

**Traverse Ridge Special Service District Administrative Control Board**  
**Minutes of February 23, 2016 Meeting**

1. Meeting called to order at 7:06 PM by Chair Amy Baird and called the roll for all Board members present. They were Amy Baird, Dan Wheatley, Blaine Carlton, Nathan Lunstad and Edan Jorgensen.

Opened up to public comments. Doyle Judd thanking TRSSD board for their work.

2. Approval of December 1, 2015 minutes. Motion made by Nathan Lunstad after corrections on item 6 of misspelled name, Second by Dan Wheatley. All in favor.
3. Approval to pay bills. Attorney bill of \$200.00 and \$51.79 office expenses reimburse to Amy Baird. Motion made by Blaine Carlton, Second by Nathan Lunstad. All in favor.
4. HBME Robert Wood the external Draper City Auditor. Discussion if the TRSSD should consider using this auditor. Robert had already met with Blaine Carlton and Bob Wylie. Robert went over the compliances and procedures we need to use to follow the state codes. Robert stated we are a blended component of Draper City. We need to have a full audit every year. Robert will contact Draper City to find out when the remaining TRSSD funds will be deposited and where are the county taxes being deposited since its not going into the current TRSSD PTIF bank account. Robert let us know that our 2014-2015 fiscal year financials were already done and approved by Draper City. The TRSSD needs to decide if we want stand alone financials or include them with Draper City financials.
5. Discussion of creating a website for TRSSD. Cost is \$500. The website can be set up to do surveys, residents to ask questions. Amy will get more information before deciding. Rodney Smith a SunCrest Resident offered his company services to create TRSSD website. Motion made to table until further questions get answered by Blaine Carlton, Second by Edan Jorgensen. All in favor.
6. Shelton Deckart with Moreton Insurance. Blaine inquired about a bond that covers the whole board not just the Treasurer. Shelton mentioned that a Crime policy would cover the remaining board members from theft of funds. Directors and Officers policy would cover the board in the event they are sued. General Liability Insurance would cover damage done on roads by light poles or our equipment. Cyber policy for website. Auto Policy would been needed if the equipment is titled over to us.
7. Discussion of the Interlocal Agreement of the Road Maintenance. Draper City reviewed it and rejected it February 2, 2016. The agreement was to define the word "Maintenance". The TRSSD board believes the word means above 2" of road repair. Draper City believes the "Maintenance" means reconstruction of the roads.
8. Member Reports : none
9. Resident Comments;
  - a. Rodney Smith: We should have a separate auditor from Draper City.
10. Adjourned the meeting at 8:41 pm and go into a closed meeting.