

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

**Special Meeting**

Date and Time:

Tuesday January 20, 2026 at 12:00pm

Telephonic Meeting Only

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Until approved at a following meeting

*The Pine Creek Canyon Domestic Water Improvement District (PCCDWID) met in a Special Meeting as stated above. The meeting was held by 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 for Special Meeting**

The meeting was called to order at 12:00 PM by Chairman Allan Johnson.

Present: Dr. Johnson, Mr. Karr. Members also present via telephone were Mr. Crews, Mr. McClung, and Steve Stevens, District Manager. Also present, Mr. Jones, Associate District Manager and Susan Thompson, Administration Assistant. No public attended.

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

Dr. Johnson, Mr. Karr, 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 - No Public Input.

- 4. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO** authorize Harry Jones and/or Steve Stevens to agree with the property seller to purchase a parcel of land for a total of \$50,000 plus the closing costs and inspection costs, such land contiguous with PCCDWID and such property to be developed to provide additional usable land, additional water tank capacity, and possible additional water resources for the District, such transaction to tentatively be completed by July 1, 2026. Motion was made by Mr. Karr as stated and seconded by Mr. McClung. Motion passed

- 5. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO** authorized Steve Stevens and/or Harry Jones and/or Bill McClung to apply for a WIFA loan up to \$400,000 to cover the costs of future system improvements including an addition of useful infrastructure land, additional/second storage tank capacity, recoating the inside and outside of the District's existing water tank, and possible additional water resources. Motion was made by Mr. Karr as stated and seconded by Mr. Crews. Motion passed.

- 6. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO** authorize Steve Stevens and/or Harry Jones to execute an appropriate purchase agreement and escrow instructions to complete the transactions anticipated by Board actions above. Motion was made by Mr. Karr as stated and seconded by Mr. Crews. Motion passed.

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7. **DISCUSS AND TAKE POSSIBLE ACTION RELATED TO** authorize Steve Stevens and/or Harry Jones to apply to WIFA for a Technical Assistance Grant (1) to be able to connect a possible future water source to the existing piping and tank system, and (2) to allow for a shutdown of the District's existing water storage tank to enable the tank to be recoated inside and out, such grant to cover all eligible design, engineering, and project supervision costs. . Motion was made by Mr. Crews as stated and seconded by Mr. Karr. Motion passed.
8. **CONFIRM ESTABLISHED DATE AND DESIRED TOPICS FOR THE NEXT BOARD OF DIRECTOR'S MEETING.**
  1. Approve Documentation that will be needed by WIFA for the legal requirements concerning the loan and/or grant
9. **MOTION TO ADJOURN.**

Mr. Crews moved to adjourn the meeting and Mr. Karr seconded. All say Aye and none say Nay. Motion passed. The meeting was adjourned at 12:13 PM.

*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.