

**Minutes of the Timbers Water & Sanitation District Board Meeting**  
**Zoom Remote Meeting**  
**January 12, 2026**

**1492 Members Present:** The following Directors were present and acting:

- Ms. Jodi Lightfoot, Vice President
- Mr. Larry Ioffredo
- Mr. Gary Osteen
- Mrs. Erica Fisher
- Mr. Mike Lomas, Chairman and President

Managers:

- Kasey O'Halloran

**Call to Order:** The Regular Meeting of the Board of Directors of Timbers Water & Sanitation District was called to order by President Lomas on January 12, 2026, at 6:03 pm, noting a quorum was present.

**Consent Agenda:** The Board reviewed the regular and special meeting minutes from December 2025. The financial statements and the AR report were reviewed from December 2025. Upon motion duly made by Mrs. Fisher and seconded by Mr. Ioffredo, it was

**RESOLVED** to approve the consent agenda.

**Invoices:** Invoices for December 2025 were reviewed and approved for payment. Upon motion duly made by Mr. Ioffredo and seconded by Mrs. Fisher, it was

**RESOLVED** to approve payment of the open invoices.

**Transfer of funds from TWSD to TSWA Enterprise:**

\$5000

**Manager's Updates: John Fitzgerald** - December BOD removal was 83%, just under our required removal of 85%. TIN is at 9.3mg/l. Ammonia is 9.2mg/l. Ecoli was the worst we can get at >2419.6 mpn. Something is going on at the plant regarding BOD. We also violated our Nit. Ammonia 2 yr rolling avg., TIN 2 yr rolling Avg., BOD removal (just slightly) and Ecoli of course. We will continue to struggle with our two-year rolling average for Ammonia, TIN and Ecoli. These will take a few months or more to recover from because they include violations from the previous 23 months. I recycled 24 old UV bulbs, 5 years worth \$10/each. Water usage: Peak day 12/30/2025@17240, Lowest use 12/3/2025@6383

**Tim Gibbons – December update:** The computer at the water treatment plant is up and running. I upgraded my computer to Windows 11 in order to get remote access. We are continuing to work with Brownhill on getting the remote access set up. Ordered parts for WTP and sent confirmations.

**New Business:** Resolution 2026-01 – Mr. Osteen made a motion to pass the resolution, and Ms. Lightfoot seconded the motion. The motion passed unanimously.

*Audit Engagement Letter* – Ms. Lightfoot made a motion to engage Catterson and Company for the 2025 audit. Mrs. Fisher seconded the motion, and it passed unanimously.

*Officer Election* – The officers were elected as follows: Mike Lomas as president, Jodi Lightfoot as Vice President, Kasey O'Halloran as appointed secretary and Larry Ioffredo as treasurer.

**Old Business:** *New Engineering Firm* – Mr. Lomas and Ms. Lightfoot met with a new potential engineer that was recommended to the Board from various sources. Ben Beall with Zenobia is the new potential

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contractor engineer. The Board discussed his qualifications and encouraged Mr. Lomas to sign the contract with Mr. Beall and his company. Ms. Lightfoot asked if the contract could be signed as soon as possible. Mr. Lomas will have the new firm set up a meeting as soon as possible with John Fitzgerald.

*EDU/Water Meters* – Mr. Lomas updated the board that the income producing properties have been assessed fair and equitable EDUs for the 2026 year. Mr. Lomas has responded to all of the inquiries around that topic and constituents appear accepting the new EDU assessments.

Mr. Ioffredo received a quote for getting meters installed and the quote was shared with the Board. Mr. Ioffredo would like to do some research on the actual water suage within the District. The idea would be that this would be done in a trial period at a few selected residences throughout the District. This would help fuel the information needed to set the fees. Mr. Ioffredo stated that for 50 units it would cost the District approximately \$30000 for the meters and then the District would still need to find and pay for a plumber to install the meters. The assumption is that it could cost about \$600 per meter to install. Mr. Ioffredo stated that he believes a conversation with the Condo Manager would be important to warn them of these changes coming up.

*Fire Hydrants* – Mr. Lomas is planning to engage Ben Bell to fix two non-working hydrants that need to be re-bagged.

*WWTP Violations* – The board also reviewed wastewater treatment plant violations, noting that Ms. Lightfoot’s efforts with John Fitzgerald have not yielded progress, and decided to involve Ben to investigate ongoing odor and operational issues.

*WWTF Operator Contract* – Ms. Lightfoot confirmed the contract looks complete and Mrs. O’Halloran will finalize the document and get it to John Fitzgerald.

*Water Rights* – The Board has not heard back from Ashley Moffat yet. Mrs. O’Halloran will follow up.

With business concluded and upon motion duly and unanimously approved, it was  
**RESOLVED** to adjourn the regular meeting the Timbers Water & Sanitation District Board of Directors  
At 6:57 pm, this 12<sup>th</sup> day of January 2026.

Respectfully submitted Kasey O’Halloran  
District Manager, Timbers Water and Sanitation District