

MINUTES
PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT
PO Box 945, Pine, AZ 85544
March 19, 2016

Regular Meeting
Date: Saturday, March 19, 2016
Place: Pine/Strawberry Fire Department, Training Room
6198 W. Hardscrabble Mesa Road
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 9:02 AM by Chairman Allan Johnson.

2. ROLL CALL OF BOARD MEMBERS/DECLARATION OF QUORUM

Present - Jim Crews and Jim Semrad. Present by phone – Allan Johnson and Mike Roberts.
Others Present: Harry Jones, District Manager, Pat Watson.
A quorum is declared.

3. CALL FOR MOTION TO APPROVE MINUTES OF THE FOLLOWING MEETING HELD ON December 19, 2015 Regular Meeting.

Mr. Semrad moved to accept the minutes of the December 19, 2015 Regular Meeting. Mr. Roberts seconded. Roll Call: Mr. Crews, Dr. Johnson, Mr. Semrad and Mr. Roberts. All say Aye. None say Nay. Motion Passed.

4. CALL TO THE PUBLIC FOR INPUT ON SCHEDULED AGENDA TOPICS.

There is no public present.

5. REPORTS

a. Treasurer's Report

i. Balance Sheet

Mr. Crews reported our cash position is good. Mr. Jones explained there is \$41,000 held in reserves by WIFA and by PCCDWID.

ii. Revenues and Expenses

Mr. Crews reported operation revenues are right on budget and below on the expenses of \$20,000.

iii. Budget vs. Actual Comparison

We are \$30,000 net income above budget at eight months into the fiscal year.

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b. District Manager's Report

i. Depth to water in wells

Mr. Jones reported depth to water is normal for the time of year.

ii. Water Usage

Usage is about the same as last year with performance testing showing no major issues.

iii. Other current projects:

(a) Replacement of air lines and upgrade of motors and compressor fan blades at the wastewater treatment plant.

The problems have been addressed.

Mr. Jones announced the Pine/Strawberry Fire Dept. has a reduction in ISO rating from five to a four. The number one being the best. Customers should be provided this information.

6. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO the District adopting a proposed budget and a rate and fee schedule for the 2016-2017 fiscal year and to discuss a four year "work-in-process" financial plan in terms of revenues, expenses, capital projects, and financial reserves, so that such documents and preliminary proposed plans can be the topic of consideration at a public hearing to be scheduled for approximately June 18, 2016. Public participation and input is encouraged.

Discussion: Mr. Crews reviewed the Pre-Budget for the 2016-2017 fiscal year. There are no changes in the fee structure and the tax revenue will remain the same. There are no new customer hook-ups in the budget.

The Replacement Reserve could be used for major expenses if necessary. The Capital expense budgeted for the fiscal year is amounting to \$38,000 for coating the tank. Mr. Jones indicated that examination of the tank indicated a need at this time. Mr. Jones will obtain bids for this project.

Mr. Roberts asked about the Shallow Well replacement pump. Mr. Jones indicated the pump had been inspected and the wear should be okay to the 19-20 fiscal year.

Mr. Roberts brought up the recommended discussion from the December 19, 2015 meeting regarding a correction on the financial reports. The problem was researched and corrected.

Mike Roberts moved to accept the proposed PCCDWID Pre-Budget for the 2016-2017 fiscal year as presented. Mr. Crews seconded. Roll Call: All say Aye. None say Nay. The proposed Budget and Rate Fee Schedule is approved and Mr. Jones will publish the Budget as required.

7. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO establishment of a date and time for a hearing to take public comment on the proposed budget, rates, and fees.

Mr. Crews moved to establish June 18, 2016 at 9:05 AM for the hearing. Mr. Semrad seconded. Roll Call: All say Aye, None say Nay. Motion is approved.

8. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO Election of Officers for service to the District through the calendar year end 2016.

Mr. Crews moved to accept the slate as it currently stands. Dr. Johnson, Chairman, Mr. Cleary, Secretary, Mr. Crews Treasurer. Mr. Semrad seconded. Roll Call: All say Aye, None say Nay.

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There will be a Call for Election for the two Board Members, whose term expires December 31, 2016, at the June 18, 2016 Board Meeting.

9. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO APPROVAL OF CASH DISBURSEMENTS FROM December 1, 2015 through February 29, 2016.

Mr. Crews moved to approve. Mr. Semrad seconded. Roll Call: All say Aye. None say Nay. Motion approved.

10. CALL TO THE PUBLIC FOR NON-AGENDA ITEMS

There is no public present

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

The next regular meeting will be June 18, 2016 at 9:00 AM.

12. MOTION TO ADJOURN.

Mr. Roberts moved to adjourn the meeting. Mr. Crews seconded. All say Aye. None Say Nay. The meeting adjourned at 9:43 AM

Submitted By: _____