

**AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday April 15, 2026**

1. CALL TO ORDER

President Dayv Marlow called the meeting to order at 6:02 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
Doug Schneider, 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 – Dale Wheat.

4. REVISION AND ADOPTION OF THE AGENDA FOR April 15, 2026:

MOTION: It was moved by Nils Julin to approve the agenda for April 15, 2026.

SECONDED

APPROVED

5. READING, CORRECTION AND APPROVAL OF BOARD MINUTES FROM February 18, 2026:

MOTION: It was moved by Nils Julin to approve the minutes from the Regular Board Meeting on February 18, 2026.

SECONDED

APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – Dayv mentioned that the Water Pro Conference will be in Phoenix this year in September and the board may want to consider attending for board training. He will get more information at the next meeting.

TREASURER'S REPORT – Jack reported that for the month of March expenses were in excess of income and we had one “no” on the board financials.

- March was a little over budget on water revenue which makes sense with the heat.
- Heather's bill for the taxes, annual report financials came in to wrap up her charges for the fiscal year. The account is over for the month, but right on track for the fiscal year.
- Transportation (650) is doing well considering gas prices and a few repairs. The accounts for the new trucks are off, but we will get that corrected when the new budget is drafted. Overall, everything is still in budget.
- 668.1 – This is where Heather has us put the expenses for the WIFA conservation grant. We do have a small cost share, but we will get reimbursed for 75% of it. The only real problem with putting it here is it makes our bottom line look bad. When WIFA finally reimburses us, we really won't have a deficit in net income.

MOTION: A motion was made by Doug Schneider to approve the Treasurer's report.

SECONDED

APPROVED

7. ADMINSTRATIVE MANAGER’S REPORT

WIFA Grants – Meter Replacement Program–. We now have just over 107 meters remaining to replace, two thirds of our system now has new meters. We are also down to about an hour and a half to read the old meters. We are still waiting on a couple of WIFA reimbursements for meters and for the Water Conservation Program. Pima County CDBG is working on the contract for our \$35k grant that we were awarded for the ‘25/’26 fiscal year.

Conservation Program – The Rainwater Harvesting Workshop turnout was better than we ever expected it would be. We will be moving on to our water harvesting demonstration garden and waiting on the proposal from Watershed Management Group. We look forward to continuing our conservation efforts in the future.

Training – Cathy and Linda attended the Essentials of Utility Accounting and Ratemaking courses hosted by NARUC. Two of our operators also attended a Damage Prevention & Safety Seminar/Bluestake class and four staff members will attend the RWAA Conference here in Tucson.

Annual Reports – ACC, ADOR, and ADWR reports were all completed and mailed out.

Emergency Operations Plan, Risk & Resilience Assessment & Vulnerability Assessment – We are updating our plan and Cathy and Sal will go over it. We are required to certify this to the EPA every five years which is due by June 2026.

Waterworth Rate Study/Forecasting Software – We had our first meeting on April 22nd where they did a quick demonstration of our financials which was very informational. Will meet again and set up a board meeting/overview. A tentative schedule was included in the packet and discussed.

Annual Reviews – Linda and Coco both had their annual reviews completed for the year.

Annual Meeting – We are starting to prepare for this year’s 50th annual meeting as it is a big milestone. We are looking into having a food truck and setting up a larger conservation station, water harvesting information as well as working on the sound system so that everything will run smoothly this year. Cathy will attend Trico’s meeting to get some ideas and help with planning. She also asked anyone with past history or pictures to share that.

Water Quality Report – The report has gone to design and then we will get it approved by AZDEQ before posting it to the website by the July 1st deadline.

MOTION: A motion was made by Jack Wheat to approve the Administrative Manager’s report.

**SECONDED
APPROVED**

8. OPERATIONS MANAGER’S REPORT

- We are installing meters in section 3 and section 33 has been completed. We are down to an hour and a half to read meters throughout our system.
- Leaks: two service leaks, one in section 4 and section 1
- PDEQ – We are getting ready for our onsite inspection. They come out every three years to do the inspection and make sure we are in compliance.
- Subdivisions: **Montanos del Sol** – Phase 1 has begun again. They were shut down by Pima County due to a right-away issue on Rudasill.
- Well 4 – full service on the chlorinator.
- Well 11 – It has gone down once again. Don Swede from Smyth was out. I will share information with him and hopefully come up with a solution to get it back up before the summer season.

MOTION: A motion was made by Doug Schneider to approve the Operations Manager’s report.

**SECONDED
APPROVED**

9. UNFISHED BUSINESS

9.1 Ina Road Improvements – Sal will be sending out requests for bids to start the project.

10. NEW BUSINESS –

10.1 Annual Meeting Discussion – see Admin Manager’s report

11. EXECUTIVE SESSION -

MOTION: A motion was made by Jack Wheat to adjourn to Executive Session

At 6:40 p.m.

SECONDED

APPROVED

11.1 Manager’s Annual Review – The board discussed the annual reviews for Cathy Kuefler and Sal Madrid.

MOTION: A motion was made by Jack Wheat to adjourn from Executive Session

At 6:42 p.m.

SECONDED

APPROVED

MOTION: A motion was made by Jack Wheat to accept the recommendation from Nils Julin to continue employment and provide a 10% bonus for both Cathy & Sal.

SECONDED

APPROVED

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

SECONDED

APPROVED


The Board adjourned at 6:43 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on May 20, 2026:



Colleen McDonald, Secretary