

**AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, April 15, 2015
7:00 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 7:00 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Doug Schneider, President	Camille Julin, Vice President
Jack Wheat, Treasurer	Micha Koeppel, Director
Warren Thompson, Director	

Staff Members present at the meeting included:

Cathy Kuefler, Executive Administrator	Linda Paxton, Contract Bookkeeper
Jeff Feasel, Operations Manager	

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 Warren Thompson to approve the agenda for the meeting on April 15, 2015.

SECONDED

APPROVED.

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Camille Julin to approve the minutes from the Board Meeting on March 18, 2015.

SECONDED

APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – Doug suggested we go over any policies that were recommended by our auditor and discuss them next month.

TREASURER'S REPORT - Jack reported that income was in excess of expenses for the month of March and there were all “yes’s” on the financials for the month.

MOTION: It was moved by Micha Koeppel to approve the Treasurer's Report.

SECONDED

APPROVED

7. EXECUTIVE ADMINISTRATOR & OPERATIONS MANAGER'S REPORT

Annual Reports – Cathy completed and mailed out the three big Annual Reports due by ADOR, ACC, and ADWR. ACC and DWR look at production/consumption. The interesting thing is that production continues to decline every year while connections remain the same which is the trend across Arizona.

Automatic Security Gate – Cathy suggested that we look into securing the office and employees in light of a member who has been harassing and making threats to an employee. She suggested that we put a key pad on the trailer, a laser beam across the driveway into the back lot, additional cameras outside the yard and another monitor in the front office that the Customer Service Department can view all day.

System Map Update – Cathy and Jeff will work on getting Google Maps updated with our system information. It was implemented approximately five years ago and then was forgotten with staff changes. Staff will be trained and we will resume updating it.

2011 Ford F-550 – The lease for the service truck is due in August. The payoff is \$13,000 but that was not put in the budget. We definitely want to purchase this vehicle. Doug suggested we look into a one year extension.

Hoover Power Update – The APA has made the call for applications. They are due April 27th. The commission has made a resolution that there will be no consideration of a minimum allocation which is a positive for the Co-op.

Meter Installations – Section 20 was completed and the guys are now working on Section 1 and 3. They should be completed in another month.

Well #6 Abandonment – Jeff met with a Weber representative regarding abandoning Well #6. A quote was received for \$14,560.91 It does not have to be done today, but this is something we want to work into the next budget or see if there are funds at the end of this fiscal year to complete the project.

Office Electrical – The new electrical panels have been installed and all work is completed except the change-over. We are waiting on approvals/inspection and then Trico will come out and do the change-over.

Possible Main Line Extension – A resident in a private water entity west of Sandario at Anthony has come in to discuss a possible main line extension or 2" meter. They have had multiple well issues and there are 13 homes on the well. Jeff went over options and he will take it back to other homeowners, look at costs, and make a decision.

MOTION: A motion was made by Micha Koeppel to approve up to \$5000 in expenditures for security upgrades that are listed in the board report and any other items that may be related.

**SECONDED
APPROVED**

MOTION: A motion was made by Jack Wheat to approve the Executive Administrator's and Operations Manager's reports.

SECONDED
APPROVED

8. UNFINISHED BUSINESS

CAP Allocation Discussion – The Board briefly discussed our CAP allocation and what decision should be made regarding its use. We currently pay \$17,776 annually for M&I. Cathy will get more information on options.

9. NEW BUSINESS

Letter From George Lord Dated 3/31/15 – A letter was received from Mr. Lord requesting first right of refusal for our property at 11780 W. Picture Rocks Rd. He states that he spoke with the previous general manager on several occasions and they made a verbal agreement. There is no record of any kind of verbal agreement reported in prior meeting minutes.

Mr. Lord also sent a copy of a letter he received from the previous general manager that waives the hookup fees for two meters for his property located at 11600 W. Picture Rocks Rd. This was done when the Lord's gave the Co-op an easement to access Well #9. The Board determined that they would honor the letter and will get a written response out to Mr. Lord.

10. EXECUTIVE SESSION

MOTION: A motion was made by Jack Wheat to adjourn to the Executive Session at 8:52 p.m.

SECONDED
APPROVED

MOTION: A motion was made to return to the Regular Board Session by Camille Julin at 9:03 p.m.

SECONDED
APPROVED

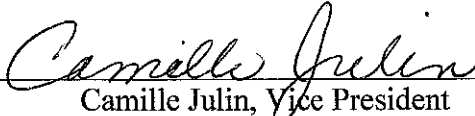
MOTION: A motion was made by Camille Julin to adjourn.

SECONDED
APPROVED

The Board adjourned at 9:04 p.m.

Respectfully submitted by,
Cathy Kuefler
Executive Administrator

Approved by the Co-op Board on May 20, 2015:


Camille Julin, Vice President