

**GREEN VALLEY DOMESTIC WATER IMPROVEMENT DISTRICT**  
**BOARD OF DIRECTORS**  
**MEETING MINUTES**  
**Wednesday, January 22<sup>nd</sup>, 2025**

Board Directors Present:	Eric Sullwold John Green Edwin (Ed) Storey	Joseph (Hart) Krumrine George (Doctor) Orndorff Lee Lemas
Board Directors Absent	John Green	
District Staff Present:	Dara Duffy	Lora Burruel
Public Present:	James (Jim) Luhring	
Clerk of the Board:	Luis Rodriguez	

1. Call to Order and Roll Call – Chair, Eric Sullwold
2. The meeting was called to order at 9:03AM by Chair of the Board, Eric Sullwold. Roll call was taken, and a quorum was announced with five (5) Directors present.
- Motion to approve December 18<sup>th</sup>, 2024, Board of Directors meeting Minutes.  
 Moved: Lee Lemas                      2<sup>nd</sup>: Ed Story                      Approved: 4/0                      Abstain: Chair
3. General Business
  - A. Administrative – Chair, Eric Sullwold
    1. Discussion and possible motion to recognize five (5) new Advisors to the Technical and/or Financial advisory committees.
  - Motion to recognize William Hollingsworth, Steven Hatch, John Esser, James Luhring, and Randall Howard as advisors for the Technical and/or Financial advisory committees.  
 Moved: Lee Lemas                      2<sup>nd</sup>: George Orndorff                      Approved: 4/0                      Abstain: Chair
    2. All participants were reminded of the need to be recognized by the Chair prior to speaking.
  - B. Operations Report - District Manager, Dara Duffy
    1. Current Operations
      - a. Project Report
        - i. A water leak on Circulo de la Piñata was identified on December 16<sup>th</sup> and repaired December 17<sup>th</sup>.
        - ii. 102 meters were changed out in addition to 4 meters with dead batteries.
        - iii. Full page billing is scheduled to begin in February 2025.
        - iv. Pima County Wastewater billing should be implemented by the end of Q1 2025.
        - v. The District Manager and Field Operations Supervisor met with the Green Valley Fire Department. Discussions included the future developments within the District. The District Manager offered a training course to fire department personnel on the proper method to open and close hydrant valves. The informal course will be held at the GVWD facility.
      - b. Financials update. The December financials were presented and discussed. No concerns were found.
      - c. Questions regarding the Task List.
        - i. Canoa Ranch Booster station upgrade. Met with WLB and determined the project will need to be addressed in FY2025-26 Capital Budget.
        - ii. District employee salary review. The contracted survey is complete and will be discussed at the Personnel advisory committee meeting on February 24<sup>th</sup>.

- iii. The Conservation & Drought Ad hoc committee continues to develop the Conservation & Drought policy to be presented and adopted at the Public Hearing May 21<sup>st</sup>, 2025. The next committee meeting is scheduled for February 2025.
- C. Financial Advisory Committee – Board Chair, Eric Sullwold
  - 1. CliftonLarsonAllen (CLA) 2023-24 Draft Audit update. The final version will be presented at the February 24<sup>th</sup> Financial advisory committee meeting.
  - 2. December 2024 Financial Statements were presented and discussed. No concerns were found.
- D. Technical Advisory Committee – Chair, Ed Storey
  - 1. Capital Projects update. Riley Engineering will present their report at the February 24<sup>th</sup> Technical advisory committee meeting.
  - 2. The Chair will establish a date and time to invite all new Advisors for an informal meeting to familiarize them with the GVWD operations.
  - 3. Line Extension Agreement update. Discussion centered around the complexity of these agreements and the need to have a legal review.
- 4. Call to the Public – Chair, Eric Sullwold. None.
- 5. Announcements – Clerk of the Board, Luis Rodriguez
  - A. The next Advisory Committee meetings are scheduled for Monday, February 24<sup>th</sup>, 2025. The Technical Advisory Committee meeting begins at 8:00AM, immediately followed by the Financial Advisory Committee meeting, which in turn will be followed by the Personnel Advisory Committee meeting.
  - B. The next Board of Directors meeting is scheduled for Wednesday, February 26<sup>th</sup>, 2025, at 9:00AM.
- 6. Adjournment
- Motion to adjourn the meeting.  
 Move: Lee Lemas                      2nd: George Orndorff                      Approved: 4/0                      Abstain: Chair

The meeting was adjourned at 10:22AM.

**Green Valley Domestic Water Improvement District**

**Approved February 26<sup>th</sup>, 2025**