

# LEDGEWOOD BEACH WATER DISTRICT

## Minutes –July 14, 2020 Meeting

The meeting was called to order at 2:00 PM

Commissioners present were Steve Diklich, Doug Martin and Don Pinter. Andy Campbell from WWS LLC was present. No others were present.

### Minutes:

MOTION (Martin/Pinter): Approve the minutes of the March 10 meeting. The motion passed 3-0.

The meetings for April, May and June were cancelled due to a Governor’s (COVID-19) proclamation. Steve said that he would post the meeting cancellation notice in lieu of minutes for the cancelled meeting on the website to hopefully mitigate any future confusion that may arise over “missing minutes.”

### Financial:

The following vouchers were reviewed for payment. Due to three months of meeting cancellations the vouchers for April, May, June and July were presented for approval.

Submittal Date	Voucher #	Payee	Amount	
4/9/2020	OM 4-1	DON PINTER	\$ 105.28	
4/9/2020	OM 4-2	WHIDBEY WATER SERVICE	\$1,423.14	
4/9/2020	OM 4-3	ISLAND COUNTY TREASURER	\$ 39.13	
4/9/2020	OM 4-4	PUGET SOUND ENERGY	\$ 155.37	
4/9/2020	CI 4-1	WHIDBEY WATER SERVICE	\$4,161.04	CAPITAL IMP
5/11/2020	OM 5-1	WHIDBEY WATER SERVICE	\$1,848.95	
5/11/2020	OM 5-2	PUGET SOUND ENERGY	\$ 154.20	
6/9/2020	OM 6-1	WHIDBEY WATER SERVICE	\$2,393.93	
6/9/2020	OM 6-2	PUGET SOUND ENERGY	\$ 181.29	
6/9/2020	OM 6-3	ALL WHIDBEY TOPSOIL	\$ 266.67	
7/9/2020	OM 7-1	WHIDBEY WATER SERVICE	\$1,727.60	
7/9/2020	OM 7-2	CAMERENA LANDSCAPING	\$1,200.00	
7/9/2020	OM 7-3	PUGET SOUND ENERGY	\$ 200.25	

MOTION (Pinter/Martin): Approve all vouchers for payment. The motion passed 3-0.

MOTION (Diklich/Martin): Approve the financial reports as presented. The motion passed 3-0.

**Operations:** (Several Months 2020) presented by Andy Campbell.

- Water production for June was the lowest June in the last 5 years. May water production was about average.
- Andy provided nine lab reports, inorganic compounds report and water bacteriological analysis, dated from March 16 to June 9. All compounds were satisfactory.
- All meters were read.

- Fire hydrants were audited for Central Whidbey Fire & Rescue and WA Fire Rating Bureau.
- Department of Health performed a Sanitary Survey of District. There were no action items or findings.
- A leak was repaired at 1866 Cedarcrest.

**Old Business:**

1. The roof project—Andy will contact the roofer.
2. The Commissioners discussed the results of the discussion with LBCC on firehouse usage and responsibilities. The outline of the agreement is for LBCC to act as a property manager. LWBD will retain final approval of usage guidelines.
3. Automated tank monitoring and alarm installation. Project delayed due to COVID.

**New Business:**

1. The State Auditors Office issued the report on the biannual assessment. The report showed no findings or other deficiencies but offered two recommendations.
2. The Commissioners discussed the resolution to “direct investment of District funds”. District capital improvement funds are invested through the County Treasurers Office. The resolution would authorize investment through a local government investment pool. The investment pool provides a higher return. Doug will report back on fees.

The meeting was adjourned at 2:50 PM

Respectfully Submitted,

Steve Diklich  
Secretary

**FINANCIAL SUMMARY July 9, 2020**

	2020 Year to date	2020 Budget	YTD as a % of Budget
<b>Operations &amp; Maintenance Fund #711</b>			
Revenues	33,453	69,960	47.8%
Expenses	15,706	35,402	44.4%
Transfers out to Capital Fund #765	41,456	31,000	133.7%
Net Revenues, Expenses & Transfers	<u>(23,709)</u>	<u>3,676</u>	
Beginning Cash Balance	<u>36,088</u>	<u>35,334</u>	
Ending Cash Balance	<u><u>12,379</u></u>	<u><u>39,010</u></u>	

<b>Capital &amp; Improvements Fund #765</b>	
Revenues	662
Transfers in from #711	41,456
Expenses	4,198
Net Revenues, Expenses & Transfers	<u>37,920</u>
Beginning Fund Balance	<u>297,905</u>
Ending Fund Balance	335,825