

GREEN VALLEY DOMESTIC WATER IMPROVEMENT DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
Wednesday, November 20th, 2024

Board Directors Present:	Eric Sullwold John Green Edwin (Ed) Storey George (Doctor) Orndorff	Joseph (Hart) Krumrine Darlene (Dar) Hollingsworth Lee Lemas
Board Directors Absent	None	
District Staff Present:	Dara Duffy Mike Brady	Lora Burruel
Public Present:	Richard Ricksecker	Jim Luhring
Clerk of the Board:	Luis Rodriguez	

1. Call to Order and Roll Call – Chair, Eric Sullwold
 - A. The meeting was called to order at 8:57AM by Chair, Eric Sullwold. Roll call was taken and a quorum was announced with seven (7) Board members present.
 - B. Approval of October 23rd, 2024, Board Meeting Minutes.
- Motion to approve the October 23rd, 2024, Board Meeting Minutes.
 Moved: Lee Lemas 2nd: Ed Storey Approved: 6/0 Abstain: Chair
2. General Business
 - A. Administrative – Chair, Eric Sullwold
 1. Monthly Managers meetings. Effective December 10th, 2024, the required attendees for the Managers meeting are the DM and the Board Chair. All Directors are welcome to attend.
 2. 2025 Public Meeting Calendar. The internal distribution of the 2025 Draft calendar will occur today. A motion to adopt the 2025 calendar will take place at the December 18th Board of Directors meeting.
 3. 2025 Board of Director Officer elections. The two (2) positions will be elected at the Wednesday, December 18th, 2025, Board of Directors meeting.
 4. The Board recognized two (2) District Employees for their longevity and contributions to the betterment of the District. Lora Burruel, Office Operations Supervisor, for twenty-five (25) years of service and Mike Brady, Field Operations Manager, for twenty (20) years.
 - B. Operations Report - District Manager, Dara Duffy
 1. Current Operations
 - a. Project Report
 - i. Thirty-eight (38) additional meters were installed in October.
 - ii. The Pima County Department of Environmental Quality’s (PDEQ) tri-annual inspection is complete. The Letter of Compliance was provided last week.
 - b. Financials update. October’s financials were presented and discussed. No concerns were found.
 - c. Questions regarding the Task List
 - i. The District’s full-page billing and Pima County Wastewater’s billing agent projects update. The District continues to work on both projects. The target is April 2025 for the single billing system to go online for District customers.

- ii. Alliance Service and Control Systems has been selected as the Districts' back-up SCADA provider.
- C. Financial Advisory Committee – Chair, John Green
 - 1. FY2023-24 Financial Audit Report update. The draft audit report presentation has been rescheduled to the Finance committee's December 16th, 2024, meeting.
 - 2. Financial Update. The October 2024 financials were presented and discussed. No concerns were found.
- D. Technical Advisory Committee – Chair, Ed Storey
 - 1. Pima County Department of Environmental Quality (PDEQ) inspection update. The Committee Chair commended the District for having no discrepancies noted.
 - 2. Emergency Standard Operating Procedures (SOP) update. The SOP manual is currently up to date and will be reviewed and updated annually.
- 3. Call to the Public – Chair, Eric Sullwold. No Comments.
- 4. Announcements – Clerk of the Board, Luis Rodriguez
 - A. 2025 Board of Director Officer elections. Board members were advised of the upcoming election for Chair and Vice Chair. Any Director interested in running for either position will notify the Clerk no later than Monday, December 2nd, 2024. The two (2) positions will be elected at the Wednesday, December 18th, 2024, Board of Directors meeting.
 - B. The next Managers' meeting is scheduled for Tuesday, December 10th, 2024 at 9:00AM.
 - C. The next Advisory Committee meetings are scheduled for Monday, December 16th, 2024. The Financial Advisory Committee meeting begins at 8:00AM immediately followed by the Technical Advisory Committee meeting.
 - D. The next Board of Directors meeting is scheduled for Wednesday, December 18th, 2024, at 9:00AM.
- 5. Adjournment
 - Motion to adjourn the meeting.
 Move: Darlene Hollingsworth 2nd: George Orndorff Approved: 6/0 Abstain: Chair

The meeting was adjourned at 11:01AM.

Minutes approved December 18th, 2024.