

**GREEN VALLEY DOMESTIC WATER IMPROVEMENT DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
Thursday, May 26<sup>th</sup>, 2022**

Board Directors Present:	Eric Sullwold	Robert (Bob) Hedden
	Darlene (Dar) Hollingsworth	John Green
	Patricia (Pat) Carlstad	George (Dr.) Orndorff
	Joseph (Hart) Krumrine	

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Board Directors Absent:

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District Staff Present:	Dara Duffy	Lora Burruel
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Public Present:

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Clerk of the Board:	Luis Rodriguez
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1. Call to Order and Roll Call – Chair, Eric Sullwold  
The meeting was called to order at 9:31AM by Chair, Eric Sullwold  
Roll call was taken. Seven (7) Board members were present; therefore, a quorum was announced.
- Motion to approve the Board Meeting Minutes of April 28<sup>th</sup>, 2022.  
Move: - Hart Krumrine      Second: Dar Hollingsworth      Approved: 6/0      Abstain: Chair
2. General Business – Chair of the Board, Eric Sullwold.
  - A. Administrative Information – Chair of the Board, Eric Sullwold.
    1. Global Water Resources and Las Quintas Serenas. The company has publicized their project to upgrade to smart meters similar to the District's. The project will require approval by the ACC.
    2. City of Tucson CAP water update. The City of Tucson is negotiating with CAP to decrease their allotment of CAP water with the goal of helping to conserve water in Lake Mead. A discussion pursued which noted the District has been using the same practice for many years. It was also noted that the water allocated to Lake Mead from Lake Powell is being reduced in order ensure Lake Powell can continue to generate electricity.
  - B. Operations Report – District Manager, Dara Duffy
    1. Monthly Operations Report.
      - a. The Wells Fargo balance is \$1,306,611. This still includes \$1,195,350 which is the balance of the reserve funds. These funds will be invested in the future. Alliance account balance is \$1,331,778 plus the well fund \$153,729. The remainder of the well fund will be spent this year on the FlexNet and SCADA installation. Year-to-Date Budgeted Revenues are 3.7% above while Expenses are -9.7% below.
      - b. Year-to-date expenditures; \$123,267 has been spent on meters and MXUs, \$61,820 on the Sensus base stations, and \$33,125 for the towers. ADEQ will conduct one of the required tri-annual inspection June 01, 2022.
      - c. See the District Manager's May OME Report for additional details.
    2. Current Capital Budget: Reviewed the District's Fiscal Year Capital Budget.
      - a. The planned capital spending for the current year is \$377K. The projected capital plans for 2023 and 2024 includes \$42,505 and \$15,351, respectively, for completing the MXU projects scheduled in the current fiscal year. The assumption is the FlexNet, and SCADA projects will be completed in the current fiscal year.
      - b. See the District Manager's April Financials Report for additional details.
    3. Monthly Task List.
      - a. Additional MXUs and meters have arrived.
        - i. District staff are preparing for the upcoming ADEQ inspection.

- ii. The DM will provide a State of the District report during the June 23<sup>rd</sup> Board Meeting. The Board discussed the possibility of highlighting the District's high level of service, including current water conservation efforts, in order to maintain a positive image with customers. A suggestion was made to provide the Board members with a list of talking points to highlight the District's improvements. The list would be provided solely to Board members to provide identical responses to the public. However, it was agreed upon that all questions from the public will be directed to the DM.
    - iii. The staff is currently conducting Valve, Hydrant and Flush-out inspections. These inspections divide the District into 4 sections, with a one quarter of the District addressed each year.
  - b. The quarterly financial review process has yet to be implemented. This was the recommendation of the 2021-2022 financial audit.
  - c. See the District Manager's May Task List Report for additional details.
- C. Technical Advisory Committee – Chair, Bob Hedden.
  - 1. SCADA - FlexNet Antenna Project – Update. Concern was raised regarding the slump (the consistency of fresh concrete before it sets) of the antenna foundation. The Chair recommends the District monitor the slump to ensure it remains per design.
- D. Financial Advisory Committee – Chair, John Green
  - 1. Review April Financials.
    - a. The District projects on strong fiscal year-end financial position.
  - 2. Proposed 2022-2023 Fiscal Year Budget. The committee presented their 2022-2023 budget to the Board for approval.
- Motion to adopt the proposed 2022-2023 fiscal year budget.  
 Move: - Pat Carlstad    Second: Dar Hollingsworth    Approved: 6/0    Abstain: Chair
  - E. Personnel Advisory Committee – Chair, Pat Carlstad – No report.
- 3. Call to the Public – Chair, Eric Sullwold – No comments.  
 Members of the Board may not discuss or act on any items that are not specifically listed on this agenda. Therefore, pursuant to A.R. S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a future Board Meeting.
- 4. Announcements – Clerk of the Board, Luis Rodriguez
  - A. The next Technical Advisory Committee Meeting is scheduled for Monday, June 20<sup>th</sup>, 2022, at 8:00AM. The Financial Advisory Committee Meeting will begin immediately following the adjournment of the Technical Advisory Committee Meeting.
  - B. A Public Hearing on the proposed 2022–2027 Rates and User Fees is scheduled for Thursday, June 23<sup>rd</sup>, 2022, at 9:00AM. The next Board of Directors Meeting is also scheduled for Thursday, June 23<sup>rd</sup>, 2022, at 9:30AM.
- 5. Adjournment
- Motion to adjourn the meeting.  
 Move: Hart Krumrine    Second: Dar Hollingsworth    Approved: 6/0    Abstain: Chair  
 The meeting was adjourned at 10:39AM.

Minutes approved on June 23<sup>rd</sup>, 2022.

**Green Valley Domestic Water Improvement District**

By \_\_\_\_\_  
 Luis Rodriguez, Clerk of the Board

By \_\_\_\_\_  
 Eric Sullwold, Chair of the Board