

## **Traverse Ridge Special Service District Administrative Control Board**

### **Minutes of November 29, 2016**

- Meeting called to order at 7:02 PM by Chair Amy Baird and called the roll for all Board members present. They were Amy Baird, Nathan Lunstad and Paul Tonks. Blaine Carlton and Dan Wheatley were excused.
- Approval of October 6, 2016 Minutes. Paul Tonks makes a motion to approve, Nathan Lunstad seconds, all in favor.
- Discussion of the outcome of the TRSSD Audit. We did a financial audit and state compliance audit findings. The financials will be included with Draper City's financials like it's been done in the past. Three items that were found that we need to work on.
  - The financial reports should be discussed quarterly to the TRSSD Control board during the meetings.
  - We are over the general fund balance required by the maximum amount allowed.
  - Cash management. The treasurer should file a money report with the Utah Treasurer office every six months.
- Approval to change out the current broken light poles with the new city standard poles. Paul Tonks makes a motion to approve the new poles, Nathan Lunstad makes a second. All in favor.
- Approval to add three additional new light poles along SunCrest Dr. Cost is \$8,500 per pole. Discussion about safety and can't see the roads at night or in winter storms. Paul Tonks makes a motion to approve four new light poles. Amy Baird makes a second. All in favor.
- Approval to pay the following bills:
  - \$2,804.29 to pay invoice for repairing the two message signs.
  - \$150.00 to pay accountant Doyle Judd. He is also resigning.
  - \$3,600.00 to pay the auditor
  - \$285,382.00 balance left to pay Draper City for last year's snow removal, salt, admin, big yellow storage and light repair.
  - \$6,280.05 to pay Draper City for quarterly billing on road maintenance and message sign repair.

Amy notified the balance in each bank account. Nathan Lunstad makes a motion to pay these bills and Paul Tonks makes a second. All in favor.
- Approval to transfer funds from the PTIF account to Wellsfargo to pay the bills. Paul Tonks makes a motion to transfer \$60,000 from the PTIF account into the Wellsfargo account. Nathan Lunstad makes a second. All in favor.
- Discussion of updating the snow removal agreement. We need to change some of the wording since we don't own the equipment. Amy can create some changes and Paul will review the new agreement.
- Member reports
  - Amy did say we received the check for the equipment from the city of \$230,000
  - Paul Tonks will do training for the board on the open meetings act that is required once a year.
  - Nathan wanted to know if the city has replaced the little reflector lights. Amy said yes. Nathan wanted to know if anyone has applied to fill Blaine position since his term is up. Amy said only Blaine has applied.
- Public Comments
  - Preston King wanted to know if the Audit be available online for review?
  - Preston King wanted a light and a reflector at the entrance of Eagle Ridge.
  - Linda Nowak wanted to know if they two new developments will be in the TRSSD district.
- Adjourned the meeting at 7:54 pm. Motion made by Paul Tonks and seconded by Nathan Lunstad, all in favor.