

TRAILS END WATER DISTRICT 2
1/11/22 ZOOM MEETING 7 PM
MINUTES

CALL TO ORDER: The meeting was called to order at 7:13 pm. A quorum was present.

ATTENDANCE: Deb Watson, Joe Morris, Sarah Carlson, Commissioners
Anne Montgomery, Attorney; Denise Snow, Office Manager
0 members of the public

MINUTES: Ms. Carlson passed out copies of the 12/14/21 meeting minutes. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 12/30/21 Working Session. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: The board members reviewed the 12/31/21 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 12/31/21 Financial Statement was passed out. Our total balance is down a bit from last month because of high expenditures. Ms. Carlson moved to accept the report as presented. Mr. Morris seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the amount of \$6203.82. This voucher includes quarterly reports. Ms. Carlson has prepared the annual Department of Revenue report but the amount is not on this voucher. The Department of Revenue has begun requiring electronic or credit card payment only, no checks. She is going to contact DOR to see if we can send a check. If not, she will contact the county to ask if they can use the account that is generally used for IRS. Ms. Watson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

STAFF REPORTS:

- Billing:

Ms. Snow sent out five delinquent notices this month. One notice has paid and she is expecting another to pay as soon as the holidays are over. The customer with the payment plan is on target and doing well.

- Maintenance:

Mr. Morris said we had a water leak this week and it has been fixed. The new person, Steve Cook, has worked a few hours and done an exemplary job. Mr. Morris has also found someone who will do our excavation work to replace Top Dog. Ms. Watson will meet with Nick Howell to do the generator annual service later this month. Mr. Morris and Mr. Cook will be working at the boost station.

- Liens: No new liens have been filed.

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OLD BUSINESS:

Ms. Carlson asked about paperwork for the property transfer. This information was requested by the State Auditor for our upcoming audit. We have the check stub from the sellers, but she could not find a receipt. Ms. Montgomery doesn't have a receipt or the deed. We will need to get copy from the county auditor.

NEW BUSINESS:

None.

PUBLIC COMMENT:

None.

GOOD OF THE ORDER:

None.

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 7:49.

Submitted by:

Sarah Carlson 1-11-22
Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson Date
Commissioner, President

Joe Morris 2-8-22
Joe Morris Date
Commissioner, Treasurer

TRAILS END WATER DISTRICT FINANCIAL REPORT

December 31, 2021

COUNTY TREASURER ACCOUNTS

General Account

Beginning Balance	\$45,864.38
Credits	\$9,590.92
Debits	\$12,122.37
Ending Balance	\$43,332.93

Total General Account Balance: \$70,814.73

General Investment Account

Beginning Balance	\$27,481.80
Credits	\$0.00
Debits	\$0.00
Ending Balance	\$27,481.80

Water Revenue Account

Beginning Balance	\$10,175.48
Credits	\$8.00
Debits	
Ending Balance	\$10,183.48

Total Revenue Account Balance: \$128,965.12

Water Revenue Investment Account

Beginning Balance	\$118,781.64
Credits	\$0.00
Debits	\$0.00
Ending Balance	\$118,781.64

Assessment Revenue Account

Beginning Balance	\$597.61
Credits	\$0.58
Debits	
Ending Balance	\$598.19

Total Assessment Revenue Balance: \$9,131.37

Assessment Revenue Investment Account

Beginning Balance	\$8,533.18
Credits	\$0.00
Debits	\$0.00
Ending Balance	\$8,533.18

Reserve Maintenance Account

Beginning Balance	\$15,934.98
Credits	\$2,064.90
Debits	\$0.00
Ending Balance	\$17,999.88

Total Maintenance Account Balance: \$44,983.67

Reserve Maintenance Investment Account

Beginning Balance	\$26,983.79
Credits	\$0.00
Debits	\$0.00
Ending Balance	\$26,983.79

Total Cash Balance: \$72,114.48

Total Investments Balance: \$181,780.41

Total cash & Investments: \$253,894.89

OLYMPIA FEDERAL ACCOUNTS

Main Account

Beginning Balance	\$2,472.01
Credits	\$12,988.40
Debits	\$13,173.01
Ending Balance	\$2,287.40

Petty Cash Account

Beginning Balance	\$467.51
Credits	\$32.51
Debits	\$98.11
Ending Balance	\$401.91

TOTAL BALANCE IN ALL ACCOUNTS

Last month \$257,292.38

(\$708.18)

\$256,584.20

**TRAILS END WATER DISTRICT 2
AGENDA
1/11/22 ZOOM MEETING**

CALL TO ORDER

MINUTES

TREASURER'S REPORT

VOUCHER APPROVAL

REPORTS

**BILLING
MAINTENANCE
MISCELLANEOUS
LEINS**

OLD BUSINESS

UPDATES

NEW BUSINESS

PUBLIC COMMENTS

GOOD OF THE ORDER

EXECUTIVE SESSION (If necessary)

ADJOURNMENT