

**TRAILS END WATER DISTRICT 2
AGENDA
3-10-26 OPEN PUBLIC & ZOOM MEETING**

CALL TO ORDER

MINUTES – 2/10/2026 - 2/27/2026

TREASURER’S REPORT

VOUCHER APPROVAL

REPORTS

**BILLING
MAINTENANCE
MISCELLANEOUS
LEINS**

OLD BUSINESS

**PFAS TEST RESULTS
LEAK DETECTION PROGRESS**

NEW BUSINESS

**CONFERENCE REPORT
EPA LETTER RE: LEAD PIPE INVENTORY**

PUBLIC COMMENTS

GOOD OF THE ORDER

EXECUTIVE SESSION (If necessary)

ADJOURNMENT

TRAILS END WATER DISTRICT FINANCIAL REPORT

February 28, 2026

COUNTY TREASURER ACCOUNTS

<u>General Account</u>			<u>General Investment Account</u>		
Beginning Balance		\$33,799.64	Beginning Balance		\$15,401.05
Credits		\$13,380.38	Credits		\$0.00
Debits		\$12,178.91	Debits		\$0.00
Ending Balance		\$35,001.11	Ending Balance		\$15,401.05
Total General Account Balance:		\$50,402.16			
<u>Water Revenue Account</u>			<u>Water Revenue Investment Account</u>		
Beginning Balance		\$20,606.23	Beginning Balance		\$118,781.64
Credits		\$362.03	Credits		\$0.00
Debits			Debits		\$0.00
Ending Balance		\$20,968.26	Ending Balance		\$118,781.64
Total Revenue Account Balance:		\$139,749.90			
<u>Assessment Revenue Account</u>			<u>Assessment Revenue Investment Account</u>		
Beginning Balance		\$1,921.67	Beginning Balance		\$8,533.18
Credits		\$26.01	Credits		\$0.00
Debits			Debits		\$0.00
Ending Balance		\$1,947.68	Ending Balance		\$8,533.18
Total Assessment Revenue Balance:		\$10,480.86			
<u>Reserve Maintenance Account</u>			<u>Reserve Maintenance Investment Account</u>		
Beginning Balance		\$29,139.19	Beginning Balance		\$66,983.79
Credits		\$3,399.91	Credits		
Debits			Debits		\$0.00
Ending Balance		\$32,539.10	Ending Balance		\$66,983.79
Total Maintenance Account Balance:		\$99,522.89			
Total Cash Balance:		\$90,456.15	Total Investments Balance		\$209,699.66
Total cash & Investments			\$300,155.81		
<u>OLYMPIA FEDERAL ACCOUNTS</u>					
<u>Main Account</u>			<u>Petty Cash Account</u>		
Beginning Balance		\$1,654.39	Beginning Balance		\$1,500.36
Credits		\$16,710.51	Credits		\$0.06
Debits		\$16,706.29	Debits		\$0.00
Ending Balance		\$1,658.61	Ending Balance		\$1,500.42
TOTAL BALANCE IN ALL ACCOUNTS					
1/31/2026	\$298,259.29	\$5,055.55			
		\$303,314.84			
General Acct Bal		\$35,001.11			
Voucher Request -	3/10/2026	15143.76	Expenditures	\$10,412.18	
			Payroll	\$4,514.38	
			Employee expense	\$217.20	
Total Requests-\$	1	\$15,143.76		\$15,143.76	
Total uncleared checks - \$ 1063.41 (4)					

TRAILS END WATER DISTRICT 2
3/10/26 OPEN PUBLIC AND ZOOM MEETING 7 PM
MINUTES

CALL TO ORDER: The meeting was called to order at 7:08 pm. A quorum was present.

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

MINUTES: Copies of the 2/10/26 Meeting minutes were passed out. It was mentioned that “none” should be added to the minutes under Public Comment. Ms. Carlson moved to correct the minutes by adding “none” under Public Comment. Ms. Watson seconded and the motion passed unanimously. Ms. Watson moved to approve the minutes as corrected. Mr. Morris seconded and the motion passed unanimously. Copies of the 2/27/26 Working Session minutes were distributed. 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 2/28/26 Olympia Federal bank statements, Treasurer’s Report and Auditor’s Report. They were in order and consistent. A copy of the 2/28/26 Financial Statement was passed out. Ms. Snow reported that our account is growing, and we are earning more interest. 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 \$15,143.76 as noted below.

Personnel:	\$4514.38
General Fund:	\$10238.10
Employee Expense:	\$391.28

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

STAFF REPORTS:

Billing: Ms. Snow reported that we had six delinquent accounts in the past month. Five doors were tagged and all five have paid in full.

Maintenance: Mr. Morris reported that the PFAS samples have been taken. Drew Noble, our system operator, told him that he suspects only 3 of the currently 5 samples will be required in the next round of testing.

We received the new leak detection tool today just before the meeting. Mr. Morris and Mr. Cook have scheduled to start using it in search of our leak this coming week.

The lead pipe inventory is slowly progressing. Both Mr. Morris and Mr. Cook are in the processing of locating any potential lead pipes that might be within the district.

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- Miscellaneous: The cost of the P.O. Box at the post office is going up again this year to almost \$400. Ms. Snow suggested we research what it would take to put our own mail box out on the street by the office so we could close out the P.O. Box. Following discussion, the commissioners gave her the go ahead to make the necessary inquiries.
- Liens: There are no liens.

OLD BUSINESS:

Leak Detection: As reported in the maintenance section, the new leak detection equipment has arrived. Work will start on locating it next week.

Approval of Resolution for Leak Adjustments: Commissioners reviewed and discussed the resolution prepared by Ms. Montgomery regarding updates and clarification to billing for customers with large leaks. Ms. Carlson made a motion to accept the Resolution 2026-08, Requirements for Leak Adjustments. Ms. Watson seconded and the motion passed unanimously. At the time of numbering this resolution it was discovered that for the year 2026 numbers 01 thru 05 were not used.

NEW BUSINESS:

Conference Report: Mr. Morris reported on his attendance at the conference. He felt it was very informational.

EPA Lead Pipe Inventory: See information presented under Maintenance.

Office Manager Wage: Commissioners discussed the possibility to increase the duties and wages of the Office Manager position at the February Working Session. Based on that discussion, Ms. Watson moved to increase the current office manager position pay to \$42.00 to reflect the increased duties and hours required, effective April 1, 2026. Mr. Morris seconded and the motion passed unanimously.

PUBLIC COMMENT: None

