

LEDGEWOOD BEACH WATER DISTRICT

Minutes –October 13, 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. One community member was present.

Minutes:

MOTION (Pinter/Martin): Approve the minutes of the September 8 meeting. The motion passed 2-0 with Martin abstaining.

Financial:

The following vouchers were reviewed for payment:

Submittal Date	Voucher #	Payee	Amount
10/13/2020	OM 10-1	DON PINTER	\$ 105.28
10/13/2020	OM 10-2	WHIDBEY WATER SERVICE LLC	\$1,561.05
10/13/2020	OM 10-3	CAMARENA LANDSCAPING	\$ 300.00
10/13/2020	OM 10-4	PUGET SOUND ENERGY	\$ 282.75

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

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

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

- The Pincrest well pumped 538,635 gallons in September, a daily average of 17,955 gallons.
- Routine tests for lead, copper, conductivity, iron and manganese were satisfactory.
- No leaks reported in September.
- Meters were read in September.

Old Business:

1. The roof project—the project is being rebid.
2. The MOU—no report.

New Business:

1. Governor’s proclamation 20-23.7—The Commissioners were made aware that Whidbey Water Services LLC is complying with this proclamation on behalf of LBWD. This proclamation prohibits water districts (and other essential utilities) from:
 - Disconnecting residential customers due to nonpayment,

- Refusing to reconnect any residential customer who has been disconnected due to nonpayment,
- Charging fees for late payment or reconnection of service, or
- Disconnecting service to any residential customer who has contacted the utility to request assistance from the utility's COVID-19 Customer Support Program.

LBWD will comply with all future revision or amendments to the proclamation.

2. The Commissioners review the Budget variance report through September 2020. The variance of revenue to budget is less than 1% favorable. The year to date operating expenses are favorable \$3,546 (14.51%). The primary reason for this variance is that we have disbursed less on labor than anticipated. Overall, net operating income is \$3,922 greater than the budget.
3. The Commissioners directed Steve to prepare a draft 2021 operating budget for discussion at the next meeting.

The meeting was adjourned at 3.02 PM

Respectfully Submitted,

Steve Diklich
Secretary

FINANCIAL SUMMARY October 13, 2020

	2020 Year to date	2020 Budget	YTD as a % of Budget
Operations & Maintenance Fund #711			
Revenues	54,357	69,960	77.7%
Expenses	23,146	35,402	65.4%
Transfers out to Capital Fund #765	40,000	31,000	129.0%
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Net Revenues, Expenses & Transfers	(8,789)	3,676	
Beginning Cash Balance	<hr/>	36,088	35,334
Ending Cash Balance	<hr/>	<hr/>	

Capital & Improvements Fund #765	
Revenues	662
Transfers in from #711	40,000
Expenses	4,198
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Net Revenues, Expenses & Transfers	36,464
Beginning Fund Balance	<hr/>
Ending Fund Balance	297,905
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	334,369