

MINUTES OF A SPECIAL MEETING & WORKSHOP  
OF  
TRINITY BAY CONSERVATION DISTRICT

Wednesday, February 05, 2020  
9:00 O'clock A.M.

THE STATE OF TEXAS  
COUNTY OF CHAMBERS

The Board of Directors of Trinity Bay Conservation District met at the offices of the District in Stowell, Texas on Wednesday, February 05, 2020 with the following Directors present:

Mike Winzer	President
Gregg Turner	Vice-President
Tommy Gilbert	Secretary
Dorothy Hamilton	Member
Jeffrey Jenkins	Member

Also present were Sheri Jenkins, Danny Pringle, Jerry Shadden, Alejandra Ruiz, David Hoyt, TBCD Staff members; Pat O'Neil & Jeremy Triska of Wathen, DeShong & Juncker; Wade Thibodeaux, The Hometown Press; Gloria Roemer & Sharisa Nelson, The Seabreeze Beacon; Mike McBride, Mark Mitchell, Nicole Spears, Jerry R. Spencer, Richie Devillier, James Gibson, Bud Threadgill, Louie McLaurin, Donnie Self, Rick Nicely, Bobby Way

No one was absent.

President Winzer called the Special Meeting to order at 9:00 A.M.

The meeting was opened with a prayer.

Jerry Shadden led the Pledge of Allegiance to the American and Texas Flags.

**Agenda Item 3:**

Under Public Comment, Gloria Roemer expressed her concerned about funds being transferred from Drainage to Water & Sewer. Mr. Roemer stated that the District had not provided a sufficient response to authorization for authority to make interfund transfers and requested that the District seek an opinion from the Texas Attorney General.

**Agenda Item 4:**

Jeremy Triska of Wathen, DeShong & Juncker, presented the annual financial report for the year ended September 30, 2019. Mr. Triska advised that the Independent Auditor's Report indicated that the District had received an unqualified opinion and stated the financial statements of the District fairly, in all material respects the financial position of the government activities, the business-type activities and each major fund of the District for the period ending September 30, 2019. In presentation of the Independent Auditor's Report, Mr. Triska also provided a schedule of findings dated September 30, 2019 and accompanying schedules. The Board then recognized Pat O'Neil of Wathen, DeShong & Juncker who presented the Management Letter to the District and reviewed budgetary and other matters including notation of the allocation of 100% of the net pension liability to the General Fund of the District. Mr. O'Neil also reviewed recommendations on inventory evaluation, procurement, disposition of stale accounts receivable and updating of policy and procedures of the District and recommended adoption of a resolution ratifying resolutions presented to the bank's depository on check signing authority. Mr. O'Neil closed noting that the capitalization threshold for the District be raised to \$5,000. Finally, the District's auditor presented their report dated January 27, 2020 of compliance with professional standards that were required to be communicated to the Board including notation of journal entry adjustments. Questions followed from the Board.

The special meeting adjourned at 9:40 A.M. on a motion by Director Turner and seconded by Director Gilbert and it passed by a unanimous vote.

A recess was taken after the adjournment of the special meeting.

**Workshop**

The workshop meeting of the Board was convened at 9:55 A.M. Director Hamilton noted that due to a previous commitment, she would be unable to attend the balance of the workshop. Director Hamilton noted it was her continued recommendation that the District look at reduction of costs as the revenues of the District were not increasing, and the District would need to continue monitoring net revenues. Director Jenkins noted that the District had a significant water loss in the western portion of the District which contributed to revenue loss and to costs for treating the potable water supply that was not being reported in sales. Mr. Shadden replied

that the District had engaged JBS to help the District identify and locate possible causes for the extensive water loss in order to reduce related costs. The Board allowed members of the public to comment during the workshop, and questions were raised on the allocation of costs between the District's General Fund and Water & Sewer Fund and the transfers of funds from the General Fund to the Water & Sewer Fund. Additional questions followed on recommended policy and procedure changes and the conduct of another workshop session to discuss District rates and charges and customer policies.

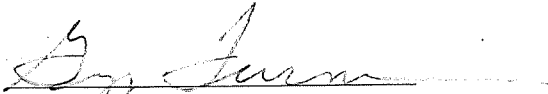
The Board with input from members of the community continued to discuss various policies of the District including a public comment and recording of Board session minutes. Members of the public noted concerns over the video taping section of the meeting, and a discussion followed among the Board, and it was noted that the policy would be revised to eliminate the prior notice requirements as long as any recording equipment did not interfere with the ability of any member of the audience to observe the meeting. Director Jenkins then asked for the basis for a Board meeting agenda policy requiring two Board members in addition to the President or General Manager to be required to place an item on the agenda. The Board entered a discussion, and the recommendation was made that any Board member be given the authority to place a matter on the agenda subject to a Director requesting an item be placed on the agenda provide all of the necessary supporting information to the District for distribution to other Board members prior to such agenda item being posted.


Discussions were held on various Financial subjects.

Discussions were held on various Policies.

The Workshop adjourned at 11:41 A.M. on a motion by Director Turner and seconded by Director Gilbert and it passed by a unanimous vote.

READ AND APPROVED:

  
Gregg A. Turner  
Vice-President

  
Tommy Gilbert  
Secretary