

**TRAILS END WATER DISTRICT 2  
AGENDA  
6/10/25 OPEN PUBLIC & ZOOM MEETING**

**CALL TO ORDER**

**MINUTES**

**TREASURER'S REPORT**

**VOUCHER APPROVAL**

**REPORTS**

**BILLING  
MAINTENANCE  
MISCELLANEOUS  
LEINS**

**OLD BUSINESS**

**NEW BUSINESS**

**CRR APPROVAL  
POLICIES/PAYROLL**

**PUBLIC COMMENTS**

**GOOD OF THE ORDER**

**EXECUTIVE SESSION (If necessary)**

**ADJOURNMENT**

# 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		<b>\$13,067.18</b>		Ending Balance		<b>\$15,401.05</b>	
		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		<b>\$17,397.04</b>		Ending Balance		<b>\$118,781.64</b>	
		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		<b>\$1,691.14</b>		Ending Balance		<b>\$8,533.18</b>	
		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		<b>\$43,433.99</b>		Ending Balance		<b>\$26,983.79</b>	
		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		<b>\$1,096.50</b>		Ending Balance		<b>\$1,395.81</b>	

## 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)					

**TRAILS END WATER DISTRICT 2**  
**6/10/25 OPEN PUBLIC MEETING 7 PM**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:04 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 5/13/25 meeting minutes. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 5/30/25 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 5/31/25 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 5/31/25 Financial Statement was passed out. Ms. Snow reported that, according to the Treasurer, we can move money into investments at any time that we want without penalty. This was information needed prior to commissioners moving money from one account to another as discussed in the May meeting. Ms. Watson moved to accept the report as presented. Mr. Morris seconded and the motion passed unanimously. The vouchers were reviewed and briefly discussed.

- Voucher Approval: Vouchers were presented in the amount of \$11,747.63 as follows:

Payroll:	\$4,490.62
General:	\$7,257.01

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

**STAFF REPORTS:**

- Billing:

Ms. Snow reported that nine accounts were delinquent last month. One property sold and the bill was paid in full from the transaction. Another will close later in the month. That leaves 7 accounts that will have door tags if they do not pay soon. One of these involves a customer whose water usage has sky rocketed, and the bill is not getting paid. Following discussion, Commissioners asked that a letter be sent regarding the possibility of a leak, asking the customer to check and respond. The letter will also outline the customer's payment options.

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- Maintenance:

Mr. Morris reported that there are no large items of note with the system. Everything is going along very well.

- Miscellaneous: Nothing to report

- Liens: We have no liens.

**OLD BUSINESS:**

Ms. Carlson talked about her research on policies – Personnel, wage scale, etc. More information is needed, and she will continue to work on this project.

Ms. Watson still does not have a bid from Cummins that includes necessary information such as shipping, handling, installation and tax. She has been talking to them, and they may come to an agreement soon.

**NEW BUSINESS:**

Ms. Carlson presented the final 2024 Consumer Confidence Report that was discussed at the last working session. This report will go out in the June bills.

Ms. Carlson and Ms. Watson will both be out of town for the date on the date of the June working session.

Ms. Carlson moved to cancel the 6/27/25 Working session. Ms. Watson seconded and the motion passed unanimously.

**PUBLIC COMMENT:** None

**GOOD OF THE ORDER:** Ms. Montgomery brought up and explained an issue that some other water districts have been having with public disclosure. Additional information will be gathered and explored.

**ADJOURNMENT:**

Ms. Watson moved to adjourn the meeting at 8:20 pm.

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Submitted by:

*Sarah Carlson*      *7-8-25*  
Sarah Carlson      Date  
Commissioner, Secretary

APPROVED:

*Deb Watson*      *08 July 2025*  
Deb Watson      Date  
Commissioner, President

*Joe Morris*      *08 Jul 2025*  
Joe Morris      Date  
Commissioner, Treasurer