

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES Wednesday, July 18, 2018
7:04 p.m.
Avra Water Co-op, Inc.
11821 West Picture Rocks Road
Tucson, Arizona 85743

1. CALL TO ORDER

President Doug Schneider called the meeting to order at 7:04 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Doug Schneider, President Greg Hamilton, Director
Colleen McDonald, Secretary
Micha Koeppel, Director

Staff Members present at the meeting included:

Cathy Kuefler, Administrative Manager
Linda Coronado, Administrative Assistant
Sal Madrid, Operations Superintendent

3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS – There were no guests present.

4. REVISION AND ADOPTION OF THE AGENDA

MOTION: It was moved by Micha Koeppel to approve the Agenda for July 18, 2018.

SECONDED
APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Greg Hamilton to approve the minutes from the Regular Board Meeting on May 16, 2018 and Special Meeting Minutes from June 25, 2018.

SECONDED
APPROVED

6. OFFICER'S REPORT

6.1 PRESIDENT'S REPORT – No report.

6.2 TREASURER'S REPORT –The president reviewed the financials and reported that income was in excess of expenses for the month of June and there were all "yes's" on the financials for the month.

MOTION: It was moved by Greg Hamilton to approve the Treasurer's report.

SECONDED
APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

Intern/PT Work –Gabriel Caron was hired to sort through old operation maps/journals and paperwork. He will also be heading the Asset Management project.

CDBG – We received another \$20,000 grant for the Meter/MXU Replacement Program for the 2018-19 fiscal year. We still need to complete the income survey for section 34 to be eligible for the HUD funds.

2018 Annual Meeting – The annual meeting falls on November 21st, the day before Thanksgiving. We will move it to the 14th of November in hopes this will help our attendance.

New Development – One of our three developments may finally be moving forward. Staff will contact Kara from Westland to see if the original plans are still sufficient

Marana Water Issues – We have had a lot of calls about unregulated contaminants that were found by Marana Water. Customers have been referred to Marana's website and the EPA and have been assured that they were not detected in our water when we tested in 2016.

8. OPERATIONS SUPERINTENDENT'S REPORT –

- Arc Flash Analysis is required for each site. We will perform on 3 sites this next fiscal year. Updated/Photographed and completed a thorough review of each site. Finished the field portion of the Asset Management Plan.
- Operations started working on clearing out the back lot in preparation of the new utility shed. Building maintenance – additional cameras were installed. Shelving storage installed, and moved/disposed of items from the shed into the office.
- After last week's storm we had to go out and repair roads as well as the rip rap out at our new Noel Reservoir. Flood control was also out surveying the area as well after they received 100 complaints.
- Calvin/McAfee Project – Plans have been completed and the Approval to Construct has been received from Pima County.
- Met with SCADA tech from Prime. He came out and looked at our SCADA system and will get us an estimate on upgrading the system.

MOTION: A motion was made by Greg Hamilton to approve the Administrative Manager's and Operations Superintendent's reports.

SECONDED

APPROVED

9. UNFISHED BUSINESS –

9.1 Upgrades for Office Lots – The contract was signed and plans have gone out to the engineer. We hope to get started in August.

10. NEW BUSINESS –

10.1 Master Plan Discussion – Staff sat down with Kara Festa from Westland. She felt that the system upgrades that have been done really has put us in a good position and recommends line looping because we have a lot of dead end lines. We have several projects planned for the next fiscal year and will get an estimate from Kara to update the Master Plan in the next fiscal year.

10.2 2018/19 Budget Discussion – The board reviewed the draft that was passed out. Doug pointed out the summary states “the budget is based primarily on actual previous year revenues and expenses” and the draft is substantially higher. Staff will review and get any updates/comments to the board before the next meeting.

10.3 Drought Discussion – In 2007, Pima County announced a Stage One Drought for Pima County. Staff talked to the Water Policy Manager at Pima County and she stated that it still remains a Stage One Drought in which the department asks everyone to implement voluntary reductions in water use. Meanwhile, ADWR and CAP are working on a Drought Contingency Plan and have formed a committee to work on this. Staff will make updates as information comes up.

MOTION: A motion was made by Micha Koeppel to adjourn.

SECOND:

APPROVED

The Board adjourned at 8:20 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on June 20, 2018:



Colleen McDonald, Secretary