

MINUTES  
PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT  
PO Box 945, Pine, AZ 85544  
March 16, 2019

Regular Meeting  
Date: Saturday, March 16, 2019  
Place: Pine Strawberry Fire Dept. 6306 W. Hardscrabble Mesa Rd.  
Pine, Arizona 85544  
For conference call-in  
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  
Time: 9:00 AM

**DRAFT**  
**Until approved at a future meeting**

1. **CALL ORDER**  
The meeting was called to order at 9:01 AM by Chairman Allan Johnson.
2. **ROLL CALL OF BOARD MEMBERS/DECLARATION OF QUORUM**  
Present - Jim Crews, Allan Johnson, Bill McClung, Robert Langley and Dave Karr  
Others Present: Harry Jones, District Manager, Pat Watson, Admin. Asst.  
A quorum is declared. There were no attendees on the teleconference.
3. **ADJOURN TO EXECUTIVE SESSION PER ARS 38.43.L.02(a)(4)** to discuss possible instructions to District Manager and other participants concerning potential sale of excess water.  
Dr. Johnson moved the Board go into executive session. All Board Members agreed.
4. **RETURN to Regular Meeting Session**  
Return to Regular Meeting Session at 10:19 AM.
5. **CALL FOR MOTION TO APPROVE MINUTES OF THE FOLLOWING MEETING HELD ON December 15, 2018**  
Mr. Langley moved to accept the Minutes for the December 15, 2018 meeting. Mr. McClung seconded.  
Roll Call: Mr. Crews, Dr. Johnson, Mr. Langley, Mr. Karr and Mr. McClung. All say Aye. None say Nay. Motion Passed.
6. **CALL TO THE PUBLIC FOR INPUT ON SCHEDULED AGENDA TOPICS.**  
There was no public in attendance.

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**7. REPORTS**

**a. Treasurer's Report**

**i. Balance Sheet**

Mr. Crews reported our cash position is good at eight months into the fiscal year with \$155,000 in cash, and \$69,000 in WIFA Reserves. The District received \$17,000 in impact fees in early March on two more homes at Elk Rim. Bills to be paid are Weber Water Resources. Painting of the pump station and storage buildings will begin next week. The bill for the new heater motor that was installed (approximately \$600-\$700) has not been received.

**ii. Revenues and Expenses**

Mr. Crews reported we are short on revenues because property tax collections are somewhat slower than expected but we are somewhat under on expenses. We should have about the same cash amount at the end of June.

**iii. Budget vs. Actual Comparison**

Operations are under budget by \$13,000 with a positive cash flow of \$56,000.

**iv. Check Registers/Cash Disbursements for last three months (vote of Board required)**

Mr. McClung moved to approve the check register/cash disbursements for the last three months. Mr. Karr seconded. All vote Aye. None vote Nay. Motion Passed.

**b. District Manager's Report**

**i. Depth to water in wells**

Deep Well at the same levels as in 2010 @1341'. Shallow Well gained about 5' over the last month.

**ii. Water Usage**

Normal historical usage has occurred the last three months.

**iii. PRV Upgrade Project Status**

All is fine. System is working as designed. Fire Department has tested all hydrants and all are showing expected water flows.

**iv. Status of Elk Rim (B-1 B-2) Development**

Six houses now sold. We have received impact fees on five homes as of 3/15/19 and paperwork is out on Lot B-3, so a check for \$8,500 is expected within the next week. Mr. Jones indicated the developers expect to sell the last 12 homes by 12/31/19, but to be conservative, we will only budget four more homes in the 2019-2020 budget.

**8. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO THE** instructions to the District Manager and other participants concerning strategies, pricing and terms for sale of excess water to potential customers.

After taking into consideration the discussions in the Executive Session, Mr. Crews moved to pass a resolution authorizing Harry Jones, District Manager, and Board Member Bob Langley to have an exploratory meeting with Pine-Strawberry Water District to discuss pricing and terms for sale of water. Mr. Karr seconded. All say Aye. None say Nay. Motion Passed.

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9. **DISCUSS AND TAKE POSSIBLE ACTION RELATED TO** discussion of preliminary alternatives for 2019-2025 budgets in terms of additional infrastructure replacement reserves, property taxes, and possible changes in rates and fees.  
After discussion, all Board members agreed that the preliminary assumptions for the 2019-2020 budget as outlined previously by Mr. Crews and Mr. Jones were a good starting point.
10. **DISCUSS AND TAKE POSSIBLE ACTION RELATED TO** proposed dates of special meetings for the 2019-2020 budgeting process.  
The work-Study session will be April 20, 2019 at 9:00 AM at the Pine-Strawberry Fire Department. The meeting date to approve the proposed budget to be submitted to the public and published in the newspaper will be a telephonic meeting on Friday, April 26, 2019 at 5:00 PM.  
After considering input received during the public hearing, the final approval of the budget will be at the next regular board meeting to be held on June 15, 2019 at 9:00 AM.
11. **CALL TO THE PUBLIC FOR NON-AGENDA ITEMS RELATED TO DISTRICT AFFAIRS**  
No public in attendance
12. **CONFIRM ESTABLISHED DATE AND DESIRED TOPICS FOR THE NEXT BOARD OF DIRECTOR'S MEETING.**  
The Board will meet on April 20, 2019 at 9:00 AM for the Budget Work Study Session.  
The Board will have a telephonic Budget meeting April 26, 2019 at 5:00 PM.  
The next Regular Board Meeting and Budget Hearing will be held on June 15, 2019 at the Pine-Strawberry Fire Department at 9:00 AM.
13. **MOTION TO ADJOURN.**  
Mr. Langley moved to adjourn the meeting. Mr. McClung seconded. All say Aye. None say Nay. The meeting adjourned at 11:15 AM

Submitted By: \_\_\_\_\_