

**TRAILS END WATER DISTRICT 2**  
**11-12-24 OPEN PUBLIC AND ZOOM MEETING 7 PM**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:06. A quorum was present.

**ATTENDANCE:** Deb Watson, Joe Morris, Sarah Carlson via phone, Commissioners  
Anne Montgomery, Attorney  
0 members of the public

**MINUTES:** October 8, 2024, October 25, 2024: minutes are not prepared due to illness of Commissioner Carlson. Will be presented for signature and acceptance at the December meeting.

**TREASURER/FINANCIAL REPORT:** 10/31/24 Financial Statement was presented and discussed.

- Voucher Approval: Vouchers were presented in the amount of 22,080.86 to the Board as noted below.

Personnel:	\$ 5,226.33
General Fund:	\$16,854.53

The large expenditures were insurance \$6,892 which was budgeted and the underwater inspection \$3237.37. The General Fund does not have enough to cover the total cost of the vouchers, partly because there were no deposits made last week due to the Office Manager's medical issues.

Commissioner Carlson made a motion to transfer funds: \$3,237.37 from Reserve Maintenance to General to cover the underwater inspection, and \$5,071.73 from the General Investment Account to General to cover other expenses. The district is short approximately \$7,309.10 for November due to the above expenses. A Second is received from Commissioner Morris. Vote: unanimously passes.

Commissioner Watson made a motion to approve the vouchers in the amount of \$22, 080.86. Commissioner Morris seconded the motion. Vote: Motion unanimously passes.

**STAFF REPORTS:**

- Billing:

Commissioner Watson reviews Denise Snow's report on past due accounts and responses to past due notices.

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- Maintenance:
  - a) Generator: Commissioner Watson reports she spoke with Garrett, who again had a site visit where the equipment worked. Commissioner Watson will arrange a site visit with the sales rep and Board, as the equipment has not worked properly for a year.
  - b) Source 3: Wall cut out of pit, positive response from DOH. Commissioner Morris will be building back the wall. Details of project provided re climate control and pest control.
- Miscellaneous: None
- Liens: We continue to have only one open lien.

**OLD BUSINESS:**

Northwest Water Services: another large billing is imminent due to Source 3.

**NEW BUSINESS:**

2025 Budget was presented orally presented by Commissioner Carlson. The summary is that the total budget for 2024 was \$186,500. A 3% increase was discussed for rates per the rate study.

- a. Water sales with 3% increase = \$150,895.00
- b. Excise Tax estimate= \$7210
- c. Reserve maintenance = \$27,000
- d. Lighting= \$6,000
- e. Income estimated at \$191,105
- f. Expenditures equaled income in 2024, anticipated raises in expenses for cost of operation and employees in 2025 not expected to exceed \$191,105.00.

Commissioner Watson moves to pass the 2025 Budget for \$191,105 in both income and expenses. Commissioner Morris seconds the motion. Vote: passes unanimously.

**PUBLIC COMMENT:** No public present

**GOOD OF THE ORDER:**

Commissioner Morris: none

Commissioner Watson: Work Study session is on for the Friday after Thanksgiving

Commissioner Carlson: none

**ADJOURNMENT:**

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

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Submitted by:

Sarah Carlson      11-12-24  
Sarah Carlson      Date  
Commissioner, Secretary

APPROVED:

Deb Watson      12 Nov 2024  
Deb Watson      Date  
Commissioner, President

Joe Morris      11 MAR 25  
Joe Morris      Date  
Commissioner, Treasurer