

**TRAILS END WATER DISTRICT 2
AGENDA
11/11/25 OPEN PUBLIC & ZOOM MEETING**

CALL TO ORDER

MINUTES

TREASURER'S REPORT – Money Transfer to Investment Completed

VOUCHER APPROVAL

REPORTS

**BILLING
MAINTENANCE – Electrical Work
MISCELLANEOUS
LEINS**

OLD BUSINESS

STATUS OF SURPLUS ITEMS

RATES AND CHARGES – Clarification of wording, AG Complaint

NEW BUSINESS

PUBLIC COMMENTS

GOOD OF THE ORDER –

EXECUTIVE SESSION (If necessary)

ADJOURNMENT

TRAILS END WATER DISTRICT 2
11/11/25 ZOOM MEETING 7 PM
MINUTES

CALL TO ORDER: The meeting was called to order at 7:14 PM. We had a late start due to issues with the lap top. A quorum was present.

ATTENDANCE: Deb Watson, (via Zoom) Joe Morris, Sarah Carlson, Commissioners
Denise Snow, Office Manager
0 members of the public

MINUTES: Ms. Carlson passed out copies of the 10/14/25 meeting minutes. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously. No working session was held in October 2025, but a document was typed and signed for the official meeting records. Mr. Morris moved to accept the work session minutes for 10/31/25 stating there was no meeting. Ms. Watson seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: The board members reviewed the 10/31/25 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 10/31/25 Financial Statement was passed out. Ms. Snow went over the reports and pointed out some items. Mr. Morris moved to accept the report as presented. Ms. Carlson seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the amount of \$14,934.70 as follows:

Payroll:	\$ 4,254.81
General:	\$10,679.89

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

STAFF REPORTS:

Billing: Ms. Snow reported on delinquencies. The one discussed at the last meeting was turned off. That account was paid in full today, and the water was turned back on.

- Maintenance: One lot is getting a new hook-up.
- Miscellaneous: None
- Liens: None

OLD BUSINESS:

Since Ms. Montgomery is not here, we will postpone discussion on the clarification of rates and charges and budget resolution to the December meeting.

Mr. Morris reported 90% complete with disassembling the old meters for recycling.

**TRAILS END WATER DISTRICT 2
11/11/25 ZOOM MEETING 7 PM
MINUTES**

NEW BUSINESS: None

PUBLIC COMMENT: None


GOOD OF THE ORDER:

Work Session is day after thanksgiving. Next meeting December 9, 2025.
Ms. Snow will be out of office the 18th – 30th. Discussed commissioner's availability for working session on 12/30, 2025. All are available.


ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 7:43.

Submitted by:

 12-9-25
Sarah Carlson Date
Commissioner, Secretary

APPROVED:

 09 Dec 2025
Deb Watson Date
Commissioner, President

 12-9-25
Joe Morris Date
Commissioner, Treasurer

TRAILS END WATER DISTRICT FINANCIAL REPORT

October 31, 2025

COUNTY TREASURER ACCOUNTS

General Account				General Investment Account	
	Beginning Balance		\$29,482.85	Beginning Balance	\$15,401.05
	Credits		\$15,011.48	Credits	\$0.00
	Debits		\$14,767.48	Debits	\$0.00
	Ending Balance		\$29,726.85	Ending Balance	\$15,401.05
		Total General Account Balance:	\$45,127.90		
Water Revenue Account				Water Revenue Investment Account	
	Beginning Balance		\$19,064.42	Beginning Balance	\$118,781.64
	Credits		\$398.22	Credits	\$0.00
	Debits			Debits	\$0.00
	Ending Balance		\$19,462.64	Ending Balance	\$118,781.64
		Total Revenue Account Balance:	\$138,244.28		
Assessment Revenue Account				Assessment Revenue Investment Account	
	Beginning Balance		\$1,810.92	Beginning Balance	\$8,533.18
	Credits		\$28.60	Credits	\$0.00
	Debits			Debits	\$0.00
	Ending Balance		\$1,839.52	Ending Balance	\$8,533.18
		Total Assessment Revenue Balance:	\$10,372.70		
Reserve Maintenance Account				Reserve Maintenance Investment Account	
	Beginning Balance		\$16,493.76	Beginning Balance	\$66,983.79
	Credits		\$2,889.08	Credits	
	Debits			Debits	\$0.00
	Ending Balance		\$19,382.84	Ending Balance	\$66,983.79
		Total Maintenance Account Balance:	\$86,366.63		
Total Cash Balance:		\$70,411.85		Total Investments Balance	\$209,699.66
		Total cash & Investments	\$280,111.51		

OLYMPIA FEDERAL ACCOUNTS

Main Account			Petty Cash Account		
Beginning Balance	\$3,834.58		Beginning Balance		\$1,500.12
Credits	\$17,845.06		Credits		\$330.06
Debits	\$19,187.00		Debits		\$330.00
Ending Balance	\$2,492.64		Ending Balance		\$1,500.18

TOTAL BALANCE IN ALL ACCOUNTS

last mth \$280358.15		\$3,746.18					
				\$284,104.33			
General Acct Bal		\$ 29,726.85		**			
Voucher Request - 11/11/2025		14824.01				Expenditures \$10,569.20	
						Payroll \$4,254.81	
						Employee expense \$0.00	
Total Requests-\$ 1		\$14,824.01				\$14,824.01	
Total uncleared checks - \$2294.55 (7)							