

**MINUTES**  
**PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT**  
PO Box 945, Pine, AZ 85544  
June 21, 2025

Regular Meeting  
Date: Saturday, June 21, 2025

**Place: District Office of Pine Creek Canyon DWID, 3617 N Hwy 87, Ste A, Pine AZ 85544**

**Teleconference Number: 1-866-580-6521, Participant Pass code 98193837#**

**Phone in participants will be placed on hold listening to music until the  
Chairperson joins the meeting**

Time: 9:00 AM

DRAFT

Until approved at a future meeting

**1. CALL ORDER**

The meeting was called to order at 9:00 AM by Chairman Allan Johnson.

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

Present - Allan Johnson, Bill McClung, Jim Crews and Dave Karr. Board Members present on the telephone: Tom Kelly. Dr. Johnson declared a quorum. Others present: Steve Stevens, District Manager; Harry Jones, Associate District Manager; and Susan Thompson-Administrative Assistant. Others present on the telephone: Cari Kelly (homeowner).

**3. ADJOURN TO BUDGET/RATE HEARING – 9:02 AM**

Motion to adjourn to the Budget/Rate meeting by Mr. Crews and seconded by Mr. Karr. All say Aye. None say Nay. The motion passed.

The Budget/Rate Hearing was opened by President Allan Johnson at 9:02 AM

**a.** Mr. McClung presented a brief verbal and written summary of the key points in the 2025-2026 proposed budget that had been previously reviewed by all board members as to line items and change in the base water charges. He requested responses and questions and it was pointed out all Board members had seen and discussed the budget in detail

**b.** No public comments were received. Chairman Johnson noted no further discussion. A motion was made to reconvene back to the regular meeting by Mr. Crews and seconded by Mr. Karr. All say Aye. None say Nay. The motion passed.

**4. RECONVENE REGULAR BOARD MEETING**

Regular meeting reconvened at 9:05am

**5. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO THE 2025-2026 PROPOSED BUDGET, RATES, AND FEES.**

Since the proposed budget had (a) been properly posted and published in the newspaper per Arizona statutes, and (b) there had been no inquiries and no questions or requests by the public for further details related to the proposed budget. Chairman Johnson requested a motion to approve the proposed budget to become the adopted budget for 2025-2026.

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Mr. Crews made the motion to accept the proposed budget noting a modest increase to the base water fee of \$6.00 monthly and Mr. Karr seconded the motion to approve the proposed budget as the adopted budget and rates and fees for the 2025-2026 fiscal year. All say Aye, and none say Nay. The motion was passed.

**6. CALL FOR MOTION TO APPROVE MINUTES OF THE FOLLOWING MEETING(S):**

**March 15, 2025, Regular Meeting**

**May 20, 2025, Special Budget Meeting**

Mr. Karr moved to approve the minutes of the above meetings. Mr. McClung seconded the motion. All say Aye, and none say Nay. The motion passed.

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

No comments from the public on the current agenda items.

**8. REPORTS**

**a. TREASURER'S REPORT**

**8a [i-v]** Treasurer McClung then presented a brief overview of the May 31, 2025 balance sheet, P&L, Budget vs. actual reports, cash flow, and noted in particular that the cash of \$330,785.00 in the operating and reserve accounts plus \$139,250.00 in WIFA required reserve for a total for cash balance of \$470,035.00. Mr. McClung summarized indicating that the District was in excellent financial position and was maintaining adequate liquidity.

**8a [vi]** The Board voted unanimously to approve the check register and cash disbursements.

**8a [vii]** The Board had no comments related to the District Manager or Associate District Manager's Invoices.

**b. DISTRICT MANAGER'S REPORT**

**8b [i-iii]** Mr. Stevens reported the recent values for well output, depth to water, water used, etc. and concluded all the control variables appeared normal. Water usage in the District has decreased. This is being attributed to less frequent use of properties then during the COVID-19 time period. For possible new hookups. The District is anticipating no new hook-ups for the coming year, but we had about 6 homes for sale and one under construction that will start to pay monthly sewer charges over the next fiscal year and will add to assessed values over the next one-two years.

**8b [iv]** Mr. Stevens reported that the WIFA wastewater project was completed. Total cost of the Project was \$232,540.88. Our WIFA loan was \$123,000 over 20 years, with \$61,500 forgiven.

**8b [v]** Mrs. Susan Thompson reported on the ACH program. She stated we have 84 owners (61%) participating. The program is running smoothly.

**8b [vi]** The Board reviewed the figures on taxes received during the 2024 tax year.

**8b [vii]** Mr. Stevens presented the Engagement Letter from Haynie & Company. A motion was made by Mr. Crews and seconded by Mr. McClung to engage Haynie and Company for our audit review this year. All say Aye, and none say Nay. The motion passed.

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**8b [viii]** Mr. Jones was acknowledged for his 18 years of unbelievable service to the Pine Creek Canyon DWID as District Manager.

**9. CALL TO THE PUBLIC FOR ANY NON-AGENDA ITEMS RELATED TO DISTRICT AFFAIRS**

There was none.

**10. CONFIRM ESTABLISHED DATE AND DESIRED TOPICS FOR THE NEXT REGULAR BOARD OF DIRECTORS MEETING TO BE HELD:**

September 20, 2025 at 9:00 AM

**11. MOTION TO ADJOURN**

The meeting was adjourned at 10:09AM. Mr. McClung made the motion to adjourn the meeting and Mr. Karr seconded. All say Aye. None say Nay. The motion passed.

*Submitted By:* \_\_\_\_\_ *Posted as of* \_\_\_\_\_ *M*