

PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT
PO Box 945, Pine, AZ 85544
Phone (928) 476-2260
NOTICE AND AGENDA OF REGULAR MEETING
OF THE BOARD OF DIRECTORS

Date and Time:
Saturday, December 11, 2021 at 9:00AM

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

Teleconference Number: 1-877-594-8353, Participant Pass code 20932491#

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

**Covid-19 restrictions on social distancing, temperature tests and masks may be
required, for entry**

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), (A)(4) or (A)(7) for legal advice with the District's attorney or others 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 18, 2021 Regular Meeting
4. CALL TO THE PUBLIC FOR INPUT ON SCHEDULED AGENDA TOPICS
(see footnote below regarding procedures)
5. TREASURER'S REPORT
 - a. Balance Sheet
 - b. Revenues and Expenses
 - c. Budget vs. Actual Comparison
 - d. Status of Contingency/Reserve Accounts
 - e. Check Registers/Cash Disbursements for last three months (vote of Board required)
6. DISTRICT MANAGER'S REPORT
 - a. Depth to Water in Wells
 - b. Performance of wells
 - c. Water Usage
 - d. Status of Elk Rim construction and other new homes inside HOA gate.

- e. Status of replacement of flow meter and re-install of shallow well components after determining cause of reduced pump yields.
 - f. Status of failed lead and copper testing at the lab building at WWTP.
 - g. Status of 2" water main leak at lots 4/5 in Elk Rim.
 - h. Status of repair of copper tubing on the 6" PRV pilot valve Fox Hat PRV vault that was causing excess pressure at the lower end of the distribution system.
 - i. Status of repair of the post processing outflow pumps at WWTP lift station.
 - j. Status of repair of the 25 year old underground meter and lab readout at WWTP that measures system inflow and the resulting outflow to the evaporation/percolation pond.
 - k. Status of installation of air blower back flow prevention devices at WWTP.
 - l. Installation of Variable Frequency Drive at WWTP blowers.
 - m. Status of fire hydrant inspection and repairs.
 - n. Results of weed abatement efforts at the WWTP pond.
 - o. Planned HOA upgrade of the asphalt surface of the shared use driveway at the well site and installation of "No Parking" signs on the driveway and in front of all PRV vaults.
 - p. Fire Department inspection of District office building and other facilities.
 - q. HOA repair of bar ditches at Elk Rim lot 49 and cleaning out of the cement lined erosion control ditch at the WWTP.
 - r. Possible request by Rick Vesci and Randal Family trust to provide water and sewer services to three large lots between Elk Rim and the LDS church.
 - s. Possible acquisition of well by exit gate.
 - t. Status of possible water sales to PSWID.
7. DISCUSS AND TAKE POSSIBLE ACTION RELATED to election of Board officers for the 2022 calendar year.
 - 8 DISCUSS AND TAKE POSSIBLE ACTION RELATED to approval of the annual CPA Financial Statement Review Report from Heinfeld Meech.
 9. DISCUSS AND TAKE POSSIBLE ACTION RELATED to approval of the Revolving Line of Credit Agreement with Chase Bank that allows the District, as a safety valve, to borrow up to 100% of the property taxes levied at any time prior to their collection by the County Treasurer.
 10. DISCUSS AND TAKE POSSIBLE ACTION RELATED to approval of various actions to investigate the possible wear and resulting reduced output for each of the three pumps at the pump station that has had some intermittent discharge flow faults during fire hydrant testing.
 11. DISCUSS AND TAKE POSSIBLE ACTION RELATED to cash balances in terms of scheduled future discussions concerning establishment of target levels of District financial reserves and possible changes in monthly rates and fees, property taxes, impact fees, reductions on loan balances, and future capital project requirements.

12. DISCUSS AND TAKE POSSIBLE ACTION to understand recent increases in unaccounted for water losses and to upgrade old or possibly all customer meters that are very likely reading water usage at less than actual usage. As part of any consideration of investment in new meters discuss and take possible action related to use of (a) available District cash, (b) WIFA grants or partially forgivable loans (highly likeable), or (c) to utilize funds possibly available through the new Federal Infrastructure Act of 2021 to pay for the project.
13. CALL TO THE PUBLIC FOR ANY NON-AGENDA ITEMS RELATED TO DISTRICT AFFAIRS (see footnote below regarding procedures).
14. CONFIRM ESTABLISHED DATE AND DESIRED TOPICS FOR THE NEXT BOARD OF DIRECTOR'S MEETING(S) scheduled as a regular meeting on March 19, 2022
15. 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.

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; 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.