

LEDGEWOOD BEACH WATER DISTRICT

Minutes August 9, Meeting

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

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

Minutes:

MOTION (Martin/Callahan): Approve the minutes of the July 12 meeting. The motion passed 3-0

Financial:

The Commissioners reviewed the following vouchers for payment:

Date	Voucher #	Payee	Amount
8/4/2022	OM 8-1	Diane Callahan	\$ 118.21
8/4/2022	OM 8-2	Whidbey Water Services LLC	\$2,522.73
8/4/2022	OM 8-3	Puget Sound Energy	\$ 164.15
8/4/2022	OM 8-4	Enduris Washington	\$5,092.00
8/4/2022	OM 8-5	Whidbey Telcom	\$ 35.85
	Total		\$7,932.94

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

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

Operations: (July 2022) by Andy Campbell, WWS.

- The Pinecrest well pumped 653,827 gallons in July. Average daily usage per meter was 155 gallons.
- Tests for coliform, iron and manganese were all satisfactory.
- Service repair at 1956 Pinecrest.
- Chlorine injection pumps were serviced.
- Area around fire hydrants were trimmed.
- Andy obtained quotes for a well monitoring system, about \$2,250.

Old Business:

1. Voluntary Contribution Program. Andy reported on the preliminary results of the rate-payor survey of the program. There were 12 responses in favor, 13 against and 1 "maybe". The final date for responses is August 15.
2. Capital Asset Policy. The corrected draft was reviewed. The policy will be submitted at the September meeting for disposition.

3. Service Policy. The Commissioners continued to work on the review of the draft service policy. The Service policy documents the expectations and responsibilities of the District and the rate payors. Some of the key point of the policy:
- The original draft policy was written by Civil Engineer George Bratton and Andy Campbell.
 - The Policy addresses the process for applications for a water service and the specifications of the service to be provided.
 - The responsibility of all parties to protect the water system from contamination.
 - The billing process and delinquency collection guidelines
 - The process necessary for expanding the District service area.
 - The guidelines to apply for limited rate relief from leaks.

New Business:

None.

Doug adjourned the meeting at 3:10 PM.

Respectfully Submitted,

Steve Diklich
Secretary

FINANCIAL SUMMARY August 9, 2022

	2022 Year to date	2022 Budget	YTD as a % of Budget
Operations & Maintenance Fund #711			
Revenues	43,901	73,705	59.6%
Expenses	33,067	41,705	79.3%
Transfers out to Capital Fund #765	0	32,000	0.0%
 Net Revenues, Expenses & Transfers	<u>10,834</u>	<u>118</u>	
Beginning Cash Balance	<u>46,868</u>	<u>46,904</u>	
Ending Cash Balance	<u><u>57,702</u></u>	<u><u>47,022</u></u>	

Capital & Improvements Fund #765	
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	374,765