

TRANQUILLO PINES MUTUAL DOMESTIC WATER CONSUMER ASSOCIATION
10 BOBOLINK LANE
TIJERAS, NM 87059
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Minutes of the Board of Directors meeting held November 20, 2025, at 6 pm located at the First Baptist Church in Tijeras, NM

Meeting called to order at 6:03 pm by Board President Gary Ashcraft

Board members present: Board President Gary Ashcraft, Manager and Board member Carl Walker, Board member Chuck Davidson, Board Vice President Richard Rondeau

Board members absent: Board member Harvey Peel

13 members present including the four Board members

October Board meeting minutes were read by Vice President Richard Rondeau and approved by all in favor

Bank Reconciliation Sep 30, 2025

October total revenue is \$52.40k, compared to previous months average of \$47.20k

Expenses were \$30.3k, compared to previous months average of \$44.6k

September closing balance on account 2310 was \$30.2k and October closing balance was \$52.1k

Past due accounts have increased to \$13.9k with 16 members in arrears more than 60 days

Water haul is down to \$6.9k, compared to previous months average of \$24.3k.

Contractor repairs are \$3.0k compared to previous months average of \$4.7k

Parts and equipment are \$5.4k compared to previous months average of \$1.9k

For the month our Net Income is \$20.8k.

Manager's Report

Maintenance and repairs

October 20- found and repaired leak at 53 Peacock

October 21- fill in holes at 53 Peacock. Haul off old asphalt

October 22- Review PER with Horrocks, status and alternatives

October 23- pour concrete around valve head on Peacock and Big Dipper

October 24- working on Website compliance with ADA

October 27- pour concrete around valve head at hairpin curve on Peacock

October 28- turn off meter for winter Baca acct 196

Reset water hauling fees from 150% to 100% of water charges

October 31- leak detection reading meters, member filled water storage tank 2800 gallons

Stack rocks at 53 Peacock

November 5- Solus reading wands rebuild batteries

November 10- read meters, found slow leak at 13 Armin acct 182 contact owner

Asphalt laid down at repair work on Peacock

November 11- found leak at 13 Armin, toilet flapper

Acct 079 needs water back on, niece staying there

Meet with Accountant about taxes, file 2024 Federal Taxes

November 12- tank levels down and didn't recover through the night. Gary, Rush, Guy and I run the

system looking for leaks and reading meters. Found high use at acct 155, outside hydrant left on 6000 gallons lost.

Gary purchased spare Solus wand on eBay. We used 2 wands to read meters, work well saved time

November 13- print and mail billing cards

Meet with US Eagle Business accounts discuss advantages of business account and check scanner at office for deposits

November 17- treat well 9 for iron oxide clean out, well offline

November 18- finish well 9 and put back online.

Turn off acct 197, proceed with recalling membership

November 19- compliance BacT sample taken and delivered to lab. Flat tire on work truck, Cedar Crest tire repair. Guy's day off.

Tank Maintenance and Levels

Overall water hauling is down, evaluating need week by week.

Pump Log

Well depths were read 11/2/2025

Go to web site for details tpwuc.net Forms and Reports

Well 9 treated for iron oxide buildup.

Accounts in Arrears

As of November 20th 20 members are in arrears for a total of \$16K

13 disconnect have been sent out and one disconnection performed (acct 197)

Reports of Officers and Committees

Tank 3 instrumentation is providing the best analysis tool we have for monitoring system performance.

Some notable examples this month are identifying a 6000 gallon drop due to leaving a garden hose on overnight, a member filling a 2800 gallon storage tank for potable use, increased water usage 24 hours after cessation of water hauling announcement. In each of these instances the operations team had to respond assuming there was a leak in the system which costs a lot of volunteer hours and is not sustainable. A plea from the board ... please alert the office if there is any out of the ordinary water use on your behalf.

We are coordinating with BCFD to test and record hydrant flow rates. This is useful for the FD as well as providing data for the PER.

Unfinished Business

Still looking for Operator/Manager in training

PER is in progress with Horrocks Engineering, adjusted delivery date December 31. Horrocks/SWEFC/UNM submitted Fluoride AO Corrective Action Plan was submitted to NMED.

Water Trust Board funding application next step is the "Readiness to Proceed" review. The association BOD will attend training on December 8th to find out more about what is required. In general a compliance review check and matching funds confirmation will be required by January 22, 2026

Tap accounting assistance was approved by NMFA for a 3-month engagement to provide accounting assistance to help the association prepare for an audit.

The association is looking for a Level 2 Water Operator to stay in compliance with Drinking Water Bureau. This is a requirement for all public water systems regardless of organizational status. Gary is writing a job description specifically for our association.

New Business

Carl Walker resigned as a director of the association to focus full time on water manager responsibilities. Rob Salazar was nominated and unanimously voted in by the board to fill Carl's position until the AGM in May.

The board held officer elections and all were unanimously in favor of Gary Ashcraft serving as President, Richard Rondeau serving as Vice President and Secretary, and Rob Salazar serving as Treasurer.

The first draft of a 2026 Operating budget was presented and unanimously approved.

RCAC will do an independent rate analysis for the boards consideration as part of the fluoride AO and Action Plan submitted to NMED.

The association now has many agencies to answer to all with different compliance requirements. A compliance calendar for the year will help make sure we don't miss any of these dates and fall out of compliance at a time when we are trying to secure funding for system improvements.

The board voted unanimously to upgrade our account at the credit union to a small business account from a non-profit account. The \$25 uplift over what we are currently paying will be offset by more efficiently processing payments.

The BOD approved giving account signing authority to all officers of the board (Gary Ashcraft, Richard Rondeau, Rob Salazar) and the system manager (Carl Walker).

Discussion from Membership

Suggestion to look at additional payment plan options for those having difficulty keeping up with payments

Invite USGS to present finding on well testing

Put note on bottom of billing card about self reporting excessive usage

Meeting adjourned at 8:10 pm

Transfers: none