

**Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
October 10, 2019**

Call to Order:

7:10 P.M.

TWSD Board Members Present:

Larry Morris, Barry Gager, Gary Cammarata and Duff Comstock (Bruce Boydston was not able to attend the meeting)

Other TWSD Present:

Edd Berchem (TWSD accounting services)

Residents Present:

None

Minutes:

The draft TWSD Board minutes as presented for the 9-12-2019 monthly Board of Directors meeting was approved by the Board (3-0). Bruce Boydston did not attend the meeting and Barry Gager was not at the meeting until after the vote was taken.

Financial:

Accounts payable was reviewed by the Board. Independent Bank (Guaranty Bank) checks dated 10-10-2019 (# 9022- #9034) were signed. All check payments were unanimously approved for issue (4-0) by the Board.

Checks Printed Independent Bank (Guaranty Bank) and issued (10/10/2019) for billings were #9022 through #9034. Beginning check #9022 reconciles to check #9021 issued on 9/12/2019.

Register Independent Bank (Guaranty Bank) - Cash Reserve Report – Reconciliation – The beginning cash balance (10/10/2019 report) does reconcile to the ending cash balance from the prior monthly Board meeting (9/12/2019 report).

Register (Chase Bank) - Cash Reserve Report – Reconciliation - The beginning balance (9/30/2019 balance) reconciles to the ending balance from the prior month (8/30/2019 balance).

Register (UBS) - Cash Reserve Report – Reconciliation - The beginning balance (9/30/2019 report) reconciles to the ending balance from the prior month (8/30/2019 report).

TWSD Financial Statements for January 1 – September 30, 2019.

The Financial Statements were reviewed. The Board unanimously accepted the Financial Statements (4-0).

Billing Register – The Billing Register 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.

Old Business:

System operation – Pumps, SCADA and Chlorine are all OK. However, there has been a problem with the CenturyLink phone bill for the SCADA system. There have been several charges for Directory Assistance. Larry Morris is following up to get problem corrected.

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

Barry Gager (Treasurer) will contact the Billing program vendor to discuss the problems and their possible resolution.

Meter Pit Availability- Some construction, such as fences, has blocked access to meter pits. The TWSD Board has drafted guidelines for construction in Indian Creek Ranch that would always allow easy access to the meter pits.

Guidelines have been formulated and approved by the Board and will be sent with the next billing, on the Web Site and through blast email. In addition, the Board will discuss the problem with the ICRIA Board and see if a meter pit accommodation can be incorporated into the ICRIA construction approval process.

Rural Water Authority of Douglas County – Directors of the RWADC are studying the possibility of changing its organizational structure to that of a foundation. The organization is down to about \$1000 in the bank. The management company is still doing the management functions but not charging for the time being. The organization is still waiting to get its WEB Site functioning.

Lambert Ranch – The TWSD attorney indicates that he is still in the process of getting easement information to the appraiser.

Dominion Water – The Board discussed Dominion water and will contact Dominion and Douglas County to obtain additional information on operational water delivery, costs and financing.

New Business:

Budget 2020 – Barry Gager (Treasurer) distributed preliminary Budget (2020) documents. The Board will review the documents and be prepared to make suggestions at the November 14, 2019 meeting.

Adjourn:

9:20

Submitted by:

Gary D. Cammarata
TWSD Board Secretary