

**GREEN VALLEY DOMESTIC WATER IMPROVEMENT DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
Thursday, February 22nd, 2024**

Board Directors Present:	Eric Sullwold John Green Joseph (Hart) Krumrine	Robert (Bob) Hedden Darlene (Dar) Hollingsworth George (Doctor) Orndorff
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Board Directors Absent

District Staff Present:	Dara Duffy	Lora Burruel
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Public Present:	Steve Peidl
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Clerk of the Board:	Luis Rodriguez
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1. Call to Order and Roll Call – Vice Chair of the Board, Darlene Hollingsworth.
 - A. The meeting was called to order at 9:33AM by Chair, Eric Sullwold. Roll call was taken, and a quorum was announced with six (6) Board members present.
 - B. Approval of January 25th, 2024, Board Meeting Minutes.
- Motion to approve the January 25th, 2024, Board Meeting Minutes.
Moved: Darlene Hollingsworth 2nd: George Orndorff Approved: 5/0 Abstain: Chair
2. General Business
 - A. Administrative – Chair, Eric Sullwold
 1. Industry Talks. The Chair provided an update on various regional issues which could potentially impact the District.
 2. District Information program. The District Manager has agreed to provide short presentations to help educate Directors on various aspects of the District's operation. The Directors may submit topics to the District Manager who will then schedule brief presentations for future Board meetings.
 - B. Operations Report – District Manager, Dara Duffy
 1. Monthly Operations Report.
 - a. The new Field Technician started work February 6th.
 - b. On-site FlexNet training was conducted February 6th.
 - c. The District has been subjected to sizable increases in chemical costs.
 2. Current Capital Budget. The YTD Budget was reviewed and compared against YTD Actuals.
 3. Monthly Task List
 - a. Hired replacement field staff.
 - b. Met with Waterworth to review their presentation prior to the February 20th Finance Committee meeting.
 - c. The costs associated with MAPs (Monitoring Assistance Program) sampling service will have a significant increase beginning FY2024-25.
 - C. Technical Advisory Committee – Chair, Bob Hedden.
 1. FlexNet project update
 - a. All software modifications to the currently installed meters should be complete by Q2 2024.
 - b. The next phase is to complete the installation of new meters.
 2. Calle Tres Booster Station update

- a. Today, February 22nd, is the deadline for engineering proposals. The initial review of proposals will be conducted by the District Manager and Technical Committee Chair.
- 3. Canoa Ranch residential development update. Still on-hold for Pima County's decision on wastewater infrastructure design.
- 4. San Ignacio golf course well evaluation for becoming a potable water well. Initial Engineering costs should remain as part of the current FY2023-24 Capital Budget. Detailed Engineering, infrastructure equipment changes, and well site control changes will be included in the FY2024-25 Capital Budget.
- D. Financial Advisory Committee – Chair, John Green
 - 1. January 2024 Financial Report. The committee has reviewed the January financial figures and found no concerns.
 - 2. FY2023-24 Budget update.
- Motion to approve a \$3.00 surcharge be applied to the March through June 2024 billing cycles for residential and commercial customers.
 Moved: Bob Hedden 2nd: George Orndorff Approved: 5/0 Abstain: Chair
 - 3. FY2024-25 Budget Planning. The Board directed the District Manager to use a potential 10% rate increase when formulating the 2024-25 budget. The first draft of the FY2024-25 Budget will be presented at the Financial Committee meeting in March.
- E. Personnel Advisory Committee – Chair, Hart Krumrine. The committee presented the formal version of the GVWD Employee Manual for Board approval.
- Motion to adopt the 2024 version of the GVWD Employee Manual as presented with the following revisions:
 - 1. The Index title of section 2.11 was corrected from 'Like' to 'Life.'
 - 2. Deleted section 7.2.6.10. as the information is duplicated elsewhere within the Manual
 - 3. Revised section 7.3 paragraph 1 to state, "GVWD will, (in January of every year), obtain and review the driving records of all employees authorized to drive GVWD vehicles."
 Moved: George Orndorff 2nd: Hart Krumrine Approved: 5/0 Abstain: Chair
- 3. Call to the Public – Chair, Eric Sullwold. No comments.
- 4. Announcements – Clerk of the Board, Luis Rodriguez
 - A. The next Advisory Committee meetings are scheduled for Monday, March 25th, 2024. The Technical Advisory Committee meeting begins at 8:00AM followed by the Financial Advisory Committee and Personnel Advisory Committee meetings.
 - B. The next Board of Directors meeting is scheduled for Thursday, March 28th, 2024, at 9:30AM.
- 5. Adjournment
- F. Motion to adjourn the meeting.
 Move: Darlene Hollingsworth 2nd: Hart Krumrine Approved: 5/0 Abstain: Chair

The meeting was adjourned at 11:13AM.

Minutes approved March 28th, 2024.