

**TRAILS END WATER DISTRICT 2
AGENDA
5-13-2025 OPEN PUBLIC & ZOOM MEETING**

CALL TO ORDER

MINUTES

TREASURER'S REPORT

VOUCHER APPROVAL

REPORTS

**BILLING MAINTENANCE
MISCELLANEOUS
LEINS - NONE**

OLD BUSINESS

**GENERATOR UPDATE
FINAL STATE AUDIT REPORT**

NEW BUSINESS

**PAY RAISES
ROAD MAINTENANCE
ANNUAL STATE AUDITORS REPORT DUE 5/30/25**

PUBLIC COMMENTS

GOOD OF THE ORDER

EXECUTIVE SESSION (If necessary)

ADJOURNMENT

TRAILS END WATER DISTRICT 2
5/13/25 OPEN PUBLIC AND ZOOM MEETING 7 PM
MINUTES

CALL TO ORDER: The meeting was called to order at 7:09 pm. A quorum was present.

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

MINUTES: Ms. Carlson passed out copies of the 4/8/25 meeting minutes. Mr. Morris requested to strike “However” and another part of the sentence in the Maintenance section. It will read: “He will be installing a solar panel and wiring the unit.” Ms. Watson moved to approve the minutes as amended. Mr. Morris seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 4/25/25 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 4/30/25 Olympia Federal bank statements, Treasurer’s Report and Auditor’s Report. They were in order and consistent. A copy of the 4/30/25 Financial Statement was passed out. Ms. Snow reported on the vouchers. We may want to think about moving the interest from the regular account back into the investment accounts since interest rates are higher. Commissioners will discuss this at a working session. Ms. Watson moved to accept the report as presented. Mr. Morris seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the amount of \$16,004.69 as noted below.

Personnel:	\$ 4,263.21
General Fund:	\$11,741.48

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

STAFF REPORTS:

- Billing:

We have 9 delinquent accounts and there is a sale pending on one. The new rates are in the billing program so we ready for billing in May.

- Maintenance:

Mr. Morris reported that we got the lights installed in the shed.

- Miscellaneous:

None

- Liens: We continue to have no open lien.

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OLD BUSINESS:

Ms. Watson reported that Cummins still has not given an appropriate estimate for a new generator. There were some figures but nothing on shipping, handling, etc. She has now going to explore other vendors. Mr. Morris and Ms. Watson reported on some of the details and reasoning for a new generator for the benefit of the members of the community and discussion followed.

Ms. Carlson reported that we finally got the full report from the State Auditor. There were a few suggestions but we passed. The bill still has not been received but was estimated in the \$3000's.

NEW BUSINESS:

Pay raises were discussed in the working session. Ms. Montgomery suggested that we have a formal process for granting raises. Raises should be based on the job class and longevity in the position. Ms. Carlson will do some work on this. Ms. Montgomery also suggested that we consider the information in making the 2026 budget.

Road Maintenance: Mr. Morris explained that our new property is on a private road. We represent that part of the of the road as well as plots behind the Trails End community toward Coon Lake. Coon Lake people scrape the road because of the summer that camp uses it. Mr. Morris wanted to put come gravel on the road. Commissioners asked questions and discussed the proposal. Mr. Morris explained the he only wants to put it 40 feet of road adjacent to our property to help prevent water drainage from further eroding the road.

PUBLIC COMMENT:

A member of the public appeared to discuss the ADU issue. He explained about his "ADU" and why it should not be classified as such. Ms. Montgomery explained the legalities around the ADU issues.

He discussed his street light. He is being charged for it personally. It should be on the TEWD bill. He was referred to PUD.

GOOD OF THE ORDER:

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 8:23

**TRAILS END WATER DISTRICT 2
5/13/25 OPEN PUBLIC AND ZOOM MEETING 7 PM
MINUTES**

Submitted by:

Sarah Carlson 6-10-25
Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson 10 June 2025
Deb Watson Date
Commissioner, President

Joe Morris 6-10-25
Joe Morris Date
Commissioner, Treasurer

TRAILS END WATER DISTRICT FINANCIAL REPORT

May 31 2025

COUNTY TREASURER ACCOUNTS

<u>General Account</u>				<u>General Investment Account</u>			
Beginning Balance		\$17,603.31		Beginning Balance		\$15,401.05	
Credits		\$11,468.56		Credits		\$0.00	
Debits		\$16,004.69		Debits		\$0.00	
Ending Balance		\$13,067.18		Ending Balance		\$15,401.05	
		Total General Account Balance:	\$28,468.23				
<u>Water Revenue Account</u>				<u>Water Revenue Investment Account</u>			
Beginning Balance		\$16,989.48		Beginning Balance		\$118,781.64	
Credits		\$407.56		Credits		\$0.00	
Debits				Debits		\$0.00	
Ending Balance		\$17,397.04		Ending Balance		\$118,781.64	
		Total Revenue Account Balance:	\$136,178.68				
<u>Assessment Revenue Account</u>				<u>Assessment Revenue Investment Account</u>			
Beginning Balance		\$1,661.86		Beginning Balance		\$8,533.18	
Credits		\$29.28		Credits		\$0.00	
Debits				Debits		\$0.00	
Ending Balance		\$1,691.14		Ending Balance		\$8,533.18	
		Total Assessment Revenue Balance:	\$10,224.32				
<u>Reserve Maintenance Account</u>				<u>Reserve Maintenance Investment Account</u>			
Beginning Balance		\$40,607.12		Beginning Balance		\$26,983.79	
Credits		\$2,826.87		Credits		\$0.00	
Debits				Debits		\$0.00	
Ending Balance		\$43,433.99		Ending Balance		\$26,983.79	
		Total Maintenance Account Balance:	\$70,417.78				
Total Cash Balance:		\$75,589.35		Total Investments Balance		\$169,699.66	
		Total cash & Investments	\$245,289.01				

OLYMPIA FEDERAL ACCOUNTS

<u>Main Account</u>				<u>Petty Cash Account</u>			
Beginning Balance		\$3,026.39		Beginning Balance		\$1,351.60	
Credits		\$12,220.11		Credits		\$148.46	
Debits		\$14,150.00		Debits		\$104.25	
Ending Balance		\$1,096.50		Ending Balance		\$1,395.81	

TOTAL BALANCE IN ALL ACCOUNTS

last mth \$250939.42		(\$3,158.10)					
\$247,781.32							
General Acct Bal		\$ 13,067.18		**			
Voucher Request -		6/10/2025		\$11,747.63		Expenditures	
						Payroll	
Total Requests-\$		1		\$11,747.63		Employee expense \$0.00	
						\$0.00	
Total uncleared checks - \$531.69 (3)							