



Terrace Lakes Water Company

A Member Owned Non-Profit Corporation

REGULAR MEETING MINUTES

Meeting Date: August 13, 2025, 5:30 PM

Meeting Place: 776 Riverside Drive, Eagle, ID

I. Call to Order

The regular meeting was called to order at 5:28PM by Board President Rolly Woolsey

Members Present: Woolsey, Myers, Cordova, McFaddan

Members Absent: None

Also in Attendance: Terry Tucker

II. Approve Minutes

1. 7/06/2025 Meeting Minutes

A motion was made by Myers and seconded by McFaddan to approve the meeting minutes of 7/06/25. After a unanimous affirmative voice vote the motion CARRIED

III. Agenda Items

1. ECWAG Grant Progress Update

- Approve Merrick Invoice -10202063 Well #7 Project

A motion was made by McFaddan and seconded by Myers to approve Merrick Invoice 10202063 for payment.

After a unanimous affirmative voice vote, the motion CARRIED.

- Update on Project Progression

Cordova informed the Board that she and Tucker attended the pre-construction meeting for the Well #7 project last week. It was very regulatory and not a lot of new information. One of the things that came up was approval of pay requests. Desert View will submit their pay requests monthly around the first of the month. Since our meetings have tended to be sporadic due to rescheduling, Cordova stated it would be good to authorize Board President Woolsey to sign the Project Pay requests so the contractor is not held up. In addition, there are documents and contracts that need to be reviewed by an attorney representing the Water Company. Cordova noted that Dave Larsen of Larsen Law has reviewed the last documents. The Board concurred with Larsen Law reviewing contractual documents on behalf of Terrace Lakes Water Company.

- Authorize Board President Woolsey to sign Project Pay Requests
McFaddan suggested that the Board is emailed a copy of the submitted pay requests from the contractor and pay approval can be given via email. And, if there was no concurrence by the Board via email within 48 hours, the pay request will be considered approved and ready for Woolsey's signature.

A motion was made by Myers and seconded by McFaddan to approve pay requests for the Well #7 Project be distributed and approved via email, and if no response from Board members via email within 48 hours, authorize Woolsey to sign associated documents.

After a unanimous affirmative voice vote, the motion CARRIED.

2. Water Improvements Project

- Approve Pay Request #4 Keller Associates Invoice – 252081

Cordova stated that the engineer had planned to attend the originally scheduled meeting, but since the Board rescheduled, he is not in attendance. She read an emailed update from Michael Shulz. The engineer continues to work on the PER.

A motion was made by Myers and seconded by McFaddan to approve Pay Request #4 Keller Associates Invoice 252081.

After a unanimous affirmative voice vote, the motion CARRIED.

3. Annual Meeting

The Annual meeting will be Sunday the 21st at 10:00AM at the Garden Valley High School multi-purpose room. Cordova asked that the Board members be there at 9:00 AM to help set up. Cordova will put it on the next bills. She distributed verbiage to the board members of what the bylaws changes will look like on the ballots.

Cordova noted that nominations for Board Seat "E" are now open and suggested that nominations stay open through Friday, September 22 at 5:00PM.

4. Update on Progress with Clearwater Financial

Cordova and Woolsey met with Clearwater and USDA may be interested in refinancing the entire loan if we take on more debt. Clearwater is investigating all options and has developed a pro-forma. Woolsey wants to find out from USDA if there is a minimum amount that we can add according to USDA.

5. Update on North Ridge Sub

Woolsey, Tucker and Cordova met with DEQ last week to inquire as to the next steps for placing a meter to service North Ridge. They explained to the folks at DEQ that there is no conveyance of the infrastructure or easements for any of the water system at North Ridge. DEQ explained that there are certain places that a meter would be allowed and TLWC could not just place the meter anywhere. DEQ asked that TLWC get together all documents proving there is no conveyance for their review, and we would meet again.

6. 219 Holiday Dr. – Request for Reversal of February Charge

Cordova stated that the service line to the property was frozen on the customer side and on the water company side, and the property owner would like to have the charges reversed as they had no water. The Board instructed Cordova to reverse the charge for February due to the line frozen on the TLWC side.

7. Accept Resignation of Board Member Britson

Board Member Eric Britson submitted his written resignation from Board Seat “C” to the Board on 8/10/25. McFaddan suggested that he be assigned to Britson’s vacant seat and the election at the Annual Meeting be held for Board Seat “E”.

A motion was made by Myers and seconded by Cordova to accept the resignation of Britson and appoint McFaddan to Board Seat “C”.

After a unanimous voice vote, the motion CARRIED.

8. Resolution 25-01 – A Resolution Authorizing Signatures for Banking Services

Cordova explained that this will remove Britson from the bank accounts and asked if another Board member would serve as a signatory in addition to Woolsey & Cordova. McFaddan volunteered.

A motion was made by Myers & Cordova to approve Resolution fd25-01 removing Britson from TLWC banking accounts and adding McFaddan.

After a unanimous affirmative voice vote, the motion CARRIED.

9. July Water Testing Reports –

No comments heard.

10. July Revenues & Expenses –

Cordova asked for approval to reimburse her for office supplies and presented the Board with receipts in the amount of \$125.26.

A motion was made by McFaddan and seconded by Myers to approve reimbursement for office supplies to Cordova in the amount of \$125.26. After a unanimous voice vote, the motion CARRIED.

11. Set Next Meeting Date

The Board decided to hold the next regular meeting on Wednesday, September 17 at 5:30 PM in Eagle and will prepare for the Annual Meeting.

IV. General Discussion

None heard.

V. Adjourn

A motion was made by Myers and seconded by McFaddan to adjourn. After a unanimous affirmative voice vote, the Board adjourned at 7:12PM.

Signed and Approved this 2nd day of October, 2025.

Rolly Woolsey, TLWC Board President