

PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT
PO Box 945, Pine, AZ 85544

NOTICE AND AGENDA OF REGULAR MEETING
OF THE BOARD OF DIRECTORS

Date and Time:
Saturday, December 16, 2017 at 9:00 AM

**Place: Pine-Strawberry Fire Department Training Room, 6198 W. Hardscrabble
Road, Pine, Arizona 85544**

Teleconference Number: 1-877-594-8353, Participant Passcode 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) for legal advice with the District's attorney 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):
September 16, 2017
December 2, 2017
4. CALL TO THE PUBLIC FOR INPUT ON SCHEDULED AGENDA TOPICS
(see footnote below regarding procedures)
5. REPORTS
 - a. Treasurer's Report
 - i. Balance Sheet
 - ii. Revenues and Expenses
 - iii. Budget vs. Actual Comparison
 - iv. Check Registers/Cash Disbursements for last three months (vote of Board required)
 - v. Future possible levels of property taxes

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- b. District Manager's Report
 - i. Depth to Water in Wells
 - ii. Water Usage
 - iii. Review of ADEQ Inspections of the Wastewater and Water Systems and the Aquifer Protection Permit.
 - iv. PRV Upgrade Project Status
 - v. Status of Elk Rim (B-1 B-2) Development

6. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO THE acceptance of the CPA Review report dated June, 30, 2017.

7. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO THE District Board ratifying past actions and approving future actions of the District Manager for executing required documents related to the Elk Rim (Tract B-1 and B-2) Developer's subdivision activity (the "Project"), as outlined in the Developer's Interconnection Process Application, including:
 - Executing the will-serve letter and related documents committing the District to provide water and wastewater services for the Project.
 - Approving, along with the District's engineers, the Developer's plans and specifications for construction of the Project.
 - Executing the Professional Services Agreements with Tetra Tech Engineering to provide services to the District relating to plans, documents certifying adequacy of the existing and future sewer and water infrastructure, including adequacy of water supply so the project can materialize be approved by various regulatory authorities.
 - Engaging Ryley Carlock and Applewhite to provide necessary legal services for the Board related to the Project as required by the District's Interconnection Process.
 - Executing the State and County applications and supporting documents related to the adequacy of the current and new additions to the wastewater collection system, the wastewater treatment system, the water lines, and the water resources.
 - Executing the agreement with the Developer to extend and existing water line easement several hundred feet to Highway 87 in exchange for the district paying 5/23 and the Developer paying 18/23 of the cost of a new Pressure control system (PRVs, vault, isolation valves, and associate piping) near the entry to the Project's private roadway.
 - Execution of other necessary documents generally associated with similar projects.

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8. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO authorizing the District Manager, Board Chairman, and Board Treasurer to begin negotiations for the bulk sale of water to other water purveyors that may approach PCCDWID.
9. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO accepting the written resignation of Jim Cleary as of December 16, 2017 and appointing a replacement Board member with a term expiring on 12-31-20, and for the Board to direct the District Manager to have the new member complete the Oath of Office form and other paperwork necessary to be seated on the Board at the next scheduled meeting.
10. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO electing a Secretary to replace the officer position held by Mr. Cleary and for the new Secretary of the Board to be authorized to sign on all District bank accounts.
11. CALL TO THE PUBLIC FOR ANY NON-AGENDA ITEMS RELATED TO DISTRICT AFFAIRS (see footnote below regarding procedures).
12. CONFIRM ESTABLISHED DATE AND DESIRED TOPICS FOR THE NEXT BOARD OF DIRECTOR'S MEETING scheduled as a regular meeting on March 17, 2018.
13. 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 schedule meeting time. 928-476-2260.

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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.

By: _____ Acting for the Board of Directors

Posted as of: _____ @ _____ M.