

**TRAILS END WATER DISTRICT 2
AGENDA
7-8-25 OPEN PUBLIC & ZOOM MEETING**

CALL TO ORDER

MINUTES

TREASURER'S REPORT

VOUCHER APPROVAL

REPORTS

**BILLING
MAINTENANCE
MISCELLANEOUS
LEINS**

OLD BUSINESS

**Adu/Guest House
LIGHTS INSTALLATION**

NEW BUSINESS

Resolution 2503-03

PUBLIC COMMENTS

GOOD OF THE ORDER

EXECUTIVE SESSION (If necessary)

ADJOURNMENT

TRAILS END WATER DISTRICT FINANCIAL REPORT

June 30 2025

COUNTY TREASURER ACCOUNTS

General Account

Beginning Balance	\$13,067.18
Credits	\$17,676.93
Debits	\$11,673.75
Ending Balance	\$19,070.36

Total General Account Balance: \$34,471.41

General Investment Account

Beginning Balance	\$15,401.05
Credits	\$0.00
Debits	\$0.00
Ending Balance	\$15,401.05

Water Revenue Account

Beginning Balance	\$17,397.04
Credits	\$419.33
Debits	
Ending Balance	\$17,816.37

Total Revenue Account Balance: \$136,598.01

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	\$1,691.14
Credits	\$30.12
Debits	
Ending Balance	\$1,721.26

Total Assessment Revenue Balance: \$10,254.44

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	\$43,433.99
Credits	\$3,005.19
Debits	
Ending Balance	\$46,439.18

Total Maintenance Account Balance: \$73,422.97

Reserve Maintenance Investment Account

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

Total Cash Balance: \$85,047.17

Total Investments Balance: \$169,699.66

Total cash & Investments: \$254,746.83

OLYMPIA FEDERAL ACCOUNTS

Main Account

Beginning Balance	\$1,096.50
Credits	\$20,803.08
Debits	\$19,004.83
Ending Balance	\$2,894.75

Petty Cash Account

Beginning Balance	\$1,395.81
Credits	\$454.25
Debits	\$376.72
Ending Balance	\$1,473.34

TOTAL BALANCE IN ALL ACCOUNTS

last mth \$247781.32 \$11,333.60

\$259,114.92

General Acct Bal	\$	19,070.36	**
Voucher Request - 7/8/2025		15180.13	
7/8/2025		\$1,058.77	
		\$1,801.98	
Total Requests-\$	1	\$18,040.88	

Expenditures	\$13,539.48
Payroll	\$4,501.40
Employee expense	\$0.00
	\$18,040.88

Total uncleared checks - \$165.63 (2)

TRAILS END WATER DISTRICT 2
7/8/25 OPEN PUBLIC AND ZOOM MEETING 7 PM
MINUTES

CALL TO ORDER: The meeting was called to order at 7:24 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 6/10/25 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 minutes reflecting that the June 27, 2025 had been cancelled. 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 6/30/25 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of 6/30/25 Financial Statement was passed out. Ms. Snow review some of the highlights. Mr. Morris moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the amount of \$18,040.88 as indicated:

Personnel: \$ 4,501.40
General Fund: \$13,539.48

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

STAFF REPORTS:

- Billing:

We have 11 past due account. Six were tagged, 2 paid and rest have until the 15th to pay.

- Maintenance:

Mr. Morris reported that they are beginning to replace meters again. The goal is to get 16 per month done. He also reported that someone already put rock on the road by the tower. The rock authorized at the June meeting will not be purchased.

- Miscellaneous: None
- Liens: None

OLD BUSINESS:

Lighting: The lights have not yet been installed.

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ADU: Mr. Morris inspected the premises at 660 Trails End Drive. He verified that there are no cooking facilities in the unit. Therefore, it does not meet the criteria for an ADU and is considered a guest house. There will be no new hook-up required.

Generator: Ms. Watson still does not have a bid from Cummins but is continuing to follow-up

NEW BUSINESS:

Resolution on Public Disclosure: Resolution 2025-3 was presented and discussed. Ms. Watson moved to approve Resolution 2025-3 adopting an updated public records policy to include a public records fee schedule and ordering publication of the public records act rules. Mr. Morris seconded and the motion passed unanimously.

2025 Budget Review: The 2025 Budget was reviewed up to and including June 2025. There were a few questions and a couple of line items that need to be rechecked and possibly adjusted in the future. Ms. Carlson will recheck the numbers used and verify they are correct or need to be adjusted.

PUBLIC COMMENT: None

GOOD OF THE ORDER:

Ms. Watson will not be here physically for the August meeting. She will try to attend by Zoom.

Ms. Watson reported that she will be out of town on the date of the August working session. In addition, the clubhouse building will be in use by TECC for a garage sale. The Ms. Watson moved to change the August working session from 8/29 to 8/22. Ms. Carlson seconded the motion passed unanimously.

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 08:14 pm

Submitted by:

Sarah Carlson 8-12-25
Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson Date
Commissioner, President

Joe Morris 8-12-25
Joe Morris Date
Commissioner, Secretary