

## PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT

**SUPPORT SERVICES COMMITTEE MEETING**

Thursday, February 11, 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 6:00 pm*
- II. **ROLL CALL OF COMMITTEE MEMBERS** - *Paul Randall, Sam Schwalm, Trent McNeely, Pam Mason and Rus Brock were present. Ric Hawthorne, and Windy Dravillas were absent.*
- III. **APPROVAL OF MINUTES**

Review Minutes from the December 5, 2015 meeting – *a motion to approve the minutes was made by Trent McNeely and seconded by Sam Schwalm. Pam Mason abstained. The minutes were approved.*

Review Minutes from the January 20, 2016 meeting - *a motion to approve the minutes was made by Paul Randall and seconded by Sam Schwalm. Pam Mason and Trent McNeely abstained. The minutes were approved.*
- IV. **REGULAR AGENDA ITEMS:**
  - A. Information/Discussion/Action regarding the proposed Agreement for Engineering Services submitted by EPS Group, Inc.

*The Committee reviewed the revised Agreement for Professional Engineering Services submitted by EPS on January 26, 2016. The Committee also reviewed the comments submitted by the District's attorney and by manager, Harry Jones and revised the wording in a few places. Rus will submit the additional changes to EPS for consideration.*
  - B. Information/Discussion/Action regarding the draft job posting for a manager for the District.

*The Committee reviewed a draft job posting for a District Manager and agreed upon a number of changes. Upon incorporation of the changes the job description will be submitted to the District's attorney for review. The Committee agreed that it was still the goal to present the draft agreement to the Board for consideration at its February 18<sup>th</sup> meeting.*
  - C. Information/Discussion/Action on future agenda items.

*Unless given additional assignments by the board the Committee has no outstanding tasks to complete.*
- V. **CALL TO THE PUBLIC** – *Ron Calderon asked a question regarding the manner in which the District's property tax is assessed. Not being within the scope of the Committee it was suggested that Ron attend the regular Board meeting on February 18<sup>th</sup>.*

**The meeting was adjourned at 8:00 pm.**