

**TRAILS END WATER DISTRICT 2**  
**AGENDA**  
**5/4/24 OPEN PUBLIC & ZOOM MEETING**

**CALL TO ORDER**

**MINUTES**

**TREASURER'S REPORT**

**VOUCHER APPROVAL**

**REPORTS**

**BILLING**  
**MAINTENANCE**  
**MISCELLANEOUS**  
**LEINS**

**OLD BUSINESS**

**Lights**

**NEW BUSINESS**

**Customer to discuss possible payment plan**  
**Potential shed at the tower**  
**CRR**

**PUBLIC COMMENTS**

**GOOD OF THE ORDER**

**EXECUTIVE SESSION (If necessary)**

**ADJOURNMENT**

**TRAILS END WATER DISTRICT 2**  
**5/14/2024 MEETING 7 PM**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:05 pm. A quorum was present.

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

**MINUTES:** Ms. Carlson passed out copies of the 4/9/24 meeting minutes. Ms. Watson moved to amend the minutes to reflect a dollar sign on the Voucher Approval. Mr. Morris seconded and the motion passed unanimously. Ms. Watson moved to approve the minutes as amended. Mr. Morris seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 4/26/24 Working Session. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously.

**TREASURER/FINANCIAL REPORT:** The board members reviewed the Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 4/30/24 Financial Statement was passed out. Ms. Snow went over the information contained in the financial report. Ms. Carlson moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the total amount of \$14,356.31 as follows:

Payroll: \$4,514.91

General: \$9,841.40

Ms. Carlson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

**STAFF REPORTS:**

- Billing: Billing is going well. Two new services have been requested. A new customer combined three lots to 2 lots, so we were able to add a tie-in to service the second lot.

Maintenance:

Mr. Morris has established the spacing for the no trespassing signs, and has an address sign for the new property.

- Miscellaneous: None
- Liens: There is still one lien. Ms. Snow continues to monitor the status of the property for foreclosure.

**OLD BUSINESS:**

Ms. Watson has not had an opportunity to install the new outdoor lights up but plans do so soon.

**TRAILS END WATER DISTRICT 2**  
**5/14/2024 MEETING 7 PM**  
**MINUTES**

**NEW BUSINESS:**

A customer came to inquire about a payment plan. Discussion with the customer and following discussion, Ms. Watson moved to stop the turn off procedure at this time and allow the customer to catch up with payments of \$100 in June and July. Mr. Morris seconded and the motion passed unanimously.

Mr. Morris suggested we purchase a used Dry Box 40' container to put on the property (151 Crest Dr) next to the tower. It will allow us to store tools and supplies in a clean, dry, secure place. He estimated \$3000 for purchase and delivery. Mr. Morris will need to do a bit more clearing and put in some footings. Ms. Watson moved to approve \$4000 all inclusive to purchase a dry box. Ms. Carlson seconded and the motion passed unanimously.

2023 Consumer Confidence Report – Ms. Carlson asked for input for the report. Topics for inclusion were discussed. Ms. Carlson will have the report ready for review at the June meeting.

**PUBLIC COMMENT:** None

**GOOD OF THE ORDER:**

Neither Ms. Watson nor Ms. Carlson will be available for the June work session meeting scheduled for June 28, 2024, so it was decided to cancel this work session meeting.

**ADJOURNMENT:**

Ms. Watson moved to adjourn the meeting at 7:55 pm.

Submitted by:

 6-11-24

Sarah Carlson                      Date  
Commissioner, Secretary

**APPROVED:**

 12 June 24

Deb Watson                      Date  
Commissioner, President

 20 Jun 24

Joe Morris                      Date  
Commissioner, Treasurer

April 30, 2024

<b>General Account</b>			<b>General Investment Account</b>		
Beginning Balance	\$18,754.58		Beginning Balance	\$27,481.80	
Credits	\$13,229.85		Credits	\$0.00	
Debits	\$11,065.54		Debits	\$0.00	
Ending Balance	\$20,918.89		Ending Balance	\$27,481.80	
Total General Account Balance:		\$48,400.69			
<b>Water Revenue Account</b>			<b>Water Revenue Investment Account</b>		
Beginning Balance	\$10,843.92		Beginning Balance	\$118,781.64	
Credits	\$518.44		Credits	\$0.00	
Debits			Debits	\$0.00	
Ending Balance	\$11,362.36		Ending Balance	\$118,781.64	
Total Revenue Account Balance:		\$130,144.00			
<b>Assessment Revenue Account</b>			<b>Assessment Revenue Investment Account</b>		
Beginning Balance	\$1,220.37		Beginning Balance	\$8,533.18	
Credits	\$37.25		Credits	\$0.00	
Debits			Debits	\$0.00	
Ending Balance	\$1,257.62		Ending Balance	\$8,533.18	
Total Assessment Revenue Balance:		\$9,790.80			
<b>Reserve Maintenance Account</b>			<b>Reserve Maintenance Investment Account</b>		
Beginning Balance	\$16,528.87		Beginning Balance	\$26,983.79	
Credits	\$3,152.80		Credits	\$0.00	
Debits			Debits	\$0.00	
Ending Balance	\$19,681.67		Ending Balance	\$26,983.79	
Total Maintenance Account Balance:		\$46,665.46			
Total Cash Balance:		\$53,220.54	Total Investments Balance		\$181,780.41
Total cash & Investments		\$235,000.95			

	<u>Main Account</u>				<u>Petty Cash Account</u>				
	Beginning Balance		\$2,391.45		Beginning Balance		\$1,657.41		
	Credits		\$15,558.61		Credits		\$0.06		
	Debits		\$16,144.92		Debits		\$492.30		
	Ending Balance		<b>\$1,805.14</b>		Ending Balance		<b>\$1,165.17</b>		

[illegible]

**Total uncleared checks - \$1286.09 (4)**