

**Timber Lakes Water
Special Service District**
Wasatch County Offices
25 North Main
Heber City, UT 84032
435-654-0125
01/17/12
6:00 p.m.

Board Meeting Minutes

Chairman: Neil Anderton

Note Takers: Carol Baker and Sherry Valdez

Board Attendees: Neil Anderton, Ralph Lewis, Mike Wheelwright, Greg McPhie, Leno Franco and David Hansen.

TLW Personnel and Legal Counsel Attendees: Jody Defa, Carol Baker, Sherry Valdez, Duane Moss. Jared Moss was excused.

Guests: Kathi Wheelwright

Meeting began at 6:00 p.m.

Neil Anderton presented Leno Franco with a plaque of appreciation. David Hansen, Mike Wheelwright and Ralph Lewis were presented plaques as well at the Christmas dinner.

Approval of December Board Meeting Minutes: The December minutes were reviewed. **David Hansen made the motion to accept the minutes with the amended changes. Greg McPhie seconded the motion. The motion passed unanimously.**

Warrant List: The Board reviewed the warrant list. The check numbers started at 9935 and ended at 9994. The Board questioned check number 9935. This check was issued to Scott James Jewelry for three plaques to Board Members. **Greg McPhie made the motion to approve the warrant list. Ralph Lewis seconded the motion. The motion passed unanimously.**

Old Business: Duane presented the Board with an updated version of the termination policy. The policy includes procedures on bankruptcies. The office will now process tax certifications more than once a year.

Old Tank: The decision was made to chlorinate the old tank and put it back into service as soon as weather permits. That way we can regain usage until such a time as the funds are available to sandblast and paint the tank, which is estimated between \$5,000.00 and \$7,500.00. **Mike Wheelwright made the motion to put the tank back in service as soon as the ground thaws. David Hansen seconded the motion. Motion passed unanimously.**

Update of Impact Fee Analysis: The results of Matt Millis from Zions Bank Public Financial, findings of the Impact Fee Analysis were discussed: (1) eliminating, (2) adjusting for specific bond maturities, and (3) continuing the fee structure as is for the current \$25.00 fee being charged to all lot owners. It was decided that when the 1998 bond matures, that we shall not drop the rates, in order to build up our reserves. We are going to have to look at a review of an increase by 2013, assuming there is no growth or development in the Timber Lakes area.

Since we have no way of projecting the years in advance, Timber Lakes Water S.S.D. will build the reserve as quickly as we possibly can. The Board is considering an adjustment on the water usage with a possibility of subsidizing water usage. David Hansen requested all data from last year's water usage, as well as the number of residents using water (in 500 gallon increments) to study this rate structure. **David Hansen made the motion to go with the 2nd option of Matt Milis' result findings, adjusting for specific bond maturities. Mike Wheelwright seconded the motion.**

Leno Franco agrees with this motion as long as he can verify all of the numbers that are being researched. Ralph Lewis abstained from this motion.

2012 Budget: The 2012 budget was approved on December 13, 2011. There is still the need to go over the actual numbers. A few of those items up for discussion are as follows: medical insurance and the 2011 assessment bond (pay principal back now in 2012). Zions verifies yearly but averages out over a period of time, water billing, capital fees improvement and collection fees.

Other Issues: The office asked the Board about the \$3,500.00 connection fee. The attorney, Duane Moss, confirmed that as of January 1, 2012 the connection fee will no longer be charged.

On another matter, Jody Defa was subpoenaed to court in regards to the theft that took place in the summer of 2011 at Timber Lakes Estates. The 4th District Court's decision was that the minor involved with the theft, would pay \$8,000.00 in restitution for the stolen property. It was declared that it is a 2nd degree felony. If the minor completes the required probation this felony will be dropped to a Class A Misdemeanor.

Cash Report: A discussion was made summarizing the cash report. A certain percentage of the bond service money will be held in a separate account. The reserve is built up to an estimated \$300,000.00.

Meter Issues: We have invested over \$4,000.00 in installing new meters and rebuild kits this past two months alone due to the freezing of the meters occurring up on the mountain.

Neil stated that we go from public meeting into executive meeting. Public meeting closed at 7:56 p.m. and moved into the Executive Meeting.

Executive meeting went into session at 7:57 p.m. The Executive meeting closed at 8:55 p.m., and Greg McPhie made the motion to adjourn the public meeting. Mike Wheelwright seconded the motion. The motion passed unanimously. Meeting adjourned at 8:56

Action Items:

- Greg and Leno will confirm the estimated number of people living in the Timber Lakes Subdivision.