TRAILS END WATER DISTRICT 2
8/11/26 OPEN PUBLIC AND ZOOM MEETING 7 PM
MINUTES

CALL TO ORDER: The meeting was called to order at 7:05. A quorum was present.

ATTENDANCE: Deb Watson, Joe Morris, Sarah Carlson, Commissioners
Anne Montgomery, Attorney; Denise Snow, Office Manager
1 member of the public

In the interest of our customer, the Commissioners decided to discuss the issue that interested him out of order. Mr. Morris reported that a customer did a survey and found that our water line is not where we thought it was. As a result, it was discovered that our water line was inside the customers fence. Ms. Montgomery suggested that we need an "As Built" map. Since we do not have one, she suggested that we may want to obtain additional information that shows where our line actually is. Following discussion there was agreement on how the meter would be read. No further action was taken.

MINUTES: Copies of the 7/14/26 meeting minutes were distributed. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously. Copies of the 7/31/26 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 7/31/26 Olympia Federal bank statements, Treasurer's Report and Financial Statement. They were in order and consistent. A copy of the 7/31/26 Financial Statement was passed out. Ms. Snow reported that we were short in the general fund to pay the cost of the leak repairs. Mr. Morris transferred funds from the Reserve Maintenance into the general account. Ms. Carlson moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- <u>Voucher Approval</u>: Vouchers were presented in the amount of $34,213.23 as noted below.

Personnel:	$ 6,194.01
General Fund:	$28,019.22

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

Ms. Snow drafted a letter to personnel pertaining to their raises. Commissioners approved insertion of the letter in the July paychecks.

STAFF REPORTS:

- <u>Billing</u>:

  Ms. Snow reported that we only have one account in arears this month.

- <u>Maintenance</u>:

Mr. Morris reported on the leak that was caused by a large tree. After that repair, our leak rate went way down. We also had a report that someone was stealing water. Actually, it was the road crew drawing water from the hydrant. County road was under the impression that the hydrant was owned by Belfair Water District and paid BWD for the usage. Mr. Morris is working to straighten it out.

- Miscellaneous: Nothing to report

- Liens: We continue to have only one open lien.

OLD BUSINESS:

Mr. Morris updated the commissioners on the progress of the Lead Line Survey. He also reported that new meters have been purchased for the continuation of our updating schedule.

NEW BUSINESS:

General Ledger Information: Ms. Snow did some research on the accounts we have established with the County. There are 8 accounts. Four are regular accounts and four are investment accounts. According to the county, we should have a resolution setting them up. Ms. Snow couldn't find such a resolution within the past actions. Ms. Carlson indicated when she was first on the board back in the early 1980's, those accounts were already set up. She had no personal knowledge of initial set-up, but was aware that one of the accounts was solely for the Federal loan taken out to fund the tower and upgrade the system. Ms. Snow learned that if we transfer the money from the general accounts to the investment accounts, we will earn interest on the funds. The general accounts earn zero interest. Interest automatically goes into the general accounts. Montgomery said we need to identify the purpose of the accounts. The district is responsible for establishing and/or removing these accounts. Commissioners will discuss options at the next working session and Ms. Montgomery know our decision. She will bring an appropriate resolution to the next meeting.

PUBLIC COMMENT: None

GOOD OF THE ORDER: None

ADJOURNMENT:

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

TRAILS END WATER DISTRICT 2
8/11/26 OPEN PUBLIC AND ZOOM MEETING 7 PM
MINUTES

Submitted by:

Sarah Carlson 9-8-26

Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson 09/08/2026

Deb Watson Date
Commissioner, President

Joe Morris Sept 8 2026

Joe Morris Date
Commissioner, Treasurer

TRAILS END WATER DISTRICT 2
AGENDA
8/11/26 OPEN PUBLIC & ZOOM MEETING

Meeting ID: 865 8925 7585   Passcode: 681812

CALL TO ORDER

MINUTES

TREASURER'S REPORT

VOUCHER APPROVAL

REPORTS

BILLING
MAINTENANCE – Late testing
MISCELLANEOUS
LEINS

OLD BUSINESS

UPDATE ON LEAD LIEN SURVEY
Meters received

NEW BUSINESS

RAZOR ROAD WATER LINE

CONFERENCES
GL Information / resolutions
Encourage transfers

PUBLIC COMMENTS- Customer discussion

GOOD OF THE ORDER – Ms. Watson out of town/ she will zoom

EXECUTIVE SESSION (If necessary)

ADJOURNMENT

TRAILS END WATER DISTRICT FINANCIAL REPORT

July 31, 2026

COUNTY TREASURER ACCOUNTS

General Account					**General Investment Account**		
	Beginning Balance		$27,905.14		Beginning Balance		$15,401.05
	Credits		$12,753.47		Credits		$0.00
	Debits		$18,117.91		Debits		$0.00
	Ending Balance		**$22,540.70**		Ending Balance		**$15,401.05**
		Total General Account Balance:		**$37,941.75**			
Water Revenue Account					**Water Revenue Investment Account**		
	Beginning Balance		$22,340.82		Beginning Balance		$118,781.64
	Credits		$342.53		Credits		$0.00
	Debits				Debits		$0.00
	Ending Balance		**$22,683.35**		Ending Balance		**$118,781.64**
		Total Revenue Account Balance:		**$141,464.99**			
Assessment Revenue Account					**Assessment Revenue Investment Account**		
	Beginning Balance		$2,046.27		Beginning Balance		$8,533.18
	Credits		$24.60		Credits		$0.00
	Debits				Debits		$0.00
	Ending Balance		**$2,070.87**		Ending Balance		**$8,533.18**
		Total Assessment Revenue Balance:		**$10,604.05**			
Reserve Maintenance Account					**Reserve Maintenance Investment Account**		
	Beginning Balance		$45,846.63		Beginning Balance		$66,983.79
	Credits		$2,801.95		Credits		
	Debits				Debits		$0.00
	Ending Balance		**$48,648.58**		Ending Balance		**$66,983.79**
		Total Maintenance Account Balance:		**$115,632.37**			
	Total Cash Balance:		**$95,943.50**		**Total Investments Balance**		**$209,699.66**
			Total cash & Investments		**$305,643.16**		

OLYMPIA FEDERAL ACCOUNTS

	Main Account				**Petty Cash Account**		
	Beginning Balance		$2,998.98		Beginning Balance		$1,058.66
	Credits		$17,687.07		Credits		$0.00
	Debits		$16,462.02		Debits		$0.00
	Ending Balance		**$4,224.03**		Ending Balance		**$1,058.71**

TOTAL BALANCE IN ALL ACCOUNTS

	6/30/2026	$313,121.26	($2,195.36)				
			$310,925.90				
		Current	$ **22,540.70**				
		om reserve main	$ **19,559.95**				
	General Acct Bal		**$42,100.65**				
	Voucher Request -	**8/11/2026**	$ **34,213.23**		Expenditures	$26,952.89	
	2nd request				Payroll	$6,194.01	
					Employee expense	$1,066.33	
	Total Requests-$	1	**$34,213.23**			$34,213.23	
	Total uncleared checks - $6519.47 (8)						