

**GREEN VALLEY DOMESTIC WATER IMPROVEMENT DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
Wednesday, September 25<sup>th</sup>, 2024**

Board Directors Present:	Eric Sullwold John Green Edwin (Ed) Storey	Joseph (Hart) Krumrine Darlene (Dar) Hollingsworth Lee Lemas (appointed at 9:28AM)
Board Directors Absent	George (Doctor) Orndorff	
District Staff Present:	Dara Duffy	Lora Burruel
Public Present:	None	
Clerk of the Board:	Luis Rodriguez (via video @ 9:12AM)	

1. Call to Order and Roll Call – Chair, Eric Sullwold
  - A. The meeting was called to order at 9:00AM by Chair, Eric Sullwold. Roll call was taken, and a quorum was announced with five (5) Board members present.
  - B. Approval of June 26<sup>th</sup>, 2024, Board Meeting Minutes.
- Motion to approve the June 26<sup>th</sup>, 2024, Board Meeting Minutes.  
 Moved: Ed Storey      2<sup>nd</sup>: Dar Hollingsworth      Approved: 4/0      Abstain: Chair
2. General Business
  - A. Administrative – Chair, Eric Sullwold
    1. The Chair distributed a GVDWID Discussion Points containing nine (9) items to be addressed through the remainder of FY2024-25.
    2. Board of Director open positions update. Pima County has confirmed the Director positions were uncontested. Therefore, by acclamation, Lee Lemas and Ed Storey will be sworn into office at the December Board meeting.
    3. Advisor Recruiting. The current advertising efforts have yet to yield any interest. The District has placed a large recruiting banner in the lobby and will place the recruiting ad on the back of October’s water bill.
    4. Discussion and possible motion to appoint Lee Lemas to the Board of Directors
- Motion to appoint Lee Lemas to the Board of Directors  
 Moved: Hart Krumrine      2<sup>nd</sup>: Ed Storey      Approved: 4/0      Abstain: Chair
- B. Operations Report – District Manager, Dara Duffy
  1. Monthly Operations Report
    - a. Calle Tres Booster Station upgrade is complete except for the rolling gate.
    - b. Debt Ratio coverage is at 165%.
  2. Current Capital Budget. Refer to the Financial Committee report Section 2.D.
  3. Monthly Task List
    - a. The media change is complete. The work began September 10<sup>th</sup>, and the system was back online September 11<sup>th</sup>.
    - b. Cotonia Wellsite cooling unit failure. The air conditioning unit which serves the drive control panel failed due to a defective capacitor and a coolant leak. The DM was able to avoid the significant cost of replacing the entire A/C unit by purchasing the parts and accomplishing the repairs in-house. The unit is fully functional again.
    - c. Conversion to full page billing. The purchase order has been approved for programming time for our billing software provider to create full page bill files for us. The District will analyze all factors prior to proceeding with the project.

- d. Riley Engineering Report. Riley Engineering will provide their report at the October 21<sup>st</sup> Technical advisory committee meeting.
  - e. New well site update. The new well site has been selected. Awaiting Riley Engineering's report to confirm the need for an additional well.
  - f. The DM shared her career and educational background with the Board. The information was appreciated and beneficial to everyone present.
  - g. The DM will conduct a tour of the District's sites for the Board members and Clerk. The tour will be divided into teams:
    - Hart Krumrine & Lee Lemas
    - John Green, Ed Storey, and Darlene Hollingsworth
    - George Orndorff & Luis Rodriguez
- C. Technical Advisory Committee – Chair, Ed Storey.
- 1. Lightning Protection. The replacement antenna & connections are more robust and should offer better protection against future strikes.
  - 2. Extending Pima County Sewer Line to Amado. This will likely be a 2-phase process. The new sewer line will be between the West Frontage road and I-19. Even though it does not directly impact the GVWD infrastructure, it is the holding item for future expansion to the south. Work is not likely to happen before 2025.
  - 3. Backup Diesel Testing. Some work is required to ensure the wiring is correct and there is a standard operating procedure. Operator safety is important. This will include regular test changeovers to ensure all is working well.
  - 4. Riley Engineering Report. Refer to Operations Report section 2.B.3.
  - 5. MXU Upgrades. There are some battery failures occurring, necessitating replacement. The batteries are not individually replaceable.
  - 6. Calle Tres Booster Station. Refer to Operations Report section 2.B.1.
- D. Financial Advisory Committee – Chair, John Green
- 1. FY2023-24 Audit Report. CliftonLarsonAllen LLP will provide their Draft Audit report to the Financial advisory committee at the October 21<sup>st</sup> committee meeting.
  - 2. June 2024 Financial Report.
    - a. Minor edits are being accomplished by the District. The main issue continues to be a software issue impacting Cash Flow reporting. The issue is being addressed with Sage Group.
    - b. The June 2024 Financial Statement will be electronically distributed to the Board prior to the Auditor's draft audit report presentation at the October 21<sup>st</sup> Financial advisory committee meeting.
  - 3. The current FY Capital Budget was compared with the Year-to-Date (YTD) Actuals. No concerns were found.
  - 4. July, August 2024 Financial Report. The current FY Capital Budget was compared with the Year-to-Date (YTD) Actuals. No concerns were found.
- E. Water Conservation and Drought Ad Hoc Committee – Chair, Lee Lemas. The Water Conservation and Drought committee's goal is to have our customers accept some responsibility for water conservation and become part of the solution. The committee consists of Chair Lee Lemas, Hart Krumrine, and Ed Storey. The District Manager will create draft policies and procedures which will be reviewed at the next Water Conservation and Drought committee meeting. The final policies and procedures will be presented to the public at the May 2025 Public Hearing at which time it will be incorporated into the District's Rules and Regulations.

3. Call to the Public – Chair, Eric Sullwold. No Comments.
4. Announcements – Chair, Eric Sullwold
  - A. The next Advisory Committee meetings are scheduled for Monday, October 21<sup>st</sup>, 2024. The Technical Advisory Committee meeting begins at 8:00AM immediately followed by the Financial Advisory Committee meeting.
  - B. The next Board of Directors meeting is scheduled for Wednesday, October 23<sup>rd</sup>, 2024, at 9:00AM.
5. Adjournment
  - Motion to adjourn the meeting.  
Move: Hart Krumrine 2nd: Darlene Hollingsworth Approved: 5/0 Abstain: Chair

The meeting was adjourned at 10:53AM

Minutes approved at the October 23<sup>rd</sup>, 2024, Board of Directors meeting.