

# LEDGEWOOD BEACH WATER DISTRICT

## Minutes July 12, 2022, Meeting

Doug Martin called the meeting to order at 2:00 PM.

Commissioners present were Diane Callahan, Steve Diklich, and Doug Martin. Five community members and Andy Campbell, WWS were present.

### Minutes:

MOTION (Callahan/Martin): Approve the minutes of the June 14 meeting. The motion passed 3-0

### Financial:

The Commissioners reviewed the following vouchers for payment:

Date	Voucher #	Payee	Amount
7/11/2022	OM 7-1	Diane Callahan	\$ 118.21
7/11/2022	OM 7-2	Whidbey Water Services LLC	\$2,303.97
7/11/2022	OM 7-3	Puget Sound Energy	\$ 155.03
7/11/2022	OM 7-4	Camarena Landscaping	\$ 326.40
7/11/2022	OM 7-5	Whidbey Telcom	\$ 35.81
	Total		\$2,939.46

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

MOTION (Martin/Callahan): Approve the financial reports dated July 2022. The motion passed 3-0.

### Operations: (June 2022) by Andy Campbell, WWS.

- The Pinecrest well pumped 465,406 gallons in June. Average daily usage per meter was 110 gallons.
- Tests for coliform, iron and manganese were all satisfactory.
- Residential meters were read.
- A leak near 1892 Sea Shell was repaired.

### Old Business:

1. Voluntary Contribution Program. Diane suggested that we survey the rate payors to determine the level of interest in participating in the program. A draft survey was reviewed by the Commissioner and rate payors present.

The revised survey will be sent with the June billing. Responses will be gathered and tallied by staff at Whidbey Water through August 15.

2. Capital Asset Policy. A second draft of the policy was reviewed by the Commissioners. Changes and corrections were submitted. Steve will update the draft and submit the resolution at the August 9 meeting.
3. Service Policy. A template of a service policy provided by Whidbey Water was discussed. The policy was authored by George Bratton and Andy Campbell. The Commissioners discussed the draft policy page by page. The purpose of the discussion was to create a common understanding of each element of the draft and to modify certain elements to comply with the practices of the District.

**New Business:**

1. LBCC submitted a request to install a WiFi network in the firehouse. The Commissioner discussion led to the conclusion that the presence of the network, owned by a third party, would invoke the requirement to conduct public meetings via the internet (Zoom or other). There was no motion to approve the request.
2. Water District Website Optimization. Discussion deferred.
3. The Commissioners accompanied Andy touring the pump house.

Doug adjourned the meeting at 3:53 PM.

Respectfully Submitted,

Steve Diklich  
Secretary

**FINANCIAL SUMMARY July 11, 2022**

	2022 Year to date	2022 Budget	YTD as a % of Budget
<b>Operations &amp; Maintenance Fund #711</b>			
Revenues	36,644	73,705	49.7%
Expenses	25,075	41,705	60.1%
Transfers out to Capital Fund #765	0	32,000	0.0%
Net Revenues, Expenses & Transfers	<u>11,569</u>	<u>118</u>	
Beginning Cash Balance	<u>46,868</u>	<u>46,904</u>	
Ending Cash Balance	<u><u>58,437</u></u>	<u><u>47,022</u></u>	

<b>Capital &amp; Improvements Fund #765</b>	
Revenues	11,952
Transfers in from #711	0
Expenses	0
Net Revenues, Expenses & Transfers	<u>11,952</u>
Beginning Fund Balance	<u>362,813</u>
Ending Fund Balance	<u>374,765</u>