

Pine-Strawberry Water Improvement District

Support Services Committee Meeting Minutes

Friday, February 16, 2018 at 3:00 p.m. – 6306 W Hardscrabble Rd., Pine, AZ 85544

1. Call to Order – Chairman McCoy called the meeting to order at 2:55 p.m.
2. Roll Call of Committee Members – Conducted by Chairman McCoy; Committee members present: Sharon Hillman, Pam Mason, Forrest McCoy and Sam Schwalm.
3. Pam Mason made a motion to approve the minutes from the June 29, 2017 meeting. Sharon Hillman seconded the motion. The motion carried unanimously.
4. Consider and Discuss comments from the Public – There were no public present
5. Old Business – None
6. New Business – A - Discussion regarding the RFQ for Legal services for a new attorney for the District. David Brown gave Forrest McCoy a recommendation and Mr. McCoy talked with Riley Snow from Scottsdale, AZ prior to the meeting. Mr. Snow is very interested in being considered and will be sent an invitation to prepare the RFQ for the District. Mr. McCoy also had a listing of attorneys from the internet to use for selection as well. Staff provided the committee with the 2014 RFQ file for legal services for reference and Mr. McCoy took the file to due further review for coming up with a list of potential attorneys to include for this RFQ. The committee reviewed the updated RFQ provided to determine the dates required for the RFQ. After the review, changes were made to the RFQ to reflect the dates chosen for release date of February 28, 2012 with the submission date of March 21, 2018. Item B from the Agenda was considered the scope of work and since Item #6 says coordinate with other counsel as needed to ensure proper management of legal issues and proper coordination and transition of legal issues among legal counsel. Therefore, a second RFQ will not be issued for any litigation issues at this time. A motion by Sam to use the RFQ as revised in search for a new attorney for the District. The motion was seconded by Pam Mason. The motion carried unanimously. Further discussion regarding the selection of a new attorney and where to advertise for the District will take place on Friday, February 23rd at 3:00 p.m.
7. Pam Mason made a motion to adjourn the meeting at 4:06 p.m. Sharon Hillman seconded the motion. The motion carried unanimously.