

MINUTES  
PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT  
PO Box 945, Pine, AZ 8554  
December 14, 2019

Regular Meeting  
Date: Saturday, December 14, 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 9:03 AM by Chairman Allan Johnson.

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

Present - Jim Crews, Allan Johnson. Dave Karr and Bill McClung. Tom Kelly was present via telephone: Others Present - Harry Jones, District Manager, Pat Watson, Administrative Assistant and Tom Jones, Resident  
A quorum is declared.

**3. CALL FOR MOTION TO APPROVE MINUTES OF THE FOLLOWING MEETING(S) HELD ON:**

**September 21, 2019 Regular Meeting**  
**November 8, 2019 Special Meeting**

Mr. Jim Crews moved to accept the Minutes of the meetings listed above. Mr. Karr seconded. Roll Call: Mr. Crews, Dr. Johnson, Mr. McClung, Mr. Kelly and Mr. Karr. All say Aye. None say Nay. Motion Passed.

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

There was no public input.

**5. REPORTS**

**a. Treasurer's Report**

**i. Balance Sheet**

Mr. Crews stated we have \$183K cash consisting of \$97K in the Gila County reserve account and \$86K in the operating accounts. WIFA required reserve accounts total an additional \$76K of cash.

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#### **ii. Revenues and Expenses**

We are ahead of the revenue budget by \$13,450, ahead of budget for Property Taxes by \$4K, and \$14K under budget on expenses.

#### **iii. Budget vs. Actual Comparison**

All revenue and expense categories are as expected with net income ahead of budget by \$27K.

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

Mr. McClung moved to accept the check registers/cash disbursements for the last three months and Mr. Karr seconded. All say Aye. None say Nay. Motion passed.

### **b. District Manager's Report**

#### **i. Depth to water in wells**

Mr. Jones reported the depth to water near normal for the shallow well. The deep well is about the same as it has been in past years. The by-pass valve on the deep well has been replaced.

#### **ii. Water Usage**

Water usage is comparable to historical numbers.

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

Three more impact fees from Elk Rim have been paid in December, so another \$26,400 is added to cash balances.

#### **iv. Emergency Call Procedures.**

After discussion, it was suggested to include an additional line on monthly bills referring to emergency call procedures.

#### **v. Reserve/Contingency Cash Balance Review**

After discussion, it was decided to include a more definitive targeted dollar amount on the agenda for the next budget session. It was noted that the cash position has increased from \$12K in 2008 to over \$225K currently, and it would have been negative had the District not ridden creditors by up to \$58K in the early years. It was agreed the District Manager should include a cash flow statement in future board books.

#### **vi. Pricing for Emergency Bulk Water Sales**

After discussion, it was decided to place this item at the next budget session. It was noted the Board had already approved a \$25.00 price per 1,000 gallons when we were approached by the Pine-Strawberry District that had expressed an interest in bulk water purchases.

### **6. CALL TO THE PUBLIC FOR NON-AGENDA ITEMS**

Mr. Tom Jones asked what determined the asset life used in depreciation calculations. The District Manager stated he used the industry standard asset life.

### **7. CONFIRM ESTABLISHED DATE OF THE NEXT BOARD OF DIRECTORS MEETING TO BE HELD:**

Correction on the Agenda. There is no January Meeting scheduled

The regular meetings scheduled for 2020 are:

March 21, 2020, June 20, 2020, September 19, 2020 and December 12, 2020.

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- 8. **MOTION TO ADJOURN.**  
The meeting was adjourned at 10:20 AM

*Submitted By:* \_\_\_\_\_ *Posted as of* \_\_\_\_\_ *M*