

**TRI-CITY REGIONAL SANITARY DISTRICT**  
**Special Board Meeting Minutes**  
**August 24, 2023**

- Item # 1            President R. Jacques called the meeting to order at 5:15 p.m.
- Item # 2            President R. Jacques led the Pledge of Allegiance
- Item # 3            Roll Call: C. Farr (Z); R. Jacques; M.A. Moreno; M. Harper, District Counsel  
Also: D. Patton, Consultant (Z); M. Krebs; Duong Do; Taylor Pierce; Andrea Jaycox (Z),  
PACE  
Absent: M. Buzan  
Public: H. Farester, Charlotte Asrarynezami,
- Item # 4            Consideration of the application received from Ms. Charlotte Asrarynezami requesting to join the Board to fill the vacancy created by the resignation of D. Buzan whose term expires in December, 2026. R. Jacques moved to add Ms. Asrarynezami to the Board to fill the position vacated by D. Buzan. Seconded by M.A. Moreno. Carried 3-0. R. Jacques noted the Notary he had engaged was unable to make the meeting and he arranged to meet with Ms. Asrarynezami on August 25<sup>th</sup> to swear her in, in front of a Notary.
- Item # 5            **Swearing in of new Board Member-** deferred to August 25<sup>th</sup>.
- Item # 6            **WRF PROCUREMENT PROCESS Presentation** – PACE Representatives explained the process of publication and assessment that was used to solicit bids for the Water Reclamation Facility. Cloacina was the only bidder. PACE staff reported on the References they had solicited and noted a committee had reviewed the submittal and was satisfied regarding all the elements of the proposal. PACE staff explained the purchasing process and noted that USDA-RD was satisfied their process had been followed.
- M.A. Moreno moved to retain Cloacina as the company to build the Water Reclamation Facility, seconded by C. Farr. Carried 3-0.
- Item # 7            **Issuance of a Notice To Proceed (NTP) with Shop Drawings to Cloacina:** PACE staff explained that Shop Drawings were necessary to enable PACE to complete their design of the entire system. M.A. Moreno moved to authorize the production of Shop Drawings to enable PACE to complete their design process, seconded by C. Farr. Carried 3-0.
- Item # 8            M.A. Moreno moved to enter into Executive Session at 6:20 p.m., seconded by C. Farr. Carried 3-0.
- Item # 9            Items discussed in Executive Session: n/a
- Item # 10           Announcements – None
- Item # 11           Next Regular Board Meeting will be Monday, August 28, 2023, at 5:15 p.m. at IBEW
- Item # 12           Adjournment: R. Jacques moved to adjourn at 7:05 p.m., seconded by M.A. Moreno. Carried 3-0.