

PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT
PO Box 945, Pine, AZ 85544
Phone (928) 476-2260
NOTICE AND AGENDA OF REGULAR MEETING
OF THE BOARD OF DIRECTORS

Date and Time:
Saturday, March 16, 2024 at 9:00AM

Place: District Office at 3617 N Highway 87, Suite A, Pine, Arizona 85544
Teleconference Number: 1-877-594-8353, Participant Pass code 20932491#
Phone in participants will be placed on hold listening to music until the
Chairperson joins the meeting

The Pine Creek Canyon Domestic Water Improvement District will meet in a Regular Session on the date and time above. The meetings will be held at the above indicated address of the Fire Department. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A) (3), (A)(4) or (A) (7) for legal advice with the District's attorney or others on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference at the numbers indicated above. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

1. CALL TO ORDER
2. ROLL CALL OF BOARD MEMBERS/DECLARATION OF QUORUM
3. CALL FOR MOTION TO APPROVE MINUTES OF THE FOLLOWING MEETING(S):
December 9, 2023 Regular Meeting
January 6, 2024 Special Meeting
4. CALL TO THE PUBLIC FOR INPUT ON SCHEDULED AGENDA TOPICS
(see footnote below regarding procedures)
5. TREASURER'S REPORT
 - a. Balance Sheet
 - b. Revenues and Expenses
 - c. Budget vs. Actual Comparison
 - d. Check Registers/Cash Disbursements for last three months (vote of Board required)
 - e. Invoices from District Manager
6. DISTRICT MANAGER'S REPORT
 - a. Depth to Water in Wells and Well Performance
 - b. Water Usage
 - c. Additional expected Hookups and Impact Fees before and after 6/30/24
 - d. Assessed Property Tax values for 2024

- e. Status of District Insurance Policies
 - General Property and Casualty
 - Directors and Officers Liability
 - Excess Limits Umbrella
 - f. Development of Steve Stevens as Associate District Manager
 - g. Status of WIFA application
 - h. Status of WWTP operations
 - i. Status of PFFS sampling (Forever Chemicals)
7. ASSOCIATE DISTRICT MANAGER and Administrative Assistant Reports:
 - a. Computer and Software updates
 - b. Tank Inspection results
 - c. Lead Pipe Inventory for ADEQ
 - d. Verde River Basin Groundwater Basin study
 - e. Allow ACH deposits
 8. DISCUSS AND TAKE POSSIBLE ACTION RELATED to desired cash balances in terms of targeted levels of financial reserves and possible changes in monthly rates and fees, property taxes, impact fees, reduction of loan balances, and future capital project requirements.
 9. DISCUSS AND TAKE POSSIBLE ACTION RELATED to proposed dates of special meetings for the 2024-2025 budgeting process.
 - Date of District Manager & Treasurer’s pre-budget activities
 - Date of Budget work study session – All Board + public (may include adoption).
 - Date of adoption of proposed 2024-2025 Budget and Rate & Fee schedule to be presented to District Members at the June 15, 2024 Board meeting.
 10. CALL TO THE PUBLIC FOR ANY NON-AGENDA ITEMS RELATED TO DISTRICT AFFAIRS (see footnote below regarding procedures).
 11. CONFIRM ESTABLISHED DATE AND DESIRED TOPICS FOR THE NEXT REGULAR BOARD OF DIRECTOR’S MEETING(S) scheduled as a regular meeting on June 15, 2024
 12. MOTION TO ADJOURN.

CALL TO THE PUBLIC: Those wishing to address the District during the meeting for issues within the Board’s jurisdiction need not request permission in advance, but they should indicate their desire to address the Board on the sign-in guest register provided. During this meeting, the Board is permitted to discuss and possibly take action for public comments related to topics listed on this agenda. Because of the restrictions of the open meeting laws, the PCCDWID Board is not permitted to discuss, or take action on any item raised in the call to the public that are not on this agenda; however, individual Board members may respond to criticism directed to them. Otherwise, for topics not on this agenda, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Chairman of the meeting may limit the number and length of public comments in order to maintain a reasonable meeting schedule.

PERSONS WITH DISABILITIES: If any disabled person needs any type of accommodation, please notify the PCCDWID prior to the scheduled meeting time. 928-476-2260.

EXECUTIVE SESSIONS: After voting to do so, the Board may go into executive session at any time during this scheduled meeting for consideration of items included on the above agenda if the topics to be discussed meet the requirements of ARS 38.431.02 (a), (1), (3) and/or (5). Additionally, the Board may, during this meeting call for an executive session to be held at a future time after this meeting. Per ARS 38.431.03, executive sessions are closed to the public and only the following seven category topics are permitted to be discussed: 1) Personnel Matters; 2) Discussion of Confidential Records; 3) Legal Advice from attorney; 4) Litigation, Contract Negotiations, and Settlement Discussions with attorney; 5) Discussions with designated Representatives Regarding Salary Negotiations; 6) International, Interstate and Tribal Negotiations; and 7) Purchase, Sale or Lease of Real Property; 8) Discussions of school safety programs; and 9) Discussion related to security of the facilities, information technology, and records storage.

By: _____ Acting for the Board of Directors

Posted as of: _____ @ ____ M.