

**MEETING MINUTES**  
**Pine Creek Canyon Domestic Water Improvement District**  
**P.O. Box 945, Pine AZ 85544**

**Special Meeting and Study Session**

Date and Time:  
Tuesday May 20, 2025

Telephonic Meeting  
Time: 5:00pm

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Until approved at a following meeting

*The Pine Creek Canyon Domestic Water Improvement District (PCCDWID) met in a Special Meeting and Study Session as stated above. The meeting was held telephonically. The Board may vote to go into Executive Session on any agenda item for any type of Executive Session indicated below or pursuant to legal advice with the District's attorney (A.R.S. § 38-431.03(A)(3)) on matters as set forth in the agenda item.*

**1. CALL TO ORDER**

The meeting was called to order at 5:01 PM by Chairman Allan Johnson.  
Via telephone: Dr. Johnson, Mr. Karr and Mr. Kelly, Mr. McClung and Mr. Crews. Also on the call was Mr. Stevens, District Manager, Mr. Jones, Assistant District Manager and Susan Thompson, Admin Assistant and Carri Kelly, Portal IV homeowner.

**2. ROLL CALL OF BOARD MEMBERS/DECLARATION OF QUORUM**

Dr. Johnson, Mr. Karr, Mr. Kelly and Mr. Crews and Mr. McClung were all present and a quorum was declared.

**3. CALL TO THE PUBLIC FOR INPUT ON SCHEDULED AGENDA TOPICS**

None noted.

**4. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO** approval of a proposed budget and rate and fee schedule for the District for the 2025-2026 fiscal year, such budget and rates and fees to be the topic of a public hearing that is to occur during the regularly scheduled Board meeting of June 21, 2025.

Mr. McClung gave an overview on the budget. Property taxes will be raised by \$5,000 based on estimated collections on new homes added to the District. Water rates will be raised \$6.00 to \$63.00 base rate a month (they haven't been raised since 2022) but the sewer rates will not be raised. Mr. Crews made a motion, seconded by Mr. Kelly, to approve the proposed budget and rate fee for the District's for the 2025-2026 fiscal year, such budget and rates and fees to be topic of a public hearing that is to occur during the regularly scheduled Board meeting of June 21, 2025 and for the District Manager to take all required action to properly post and publish the notice of such meetings. Roll call was taken. All say Aye. None say Nay. The motion passed.

**5. CONFIRM ESTABLISHED DATE AND DESIRED TOPICS FOR THE NEXT BOARD OF DIRECTOR'S MEETING.**

June 21, 2025 – Topics will include the 2025-2026 Budget

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**6. MOTION TO ADJOURN.**

Mr. Karr moved to adjourn the meeting and Mr. Kelly seconded. All say Aye and none say Nay. Motion passed. The meeting was adjourned at 5:14pm.

*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; 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.