

PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT

SUPPORT SERVICES COMMITTEE MEETING

Meeting Minutes from Saturday, December 5, 2015 at 4:00 pm
PSWID Administrative Offices
6306 W. Hardscrabble Mesa Road Pine, AZ 85544

- I. **CALL TO ORDER** – *The meeting was called to order at 4:00 pm*
- II. **ROLL CALL OF COMMITTEE MEMBERS** - *Trent McNeely, Paul Randall, Sam Schwalm and Rus Brock were present. Ric Hawthorne, Pam Mason and Windy Dravillas were absent.*
- III. **APPROVAL OF MINUTES**
Review Minutes from the October 27, 2015 meeting – Sam Schwalm moved to approve the minutes, Trent McNeely seconded the motion and the minutes were approved without revision.
- IV. **REGULAR AGENDA ITEMS:**
 - A. Information/Discussion/Action regarding the RFQ's for Engineering Services submitted in response RFQ # 2015.002.
The Committee reviewed submittals received from CVL Consultants, Dibble Engineering, EPS Group, Shephard Wesnitzer, Inc., and Sunrise Engineering. The Committee concurred that gathering additional information about the three firms that appeared to most closely meet the needs of the District through interviews was necessary prior to making a recommendation to the Board.
The Committee also acknowledged that completing those interviews and presenting a recommendation to the Board by December 17th as originally scheduled was not realistic.
 - B. Information/Discussion/Action regarding hiring a manager for the District.
Rus updated the Committee on the Board's plan to have a special Board meeting to discuss the Manager position. The Committee has no current assignment but may be given additional tasks following the special Board meeting.
 - 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 Trent McNeely and seconded by Paul Randall to adjourn. The meeting adjourned at 4:38 pm.