

**Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
November 14, 2019**

Call to Order:

7:07 P.M.

TWSD Board Members Present:

Larry Morris, Barry Gager, Gary Cammarata, Duff Comstock and Bruce Boydston.

Other TWSD Present:

Edd Berchem (TWSD accounting services)

Resident Present:

Mike Owen (Lot# 100)

Resident Discussion:

None

Minutes:

The draft TWSD Board minutes as presented for the 10-10-2019 monthly Board of Directors meeting was approved by the Board (4-0). Bruce Boydston abstained because he did not attend the 10-10-2019 Board meeting.

Financial:

Accounts payable was reviewed by the Board. Independent Bank (Guaranty Bank) checks dated 11-14-2019 (# 9036 - #9046) were signed. All check payments were unanimously approved for issue (5-0) by the Board.

Checks Printed Independent Bank (Guaranty Bank) and issued (11/14/2019) for billings were #9036 through #9046. Beginning check #9036 reconciles to check #9035 issued on 10/28/2019.

Register Independent Bank (Guaranty Bank) - Cash Reserve Report – Reconciliation – The beginning cash balance (11/14/2019 report) does reconcile to the ending cash balance from the prior monthly Board meeting (10/10/2019 report).

Register (Chase Bank) - Cash Reserve Report – Reconciliation - The 11-14-2019 Report beginning balance (9/30/2019 balance) reconciles to the ending balance from the prior month (9/30/2019 balance).

Register (UBS) - Cash Reserve Report – Reconciliation - The beginning balance 11-14-2019 Report (9/30/2019) reconciles to the ending balance from the prior month (9/30/2019).

TWSD Financial Statements for January 1 – October 31, 2019.
The Financial Statements were reviewed. The Board unanimously accepted the Financial Statements (5-0).

Cut-Off List – The Cut -Off List was reviewed by the Board. No exceptions were noted.

Flash Drive Exchange – The Treasurer and Accounting Services did exchange accounting transaction back up flash drives.

Budget 2020

Fire Hydrants – The Board discussed the need to replace certain damaged or leaking fire hydrants. Funding for hydrant replacing hydrants to be included in 2020 Budget.

Water Meters – About 1/3 of the District’s water meters have been replaced and upgraded. The Board discussed the cost of replacing another 1/3 of the meters. Funding of additional new meters will be in the 2020 Budget.

Ground Water – Easements, pre-engineering and legal costs for developing Lambert ground water were discussed and funding allocated to the 2020 Budget.

Resolutions / Budget – On December 12, 2019 the TWSD Attorney will attend the Board meeting in order to formalize the 2020 TWSD Budget.

Old Business:

System operation – Pumps, SCADA and Chlorine are all OK.

Billing System – The Billing System was discussed. Difficulties with inputting data and contacting the vendor were reviewed. The system is not programed to be “Table Driven”. This requires reprograming for each water rate change that may be made by the Board.

Rural Water Authority of Douglas County – The possibility of creating a Foundation as a charitable funding source for the RWADC seems to be getting closer to reality. Bylaws and articles of incorporation are being drafted. The RWADC has about \$1,000 in its treasury.

Lambert Ranch – No new information is available.

Dominion Water – In the October meeting the TWSD Board discussed contacting Dominion Water and Sanitation District and Douglas County to obtain additional information on operational water delivery, costs and financing. The Board did contact DWSD and received a User Policies Manual and a Project Overview map. TWSD will continue to work with DWSD in order to obtain more information on Dominion costs. In addition, Douglas County will be addressed in order to obtain all available information concerning possible funding sources.

New Business:

Accounting Services and Meter Reading – The rate of pay for accounting services and meter reading was discussed by the Board. An increase was approved by the Board 5-0.

Commencing with the December 12, 2019 Board meeting TWSD will pay \$900 a month for accounting services. Commencing with the end-of-November meter readings, TWSD will pay a flat monthly rate of \$500 for meter readings.

In addition, a \$250 one-time bonus will be presented for accounting services at the December 12, 2019 TWSD Board meeting.

Adjourn:

9:00

Submitted by:

Gary D. Cammarata
TWSD Board Secretary