AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, September 16, 2026

1. **CALL TO ORDER**
   President Dayv Marlow called the meeting to order at 6:01 p.m. via Zoom Meetings.

2. **ROLL CALL**
   Board Members present at the meeting included:
   Dayv Marlow, President — Colleen McDonald, Secretary
   Nils Julin, Vice President — Steve Wilcox, Director
   Doug Schneider, Director
   Staff Members present at the meeting included:
   Cathy Kuefler, Admin. Mgr. — Billy Brandon, Operations Manager

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

4. **REVISION AND ADOPTION OF THE AGENDA FOR SEPTEMBER 16, 2026:**
   MOTION: It was moved by Nils Julin to approve the agenda for September 16, 2026.
   SECONDED
   APPROVED

5. **READING, CORRECTION AND APPROVAL OF BOARD MINUTES FROM AUGUST 19, 2026:**
   No Corrections. Approved as Written

6. **OFFICER'S REPORT**
   6.1 PRESIDENT'S REPORT – Dayv discussed attending the NRW Water Pro Conference along with, Ni Cathy, and Coco. It was a good conference with a lot of information.
   6.2 TREASURER'S REPORT – Cathy reported that expenses were in excess of income by $4,000 for August. The backhoe and F-550 service truck required maintenance which brought vehicle expenses over budget, the generator at Garcia needed repairs, and we purchased AB for Ina Road repairs. Overall the fisca year still ended with approximately $9,000 in income. Considering how much costs have increased over th past year, aging infrastructure costs, and equipment repairs, we seem to have had a decent year. Heather wi be starting field work for the audit on September 22nd and 23rd.

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

7. **ADMINISTRATIVE MANAGER'S REPORT**
   Tohono O'odham Gaming Grant – This is the only pending grant we have. Asked for $48k to get fire hydrant locks. We should hear before the next meeting.
   Montanas del Sol Phase 1-B – Rudasill upgrades are underway. Customer service called all members in the area to notify them of the scheduled outage on 9/10-9/11 from 10:00 p.m. to 6:00 a.m.
   DNPs – We passed out Blue Tags to try and get bills paid in August. In September we had 77 disconnections for non-payment and had to divide them over two days.
   25/26 Fiscal Year Audit – Currently preparing for the audit and getting requested items to Heather & Amy who will be starting the field work.

Water Harvesting & Rainwater Basins –There was a pre-con meeting on September 3rd and Linda, Sal, and Billy attended with Watershed Management. They will start excavating on 9/22, prep on 9/24, and invite workshop attendees and others in the community to help work on it on 9/25. We hope to introduce it at the annual meeting.

SAWUA Forum- The forum is at the TCC on 10/2/26 this year and will focus on "Navigating the Future When Shortages are Real. Cathy let everyone know to look for their invite or let her know and she will RSVP for them.

Citizens for Picture Rocks –Sal and I presented at their meeting on August 18th. We discussed what has been happening around the co-op, the Drought Preparedness & Response Plan, smart meters, and conservation.

Pima County/CDBG Audit –

MOTION: A motion was made by Colleen McDonald to accept the Administrative Manager's report as written.
SECONDED
APPROVED

8. OPERATIONS MANAGER'S REPORT

- There were two service line leaks. One in Section 35 and another in Section 11.
- 6" mainline leak on Pelto Path.
- Replaced a leaking DVA on Guthrie Road.
- Hauled material to eroded areas after the first storm which included 35+ loads to Ina Road and exposed lines and valves on Ina between Gemstone & Featherstone. Since material was hauled another storm came through and pretty much washed everything out again. The team will get back on it.
- Bluestakes for Pima County fiber project complete and they are starting to boar.
- 100 feet remain on securing the fence around the perimeter of the office.
- Worked with Smyth on Rudasill project overnight replacing old line and putting in 2 new 6" valves and head works.
- F550 in shop for repairs. Needs to go back for another code.
- Bought and had delivered 16 loads of non-spec AB.
- Sand available from Saguaro Natl Park. Nils arranged for us to meet with them and work out a plan.
- The motor for Well #11 came in and Smyth was out to install it. The softstart will be delivered on the 29th and then I will schedule Smyth and Sabino Electric to come out and get it back up and running.
- Sonsray was out to replace pads and bushing on the backhoe.
- Rancho del Rio Phase 1 passed fire flow and they are currently working on Ina to prepare for paving. Just need to complete the checklist and Phase 1 will be complete.
- Montanas del Sol – Motor put on and all electrical boxes are currently being installed.

MOTION: A motion was made by Nils Julin to accept the Operations Manager's report as written.
SECONDED
APPROVED

9. UNFINISHED BUSINESS – No Unfinished Business

10. NEW BUSINESS

10.1 Salary Survey & Benefits Discussion – This will be reviewed by the board and discussed at the October meeting.

10.2 Pima County Grant Audit & Federal Grant Policies Review

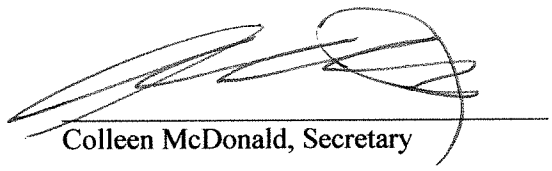
- Personnel Compensation Policy
- Grant Cash Management & Budget Revision Procedures

- Code of Conduct
- Determination of Allowable Costs

Pima County representatives were out to go over federal guidelines for the CDBG grants. We received the results back and were classified as High-Risk due to one or more compliance deficiencies. The auditor suggested we work on the three highest risk policies and that would get our score in the low to moderate risk. Those were included in everyone's packet for review and possible approval. We need to have the documents back to Pima County by October 8th. There was a discussion regarding the policies and if they work in conjunction with the existing policies. Cathy will run them through an AI review, forward to the board for review, and anyone who has questions or concerns after reviewing them will address them at that time, so the board can come back for a Special Meeting on September 30th via Zoom at 6:00 p.m. to discuss and approve.

MOTION: A motion was made by Nils Julin to adjourn.
SECONDED
APPROVED

The Board adjourned at 6:39 p.m.
Respectfully submitted by,
Cathy Kuefler
Administrative Manager
Approved by the Co-op Board on October 21, 2026:



Colleen McDonald, Secretary