

GREEN VALLEY DOMESTIC WATER IMPROVEMENT DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
Wednesday, December 18th, 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:	Randall (Randy) Howard	Steve Hatch
Clerk of the Board:	Luis Rodriguez	

1. Call to Order and Roll Call – Chair, Eric Sullwold
2. The meeting was called to order at 9:00AM by Chair of the Board, Eric Sullwold. Roll call was taken, and a quorum announced with seven (7) Directors present.
- Motion to approve the November 20th, 2024, Board of Directors meeting Minutes.
Moved: Ed Storey 2nd: Hart Krumrine Approved: 6/0 Abstain: Chair
3. General Business
 - A. Administrative – Chair, Eric Sullwold
 1. 2025 Public Meeting Calendar. The 2025 Public Calendar was discussed and adopted as presented.
 2. Election of the 2025 Board of Directors Chair and Vice Chair positions. The sole nominee for Chair was Eric Sullwold. Lee Lemas was the sole nominee for Vice Chair.
 - Motion, by acclamation, that Lee Lemas be elected as Board Vice Chair and Eric Sullwold be elected as Board Chair for 2025 calendar year.
Moved: George Orndorff 2nd: Ed Storey Approved: 5/0 Abstain: Chair and Lee Lemas
 3. Resignation of Director Darlene Hollingsworth. Darlene Hollingsworth was recognized for her 8 years as a voluntary Board member and her excellent support to the Green Valley Domestic Water Improvement District.
 - B. Operations Report - District Manager, Dara Duffy
 1. Current Operations
 - a. Project Report
 - i. Meter change outs – thirty-six (36).
 - ii. Meters with dead batteries – eleven (11).
 - iii. Full page bills and becoming a Pima County Wastewater billing agent are two (2) intertwined projects. The District’s full-page billing should be implemented by the end of December 2024, and the Pima County Wastewater portion by the end of Q1 2025.
 - iv. The District Manager and Business Operations Supervisor will continue to meet with the County in order to keep the billing agent project on track.
 - b. Financials update. The November financials were presented and discussed. No concerns were found.
 - c. Questions regarding the Task List. Development of water lines south of Escondido Wash. The District Manager, Field Operations Manager, and Technical committee

Chair spoke with Bill Walker from WLB regarding the updated number of lots. The data will then be forwarded to Riley Engineering.

C. Financial Advisory Committee – Chair, John Green

1. CliftonLarsonAllen (CLA) 2023-24 Draft Audit update. CLA stated their appreciation of Lora and the District staff for their cooperation and expertise. The auditors recommendations related to the Districts' internal controls will be forthcoming with the finalized audit report.

- Motion to accept the FY2023-2024 Draft Audit report as presented to the Financial Committee on December 16th, 2024.

Moved: George Orndorff 2nd: Ed Storey Approved: 6/0 Abstain: Chair

2. November 2024 Financial Statements. The November 2024 Financials were presented and discussed. No concerns were found.

D. Technical Advisory Committee – Chair, Ed Storey

1. Capital Projects update. The District Manager continues to work with WLB to determine budgetary estimates for upcoming projects such as the San Ignacio well upgrade.
4. Call to the Public – Chair, Eric Sullwold. Steve Hatch reiterated the seriousness and the need to address cybersecurity. Based on his knowledge and experience, Steve is willing to assist the District in this area.
5. Announcements – Clerk of the Board, Luis Rodriguez
 - A. The Loyalty Oath of Office for Directors Lee Lemas and Ed Storey was administered by the Clerk.
 - B. The 2025 Conflict of Interest Acknowledgement process has been postponed until the Board of Directors meeting on January 22nd, 2025.
 - C. The next Advisory Committee meetings are scheduled for Monday, January 20th, 2025. The Technical Advisory Committee meeting begins at 8:00AM, immediately followed by the Financial Advisory Committee meeting.
 - D. The next Board of Directors meeting is scheduled for Wednesday, January 22nd, 2025, at 9:00AM.
6. Adjournment

- Motion to adjourn the meeting.

Move: Darlene Hollingsworth 2nd: George Orndorff Approved: 6/0 Abstain: Chair

The meeting was adjourned at 10:08AM.