

**PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT, (PSWID)
PUBLIC NOTICE**

Support Services Committee Meeting

Meeting Minutes from August 26, 2014

- I. **CALL TO ORDER**
Rus Brock called the meeting to order at 6:03 pm.
- II. **ROLL CALL OF COMMITTEE MEMBERS**
Paul Randall, Sam Schwalm, Pam Mason, Ric Hawthorne, Rus Brock, Trent McNeeley and Windy Dravillas were present.
- III. **APPROVAL OF MINUTES**
Sam Schwalm moved to approve the minutes from August 1, 2014 meeting as written. Ric Hawthorne seconded the motion and the members approved the minutes unanimously.
- IV. **REVIEW AND DISCUSS** the responses to the RFQ for Attorney Services received prior to 5:00 PM, August 22, 2014 deadline.
The Committee members discussed each of the five responses noting the strengths and weaknesses of each response. Larger firms versus smaller firm; experience directly related to water improvement districts versus a more broad range of experience and fee structure.
- V. **INFORMATION/DISCUSSION/ACTION** regarding a work plan to complete the RFQ evaluation tasks assigned to the Support Services Committee by the PSWID Board at its August 21, 2014 meeting.
The Committee agreed that each member should evaluate and score each RFQ response and the Committee would meet again to vote on the top two or three firms to recommend to the full Board.
- VI. **CALL TO THE PUBLIC** – no public was in attendance.
- VII. **INFORMATION/DISCUSSION/ACTION** to identify future agenda items.
- VIII. **INFORMATION/DISCUSSION/ACTION** regarding the next meeting date. The Committee agreed to meet again on Tuesday, September 2, 2014 at 6:00 pm.

The meeting adjourned at 7:22 pm on a motion by Sam Schwalm and a second by Paul Randall.