

TRAILS END WATER DISTRICT
8/12/16 Working Session
MINUTES

CALL TO ORDER: The working session began at 10:10 am

ATTENDANCE: Joe Morris, Sarah Carlson, Commissioners

0 members of the public.

DISCUSSION TOPICS:

Consumer Confidence Report was discussed and worked on. Ms. Carlson will work on the addendum of updates and Mr. Morris will gather statistical data that should be included.

Denise Snow drafted a Notice of Delinquent Account letter. We reviewed the letter, answered the questions she had and copied it to our current letterhead. We also reviewed the list of accounts who would be getting the letter.

We discussed up-coming repairs.

Breaks were taken throughout the day to conduct district business away from the office as was a lunch break.

WORK DONE:

Ms. Carlson completed the draft minutes from the 8/9/16 meeting. All meeting minutes were re-posted on the website.

ADJOURNMENT:

The meeting adjourned at

Submitted by:

Sarah Carlson
Commissioner, Secretary

Date

