

**Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
June 14, 2018**

Call to Order:

7:08 P.M.

TWSD Board Members Present:

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

Other TWSD Present:

Edd Berchem (TWSD accounting services)
David B. Green CPA (TWSD financial auditor)

Residents Present:

None

Minutes:

The draft May 10, 2018 monthly Board meeting minutes was approved, subject to making discussed changes, by the Board 5-0.

Financial Audit:

David Green CPA (financial auditor) reviewed the DRAFT of the TWSD financial audit report for December 31, 2017 and 2016.

The Auditor's Opinion/ Report was the financial statements present fairly, in all material respects, the respective financial position of the business-type activities of the Thunderbird Water and Sanitation District as of December 31, 2017 and 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Financial:

Checking Account Signatures – The Board discussed the required signatures on the Board's two checking accounts at two different banks. Board procedures require two signatures on one account but only one signature on the second account. The treasurer will review both accounts to determine the feasibility of requiring two signatures on checks for each account. In addition, both banks will be asked about the banks' ability to stop the processing of a two-signature check if it should only have one signature.

Checking Account Register – One of the Board's two checking accounts has its checks accounted for on a check register which is

approved by the Board at each monthly meeting. The other checking account has a check register, but it is not approved by the Board because of the infrequency of using checks from this account. The Board discussed the use of and monthly approval of a check register for each checking account. TWSD Accountant will present a check register for each checking account at each monthly Board meeting.

Accounts payable was reviewed by the Board. Checks dated June 14, 2018 were signed and **unanimously approved** (5-0) by the Board.

Checks Hand Written (printer malfunction) and issued (6-14-2018) for billings (Guaranty Bank and Trust) were #8805 through #8817. Beginning check #8805 reconciles to check #8804 issued on 5-10-2018.

Register - Cash Reserve Report – Reconciliation – There was no report presented to the Board due to Accounting printer problems. After the Board meeting, the TWSD accountant submitted Email reports enabling the Board to reconcile the beginning balance (6/14/2018 report) to the ending balance from the prior monthly Board meeting report (5/10/2018 report).

TWSD Financial Statements for January 1 –May 31, 2018. There were no Financial Statements due to Printer malfunction

Water use New Billing System – The Board discussed the test use of the new billing system for the first quarter of 2018. Ed Berchem indicates the new billing system is working adequately. Some of the terminology is different from the old system and definitional adjustments are required. The format of the billing statements was also discussed, and adjustments suggested.

Back up flash drive was not exchanged between the Treasurer and Accounting Services.

Old Business:

System operation – The chlorine system, pumps and SCADA system are working properly. A chlorine pump malfunctioned. It is still under warranty. The pump was sent back to the distributor for repair.

Rural Water Authority of Douglas County – The Authority had its seminar on well drilling and permitting. Turn out was not good. Only about 15 people showed up. Barry Gager (president of the RWADC) gave a talk to the Rotary Club about the purpose of the Rural Water Authority. The Authority is in the process of notifying its management company that it will no longer be needed. There is potential funding for the well water level monitoring program. The funding would come from the USGS and the Colorado Water Conservation Board. The Authority is in the process of creating a new Web Site.

Lambert Ranch - There is no additional information on the status of obtaining water well and utility easements on Lambert Ranch. The survey documentation is with the TWSD Attorney.

New Web Site – The new Web Site is in the final stage of development. The Board viewed the new Web Site. Improvements were suggested by Board members. Problems such as with Board minutes, font size, font boldness and Home page appearance were discussed. Barry Gager is the Web System administrator and will relay the information to the Web Site Creator

New Business:

Dominion Water and Douglas County – Barry Gager and Larry Morris met with Douglas County (D.C.) Planning Representative Katy Rider and another D.C. person who is the current representative on the Metro Round Table. The meeting was about Dominion Water.

The reason for the meeting was to discuss the possibility of getting a grant to do a feasibility study of constructing a water pipeline from Dominion Water to TWSD's largest storage tank. The D.C. people said that it was possible to get the referred to grant, but first TWSD must poll all its water customers to determine if a majority of its customers are willing to proceed. The TWSD representatives indicated that they thought the suggested polling would take a considerable amount of time. The D.C. people agreed and said that a large amount of time would be saved if TWSD could go directly to Colorado Water Conservation Board.

D.C. suggested that TWSD should start with talking with a Roxborough representative because Roxborough has already gone through a similar process in the past and they received grants. The Roxborough representative is also on the Metro Round Table.

Barry Gager met with the Roxborough representative. She gave costs such as half million dollars per mile. She also gave a little more information about the total process, timing, guidelines, descriptions of goals, matching requirements (25%), objectives and due dates.

To take the first step, Barry will be submitting a brief information page(s) to the Colorado Water Conservation Board which will include information obtained from Dominion Water.

Adjourn:
10:06 P.M.

Submitted by:
Gary D. Cammarata
TWSD Board Secretary