agenda items.

I. Agenda

- A. Call to order at 5:32 p.m. by Lois Blakesley
- B. Roll Call: Jane Mead, Lois Blakesley, Larry Hart, Matthew Williford and William (Bill) Collings and Sara Carroll were present in person.
- C. Approve Board Minutes: Board did not approve minutes due to the office manager being out ill. Minutes will be reviewed by the board on next regular board meeting 7/11/24.
- D. Call to Public: None attended the Public Hearing nor the Regular Meeting

II. Regular Business Before the Board:

1. **Financial Report:** Board did not go over the financial report due to the office manager being out ill and report not being present for review. Bill informed he thought he had printed them but realized he did not. Larry inquired on where the financial report was and why there were no checks to sign. Bill informed that since office manager was out, she would reach out to the board when these were available. Jane states there are only two checks available and does not see any other for board to sign. Larry expressed concern on regular monthly district payments being made on time. Lois inquired on pending signatures at First Interstate Bank. Bill informed all signatures are in and payment pending can now be deposited to the Construction account. Lois asked why there was no call to the public. Call to the public announcement was made and no public response took place. The board then allowed guest speaker and public attendee Sara Carroll from AZ Special Districts to present the Resolution for Membership Services between Arizona Special Districts Alliance. Sara informed she had already mentioned this alliance where Special Districts can be assisted with any legislative information and trainings. Larry asked if Cole Karr is still a part of this alliance. Sara informed that her and Cole have been working with ED3 to work with their districts and provide assistance with training, etc. Sara informs that this alliance is growing and assisting 13 other districts. Working with Coconino, Gila and Pinal counties. Lois inquired about the Grant assisting this alliance and Sara informed she recently came back from Washington where she investigated grants to further assist districts in need. The 1st year fee is \$100.00, for the annual membership. This membership is strictly for Arizona districts. Sara hopes she can get a minimum of 40 districts that will join this alliance. The grant accessibility act allows districts to be recognized by U.S Census. Bill informed this is an excellent idea for all districts. Larry inquired how we can be eligible to receive grants at a national level and Sara informed this is possible through grant writers and her alliance is strictly for Arizona.. Larry asked if there are grant services out there? Sara informed there are many out there, but they are not free. Sara informs that this resource may be available in the future; however, on the state level this alliance is on board with most grants out there. Sara informed she sent a link to the board for them to check out the alliance website. Lois expressed interest and requested this item placed on the next regular board meeting agenda in July, to be approved.
2. **Manager Report:** Office Mgr. provided the manager's report for the board to review. Larry pulled the manager report and read item C informing that the petition forms for potential candidates are due, and that

the office manager has sent emails to any board member pending a renewal of term. Lois, Jane and Larry discussed this and acknowledged seeing an email recently related to this subject.

3. **Engineer Report:** District Engineer, William Collings provided report for board to review. Lois informed she read the report prior to the meeting. Bill informed him and Lois attended the initial construction meeting with Hylan West on 5/22/24. On item B, Bill informed Angie's fence is still too far into the right of way. Lois informed she did not think this was the case. Bill informed he is surprised there was no damage since the fence is into right of way on west side. Bill pulled a map out to show the board where the fence was and how this shows that the property that Angie sold, the fence is 13 feet into the right of way. If there is ever a need, we will not be able to go into the property due to the fence being in the way. Larry asked if the road is on the center of the easement and Bill showed Larry on map where easement runs through. Two separate conversations took place regarding the location of this water main and what needs to be done to be able to begin construction in this area. Lois informs that the new owner of this property needs to be aware that he needs to work with the district to have access to the water main. The board agreed that District Attorney Steve should be involved with this matter to address this issue and Bill will reach out to him. Bill continued to read his report where he left off on item C. The board asked about the new meters and Matt informed these are easy to read.

4. **Field Office Manager Report:** Field Ops. Mgr. Matthew Williford provided a report for the board to review. Matt read his report and on the second item related to the bee issue the board asked if there are still bees and where at? Matt informed they are over at the old well and once date is set up this will be cared for. Lois asked if the leak on last item the district and Matt informed that this was irrigation. Lois informed that irrigation needs to be assisted with Grants to maintain. Lois asked if irrigation needs to pay for his leak and Bill informed that Angie was aware of the situation but has not said anything. Jane states that her husband wants to know if for outside water use and if system goes down, there is a way to go from domestic to irrigation. Matt informed there is a way to do so and there are companies that can do that such as Brutinel. Matt states he can investigate what companies do this. Larry explained to Jane on what to do so that her irrigation water did not back up. Lois and Matt informed that Angie has been doing well with cleaning all of the laterals. Lois asked Matt to check on gate of lateral #2. Lois informed if anyone needs any signatures, we can send to her via Docu Sign.

III. Executive Session: Executive Session did not take place.

IV. New Business:

1. Discuss/**Approve**/ Deny: 2024/2025 Fiscal Yr. Final Budget. The board approved and signed the final budget. Jane motioned to approve, Larry seconded; all in favor, motion carried.

V. Adjournment: Adjournment at 6:24 p.m. Lois motioned, Jane seconded, all in favor; motioned carried.

Reviewed by _____ **Date:** _____