

**AVRA WATER CO-OP, INC.  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Thursday August 16, 2023**

**1. CALL TO ORDER**

President Dayv Marlow called the meeting to order at 6:03 p.m.

**2. ROLL CALL**

**Board Members present at the meeting included:**

Dayv Marlow, President	Nils Julin, Vice President
Jack Wheat, Treasurer	Colleen McDonald, Secretary – came in late
Keith Winans, Director	Doug Schneider- Director

**Staff Members present at the meeting included:**

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

**3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS –**

Steve Wilcox – AWC member.

**4. REVISION AND ADOPTION OF THE AGENDA FOR August 16, 2023**

**MOTION:** It was moved by Nils Julin to approve the agenda for August 16, 2023.

**SECONDED**

**APPROVED**

**5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES**

**MOTION:** It was moved by Keith Winans to approve the minutes from the Regular Board Meeting on June 21, 2023 and Special Meeting on July 5, 2023.

**SECONDED**

**APPROVED**

**6. OFFICER'S REPORT**

**PRESIDENT'S REPORT** – Dayv reported on the changes that were made this year at the Tri-State conference. They are focusing more on Scada, Asset Management and Cyber Security.

**TREASURER'S REPORT** – Jack reported that for the month of July income was in excess of expenses. We are still under budget for the fiscal year, overall we are still in good shape. There was one “No” on the Financial Analysis Report.

**MOTION:** A motion was made by Keith Winans to approve the Treasurer's report.

**SECONDED**

**APPROVED**

**7. ADMINISTRATIVE MANAGER’S REPORT**

**Drop Box Theft**– We had someone break into the front drop box. We will upgrade cameras and lighting for that area. The Pima County Sheriff’s Department was contacted and a report has been filed.

**June Financials** – June financials were included in the board packet. There was one “No” and expenses were in excess of revenue.

**CDBG Grant** – We received our approval letter for \$25,000 for meters/MXU’s.

**DNP’s** – We did not do disconnects in July or August. We passed out blue tags, and had 34 for July and 53 for August.

**Ina Road Mainline Replacement** – We are still working on the Emergency Community Water Assistance Grant. Cathy contacted RD with some questions on the application process, she is still waiting to hear back from them. Sal is also still waiting on the contractor bids.

**Budget** – Draft of the 2023-2024 Budget was put on the website for review. Will discuss in unfinished business.

**SAWUA Water Forum** – The forum this year is Friday, September 29<sup>th</sup>. Cathy will register anyone who would like to attend.

**MOTION:** A motion was made by Nils Julin to approve the Administrative Manager’s report.

**SECONDED**

**APPROVED**

**8. OPERATIONS MANAGER’S REPORT**

- New Service: Installed new service in section 11
- Installed bollards around meters and sample station
- Well 7: Installed a new pressure sensor on the discharge
- Leaks: Orange Grove and Lord Lane – replaced the service line on Lord Land. Anthony Drive – mainline pipe cracked due to large roots from a tree.
- Cleaning sites: Sprayed and pulled weeds
- Energy Assessment: Edmundo from Rural Water looked at a couple of sites and thinks we can save money with a VFD. The long term saving is about \$15k, this could also lower our peak demand with Trico.

**MOTION:** A motion was made by Colleen McDonald to approve the Operations Superintendent’s Report.

**SECONDED**

**APPROVED**

**9. UNFISHED BUSINESS**

**9.1 Ina Road Improvements** – discussed in Administrative Manager’s report. We will table this discussion.

**9.2 Solar Discussion** – Ray Rogers (Tucson Controls) will be attending September’s meeting. We will discuss next month.

**9.3 Budget Draft for 2023-2024 Fiscal Year** – The board reviewed and discussed the budget during the months of June and July.

**MOTION:** A motion was made by Keith Winans to approve the 2023/2024 fiscal year budget as proposed.

**SECONDED**

**APPROVED**

**10. NEW BUSINESS**

**MOTION:** A motion was made by Jack Wheat to adjourn.

**SECONDED**

**APPROVED**

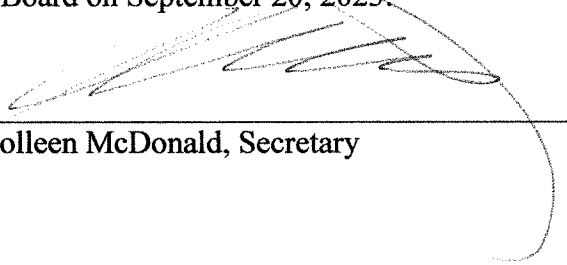
The Board adjourned at 6:35 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on September 20, 2023:



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Colleen McDonald, Secretary