

**AVRA WATER CO-OP, INC.  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Wednesday, May 21, 2025**

**1. CALL TO ORDER**

President Dayv Marlow called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

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

Dayv Marlow, President	Jack Wheat, Treasurer
Nils Julin, Vice President	Colleen McDonald, Secretary
Geoff Caron, Director	Steve Wilcox, Director

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

Cathy Kuefler, Admin. Mgr. Sal Madrid, Op's Superintendent.  
Linda Coronado, Admin Asst.

**3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS – No guests.**

**4. REVISION AND ADOPTION OF THE AGENDA FOR MAY 21, 2025**

**MOTION:** It was moved by Colleen McDonald to approve the agenda for May 21, 2025

**SECONDED  
APPROVED**

**5. READING, CORRECTION AND APPROVAL OF BOARD MINUTES FROM APRIL 16, 2025.**

**MOTION:** It was moved by Jack Wheat to approve the minutes from the Regular Board Meeting on April 16, 2025.

**SECONDED  
APPROVED**

**6. OFFICER'S REPORT**

**PRESIDENT'S REPORT** – President had nothing to report.

**TREASURER'S REPORT** – Jack reported that income was in excess of expenses for the month of April and we had all yes's on the board financials. Overall we are looking good.

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

**SECONDED  
APPROVED**

**7. ADMINISTRATIVE MANAGER'S REPORT** - Cathy went over the project list with the board.

**Operations Remodel** – Things are moving along nicely. We should be getting cabinets and floors soon. Currently getting security camera wiring done. Paint, floor, and cabinets should be next and it will be close if we can have the meeting there next month. Will keep everyone posted.

**Rancho del Rio Development (Phase 1)** – The construction has begun, this phase should have 44 homes.

**WIFA Conservation Grant** – We were awarded a second grant for meters in the amount of \$400,000 plus our 25% contribution. This should get us approximately 1,100 more meters.

**Water Quality Report** –ADWR, ADOR & ACC reports have all been completed and filed. Currently working on the Water Quality report.

**2025/2026 Budget** – Working on the new budget. Will have a draft done to review by our next meeting. We will be looking for a vehicle fleet service that will work with us for future vehicles. We are a small business so it is difficult to find a vehicle fleet service that wants to work with us.

**MOTION:** A motion was made by Steve Wilcox to approve the Administrative Manager's report.

**SECONDED**  
**APPROVED**

**8. OPERATIONS MANAGER'S REPORT –**

- Vertical Motors: Topped oil and cleaned
- Well #11- the alarm failed to start, blown fuse ground in pecker head, and replaced lugs.
- New Services: Section 12 & 34
- Leak: Section 3
- Meter change outs were done and we are now continuing to put holes in the meter boxes as well as cleaning boxes out to prepare for the next batch of meters.
- Ina design: We are still in the preliminary stage of the project. Things are moving forward; they are done with the surveying.
- Rancho Del Rio: The project has started we have had a small change in the original plans that were approved vs the as-builts,
- Montanos Del Sol – We received the approval to construct for phase 1. They will start with completing the booster upgrades.

**MOTION:** A motion was made by Geoff Caron to approve the Administrative Manager's report.

**SECONDED**  
**APPROVED**

**9. UNFISHED BUSINESS –**

**9.1 Ina Road Improvements** – Discussed in Operations Managers report.

**10. NEW BUSINESS – No new business**

**9.1 State of the Utility Report** – Table until next meeting.

**MOTION:** A motion was made by Geoff Caron to approve tabling 9.1 State of the Utility Report until next meeting.

**SECONDED**

**APPROVED**

**MOTION:** A motion was made by Jack Wheat to adjourn in to Executive Session at 6:24 p.m.

**SECONDED**

**APPROVED**

**11. EXECUTIVE SESSION –**

**11.1 Annual Review of the Administrative Manager & Operations**

**Superintendent** – The board discuss the annual review for management.

**MOTION:** A motion was made by Nils Julin to adjourn from Executive Session at 6:27 p.m.

**SECONDED**

**APPROVED**

**MOTION:** A motion was made by Jack Wheat to approve the agreed terms that were made in executive session for the performance bonus for Cathy & Sal.

**SECONDED**

**APPROVED**

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

**SECONDED**

**APPROVED**

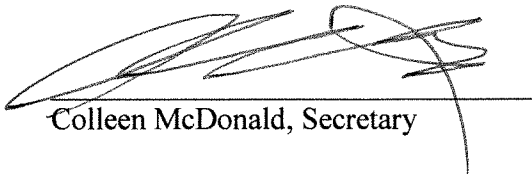
The Board adjourned at 6:28 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on June 18, 2025:



Colleen McDonald, Secretary