

PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT

**SUPPORT SERVICES COMMITTEE MEETING**

Meeting Minutes from Wednesday, January 20, 2016 at 6:00 pm  
PSWID Administrative Offices  
6306 W. Hardscrabble Mesa Road Pine, AZ 85544

- I. **CALL TO ORDER** – *The meeting was called to order at 6:15 pm*
- II. **ROLL CALL OF COMMITTEE MEMBERS** - *Paul Randall, Sam Schwalm, Windy Dravillas and Rus Brock were present. Trent McNeely, Ric Hawthorne, and Pam Mason were absent.*
- III. **APPROVAL OF MINUTES**  
*Review Minutes from the December 5, 2015 meeting – the minutes were not provided for review.*
- IV. **REGULAR AGENDA ITEMS:**
  - A. Information/Discussion/Action regarding the RFQ's for Engineering Services submitted in response RFQ # 2015.002.  
*The Committee reviewed the Agreement for Professional Engineering Services submitted by EPS and agreed to a number of proposed revisions that, with Board concurrence, will be submitted back to EPS for their consideration. The Committee also agreed to request EPS to submit a revised Billing Rate and Fee Schedule.*  
*The Committee also agreed to request a fee schedule from Dibble Engineering with Board concurrence.*
  - B. Information/Discussion/Action regarding hiring a manager for the District.  
*The Committee took no action on the District Manager job posting pending a draft job description which has not been prepared yet.*
  - C. Information/Discussion/Action on future agenda items.
- V. **CALL TO THE PUBLIC** - *There was no public at the meeting.*

A motion was made by Sam Schwalm and seconded by Paul Randall to adjourn. The meeting adjourned at 7:28 pm.