

**TRAILS END WATER DISTRICT 2  
AGENDA  
1-13-26 OPEN PUBLIC & ZOOM MEETING**

**CALL TO ORDER**

**MINUTES**

**TREASURER'S REPORT**

**VOUCHER APPROVAL**

**REPORTS**

**BILLING  
MAINTENANCE  
MISCELLANEOUS  
LEINS**

**OLD BUSINESS**

**RATES AND CHARGES RESOLUTION**

**NEW BUSINESS**

**MASON COUNTY VOTER PILOT PROJECT  
Guest speaker: Steve Dunkel  
401 ETE Dr – KCL excavation guesstimate**

**PUBLIC COMMENTS**

**GOOD OF THE ORDER**

**EXECUTIVE SESSION (If necessary)**

**ADJOURNMENT**

**TRAILS END WATER DISTRICT FINANCIAL REPORT**

December 31 2025

**COUNTY TREASURER ACCOUNTS**

<u>General Account</u>			<u>General Investment Account</u>		
Beginning Balance		\$26,357.52	Beginning Balance		\$15,401.05
Credits		\$16,574.84	Credits		\$0.00
Debits		\$9,980.35	Debits		\$0.00
Ending Balance		\$32,952.01	Ending Balance		\$15,401.05
<b>Total General Account Balance:</b>		<b>\$48,353.06</b>			
<u>Water Revenue Account</u>			<u>Water Revenue Investment Account</u>		
Beginning Balance		\$19,862.10	Beginning Balance		\$118,781.64
Credits		\$372.45	Credits		\$0.00
Debits			Debits		\$0.00
Ending Balance		\$20,234.55	Ending Balance		\$118,781.64
<b>Total Revenue Account Balance:</b>		<b>\$139,016.19</b>			
<u>Assessment Revenue Account</u>			<u>Assessment Revenue Investment Account</u>		
Beginning Balance		\$1,868.22	Beginning Balance		\$8,533.18
Credits		\$26.75	Credits		\$0.00
Debits			Debits		\$0.00
Ending Balance		\$1,894.97	Ending Balance		\$8,533.18
<b>Total Assessment Revenue Balance:</b>		<b>\$10,428.15</b>			
<u>Reserve Maintenance Account</u>			<u>Reserve Maintenance Investment Account</u>		
Beginning Balance		\$22,055.75	Beginning Balance		\$66,983.79
Credits		\$4,054.53	Credits		
Debits			Debits		\$0.00
Ending Balance		\$26,110.28	Ending Balance		\$66,983.79
<b>Total Maintenance Account Balance:</b>		<b>\$93,094.07</b>			
<b>Total Cash Balance:</b>		<b>\$81,191.81</b>	<b>Total Investments Balance</b>		<b>\$209,699.66</b>
<b>Total cash &amp; Investments</b>			<b>\$290,891.47</b>		

**OLYMPIA FEDERAL ACCOUNTS**

<u>Main Account</u>			<u>Petty Cash Account</u>		
Beginning Balance		\$5,867.58	Beginning Balance		\$1,500.24
Credits		\$16,026.43	Credits		\$0.06
Debits		\$20,371.04	Debits		
Ending Balance		\$1,522.97	Ending Balance		\$1,500.30

**TOTAL BALANCE IN ALL ACCOUNTS**

11/30/2025- \$287211.07      \$3,746.18

**\$293,914.74**

<b>General Acct Bal</b>		<b>\$32,952.01</b>	<b>**</b>		
<b>Voucher Request -</b>	<b>1/13/2026</b>	<b>12249.18</b>		Expenditures	\$4,267.82
				Payroll	\$7,981.36
				Employee expense	\$0.00
<b>Total Requests-\$</b>	<b>1</b>	<b>\$12,249.18</b>			<b>\$12,249.18</b>
<b>Total uncleared checks - \$ 728.68(3)</b>					

**TRAILS END WATER DISTRICT 2**  
**1/13/26 ZOOM and OPEN PUBLIC MEETING 7 PM**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 07:00pm. A quorum was present.

**ATTENDANCE:** Deb Watson, Joe Morris, Sarah Carlson, Commissioners  
Anne Montgomery, Attorney; Denise Snow, Office Manager

**MINUTES:** Copies of the 12-9-25 meeting minutes were passed out. Ms. Watson moved to approve the minutes as presented. Ms. Carlson seconded and the motion passed unanimously. Copies of the 12-26-25 Working Session were passed out. It was noticed that there was a typing error in Ms. Carlson's name. Mr. Morris moved to correct the scrivener's error to Carlson, Ms. Watson seconded and the motion passed unanimously. Ms. Carlson moved to approve the minutes as corrected. Ms. Watson seconded and the motion passed unanimously.

**TREASURER/FINANCIAL REPORT:** The board members reviewed the 12/31/25 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 12/31/25 Financial Statement was passed out. Ms. Snow pointed out some highlights. 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 \$12,249.18 as follows:

Payroll - \$4267.82  
General Expenditures- \$7981.36

Mr. Morris moved to approve and pay the bills of \$12,249.18. Ms. Watson seconded and the motion passed unanimously.

**STAFF REPORTS:**

- Billing:

Everyone tagged last month has paid. For the month of January, there are 4 customers over 60 days behind. Water availability letters and billing was discussed. Ms. Montgomery suggested we have options: 1) we could close the account when water availability letter expires and write off the balance or 2) leave the account as is when the letter expires and wait for the customer to request service. Discussion of options and thoughts followed.

- Maintenance:

Ms. Watson reported that a tree came down across the road at the tower. Chuck Beane took care of the clearing off the road for us. Thank you, Chuck!

We have a leak. Mr. Morris is looking for it and has scheduled someone to come locate the leak.

- Miscellaneous: N/A

**TRAILS END WATER DISTRICT 2**  
**1/13/26 ZOOM and OPEN PUBLIC MEETING 7 PM**  
**MINUTES**

- Liens: None

**OLD BUSINESS:**

Resolution 2026-06 Amending Addendum A updated for 2026 was presented and reviewed. Ms. Watson moved to accept the resolution as written. Mr. Morris seconded and it passed unanimously.

Resolution 2026-07 Amending Basic Rates and Charges regarding section IV-B water availability letters and section IV-B Subsection 6 added Reserve Maintenance Charge. Ms. Watson moved to accept the resolution as written. Mr. Morris seconded and the motion passed unanimously.

Mason County Pilot Voting Program Steve Dunkel did not attend as scheduled. We hope he will be able to come to discuss this program at our next meeting February 10, 2026.

**NEW BUSINESS:**

Mr. Morris reported that they found the hook up for 401 and the meter was installed. The builder called to report that, due to the requirements to place the septic in a certain area on the property, the county will not allow them to use the meter where installed. The meter needs to be placed in specific spot on the property so they can get approval from the county. He is asking that the district run the water line. Ms. Montgomery suggested we could arrange for the work to be done. However, the home owner should be financially responsible for the extra costs.

**PUBLIC COMMENT:** None

**GOOD OF THE ORDER:** Another shutdown for federal workers might be happening in March / April timeframe. We should be aware of this in the event any of our customers are affected and are unable to pay on time.

**ADJOURNMENT:** Ms. Watson moved to adjourn the meeting at 8:22.

Submitted by:

*Sarah Carlson*      *2-18-26*  
Sarah Carlson                      Date  
Commissioner, Secretary

APPROVED:

*Deb Watson*      *15 FEB 2026*  
Deb Watson                      Date  
Commissioner, President

*Joe Morris*      *16 FEB 26*  
Joe Morris                      Date  
Commissioner, Treasurer