

**Clear Creek Pines Unit Two Water Well Users Association, Inc.**

**2019 Annual Shareholder's Meeting Minutes  
September 1, 2019**

The Annual Shareholders Meeting for Clear Creek Pines Unit Two Water Well Users Association, Inc. was held on Sunday, September 1<sup>st</sup>, 2019 at 215 Long Valley Road, Happy Jack, Arizona 86024 (Lot #33, Clear Creek Pines Unit Two). Since 31 shareholders were present along with 7 shareholders by proxy, the By-Law requirement for a majority of 55 shareholders was satisfied. Joe Miller, President of the Corporation presided as the meeting chairman and Jennifer Haggard, Secretary of the Corporation recorded the meeting minutes.

The 2018 Annual Meeting Minutes were presented by Steve Lightfoot and approved.

The 2018 Financial Report prepared by Heritage Certified Public Accounts, PLLC was reviewed by Jo Fuson, Treasurer of the Corporation, and approved.

The summary of the annual revenue and expenses for years 2006 through 2019 year-to-date was presented by Jo Fuson. This annual financial comparison report provides a compact summary of the operating and maintenance history of the water system.

The summary of the maintenance and system operating status was presented by Joe Miller, President and Scott Unglaub, Operations & Maintenance Officer, which provided an overview of accomplishments, planned and completed projects and maintenance concerns over the last year.

Randy Garrison, Water Quality Liaison, summarized that the water system complies with ADEQ standards for operation and water testing. Randy also reviewed the ADEQ inspection findings from the required tri-annual system field inspection which showed no reportable deficiencies, and the water distribution system was found to be in proper working order. The water system certified operator services for testing and other compliance with ADEQ are provided by Rim Country Water Testing (Don Ascoli).

Randy Garrison also summarized the meeting on March 30, 2019 with Joe Miller, Scott Unglaub, Randy Garrison and Coconino County Supervisor Jim Parks to discuss Water System concerns regarding road work being done within the subdivision. The Water Main was exposed at Lot 22 to determine depth and remedy. At Lot 33 it was determined that the Water Main would need to be moved and a 10 ft section of culvert added to driveway entrance. Coconino County agreed to haul in more road material and supply a section of culvert. CCP Water system would provide labor and materials to move Water Main.

The recommendation to replace the East tank (Tank A) which is showing extended signs of deterioration was presented by Joe Miller, President of Corporation. The motion was seconded and approved.

The Board of Directors recommended an annual assessment of \$300 per lot for September 2019 through August 2020. The current bank balance is \$33,538.45. A \$300 assessment will collect \$15,900 in revenue for a total of \$49,438.45 in funds for the next 12 months to cover estimated operating expenses and planned maintenance of \$12,000, approximately \$15,000+ in expenses related to the tank replacement (Tank A) and a reserve for additional maintenance and repairs. The 2019-2020 water assessment of \$300 per shareholder lot was unanimously approved.

It was motioned and approved to retain the current board of directors: John Chappel, Jo Fuson, Randy Garrison, Joe Giuliano, Jennifer Haggard, Rick Johnson, Steve Lightfoot, Joe Miller, John Popp and Scott Unglaub.

The meeting was voted to adjourn.

Respectfully submitted,

  
Jennifer Haggard, Secretary