

**REGULAR MEETING AGENDA**  
**Board of Directors of Timberon Water and Sanitation District**  
**Tuesday, November 26, 2024, at 4:00 pm**  
**Timberon Community Center, "Lodge"**  
**1 Bobwhite Circle, Timberon, NM 88350**

**CALL TO ORDER**

**Pledge of Allegiance**

**Salute to the New Mexico Flag *"I salute the flag of the state of New Mexico, the Zia symbol of perfect friendship among united cultures."***

**ROLL CALL**

**APPROVAL OF AGENDA**

**MANAGER'S REPORT:**

**TREASURER'S REPORT:**

**OLD BUSINESS:**

- 1. Discuss/Approve minutes to the November 7<sup>th</sup> Special Meeting.**
- 2. Discuss/Approve minutes to the November 12<sup>th</sup> Regular Meeting.**
- 3. Discuss/Approve two transfers of \$20,000.00 each, to the General Operations checking account - one in November 2024 and one in January 2025. For payments to Rodey Law Firm.**
- 4. Discuss/Approve/Disapprove Water Advisory Committee.**

**NEW BUSINESS**

- 1. Discuss/Approve/Disapprove reestablishing the By-Laws Committee.**
- 2. Discuss/Approve/Disapprove placing "reports" from both standing committees (By-Laws and Finance) as an agenda item on all future agendas.**
- 3. Discuss/Approve/Disapprove either writing a Security Manual or making the addition of security measures to the existing Office Procedures Manual.**
- 4. Discuss/Approve/Disapprove instructing the By-Laws Committee (Or form a new committee) to review the following documents... NM State Statutes, Open Meetings Act, TWSD By-Laws, CWA Bargaining Agreement, Employee Handbook, Office**

**Procedure Manual, and any other publications of TWSD. Reports will be made to the BOD concerning suggested updates and conflicts between the documents.**

**5. Treasurer Duckett would like a complete (total) briefing by Kyle (the IT contractor) to the BOD on all security changes done to date, cost, and future expected upkeep/expenses. (May go into closed session).**

## **PUBLIC QUESTION AND ANSWER SESSION**

## **DIRECTOR'S REMARKS**

## **MOTION TO ADJOURN**

**Bylaws 5.02 Citizen Participation: All persons so desiring shall be permitted to attend and listen to the deliberations or proceedings.**

The methods of receiving comments from the public are hereby listed.

Members of the public may participate in the discussion of agenda items that have received a motion and second by Board members in the following manner. At least ten minutes prior to the start of a regular or special meeting, members of the public may place their names on a list stating which agenda item they would like to discuss. After each Board member has had an opportunity to speak the chairman will call on members of the public in the order that their names appear on the list. There will be a five-minute time limit for each speaker. All comments shall be addressed to the chair. Members of the public may be permitted to make comments at any time during a meeting, if recognized by the Chairman, as allowed by Robert's Revised Rules of Order.

If you are an individual with a disability who needs service to attend or participate in the meeting, please contact the General Manager at (575) 987-2250 or email the General Manager at [gm@timberonwater.com](mailto:gm@timberonwater.com) at least one week prior to the meeting or as soon as possible.

This institution is an equal opportunity provided and employer. TWSD is a drug free workplace.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested on the form.

Send your complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400

Independence Avenue, S.W., Washington, DC 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov)

**All persons so desiring shall be permitted to attend and listen to the deliberations or proceedings.**