

LEDGEWOOD BEACH WATER DISTRICT

Minutes July 11, 2023, meeting

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

Commissioners present were Diane Callahan and Doug Martin. Commissioner position #2 was vacant following the resignation of Steve Diklich. Seven community members and Andy Campbell, WWS, were present.

Public Comments for the general good of the LBWD:

Steve Diklich was thanked for his service as LedgeWood Beach Water District commissioner.

Minutes:

MOTION (Martin/Callahan): Approve the minutes of the June 13th meeting. The motion passed 2-0

Financial:

The Commissioners reviewed the following vouchers for payment:

Date	Voucher #	Payee	Amount
7/11/2023	OM 7-1	Commissioner Callahan	\$ 118.21
7/11/2023	OM 7-2	Whidbey Water Services	\$ 3,135.05
7/11/2023	OM 7-3	Puget Sound Energy	\$ 306.36
7/11/2023	OM 7-4	Whidbey Telecom	\$ 35.85
	Total		\$ 3,595.47

MOTION (Callahan/Martin): Approve all vouchers listed above for payment. The motion passed 2-0.

MOTION (Callahan/Martin): Approve the financial reports dated July 2023 as presented. The motion passed 2-0.

Operations: (June 2023) by Andy Campbell, WWS.

- The Pincrest well #3 pumped 671,854 gallons in June. Average daily usage per meter was 159 gallons (141 connections).
- Well #3 backwash water used 40,300 gallons.
- Tests for coliform, iron and manganese were all satisfactory.
- Performed one locate.
- Residential meters were read.
- Investigated state and local requirements for ADU's (Accessory Dwelling Units) in response to an LBWD ratepayer inquiry.

Consideration of and Appointment to the vacant LBWD Commissioner Position #2.

1. Candidates Mitchell Klein and Steve Clemens were asked if they were interested in filling the remaining Position #2 term. Mitchell Klein volunteered to accept appointment. With no further discussion, President Martin moved to nominate Mitchell Klein as LBWD Commissioner Position #2. The motion passed 2-0. Commissioner Martin issued the oath of office to Commissioner Klein.

Old Business for Discussion and/or Action

1. Update on Issues pertaining to Newell Firehouse. After further discussion, the board agreed to remove the refundable deposit requirement, as well as a penalty fee for firehouse use after expiration of the rental period. Commissioner Martin will send the revised rental agreement to the LBWD attorney for review.
2. Consideration and Possible Adoption of Resolution #107 - Use of Newell Firehouse. Deferred to next meeting.
3. Consideration and Possible Adoption of Amended Resolution #105 – Rates & Charges. Deferred to next meeting.

New Business:

1. Appointment of Ledgewood Beach Water District Officers. Motion to nominate Commissioner Klein as Assistant Auditing Officer and Commissioner Callahan as Secretary. The motion passed 3-0.

Commissioner Comments:

Commissioner Martin discussed the upcoming state audit of the Ledgewood Beach Water District for the 2020-2021 time period. Terri Campbell from Whidbey Water Services will be responding to any audit inquiries, with support from the Board as needed.

President Martin adjourned the meeting at 3:50 PM.

Respectfully Submitted,



Diane Callahan
Secretary

Ledgewood Beach Water District - Financial Statement 2023

OPERATIONS & MAINTENANCE - #711	July Report	Annual Budget	Budget Target to Achieve
Cash Balance	22,759.19	22,759.19	0.00
Receipts - Base Rate	32,797.65	67,000.00	34,202.36
Receipts - Sale of Water	3,836.32	11,000.00	7,163.68
Other	0.00	0.00	0.00
Receipts - Transfer Fees/Tenant Copies	0.00	0.00	0.00
Late Fees Collected	634.73	0.00	(634.73)
Interest Earned on Investments	0.00	0.00	0.00
Computer Adjustment	0.00	0.00	0.00
NSF Checks	(149.73)	0.00	149.73
NSF Collected plus NSF Fees Collected	149.73	149.73	0.00
NSF Fee Charged	50.00	0.00	(50.00)
Expenses			
Operation & Maintenance (Vouchers)	(16,605.47)	(45,850.00)	(29,244.53)
NSF Withdrawn from Island County	(40.00)	0.00	40.00
Transfer To Capital Improvements Fund #765	(30,000.00)	(32,000.00)	(2,000.00)
Other	0.00	0.00	0.00
Ending Balance Operations & Maintenance fund	\$ 13,432.42	\$ 23,058.92	\$ 9,626.51
CAPITAL IMPROVEMENT FUND - #765			
Cash Balance	400,572.43	400,000.00	(572.43)
Receipts Hook-ups	11,000.00	0.00	(11,000.00)
Receipt Tax on Hook-up	0.00	0.00	0.00
Cash Balance Emergency Reserves	20,000.00	20,000.00	0.00
Interest Earned on Investments	3,038.41	0.00	(3,038.41)
Transfer In From Operation & Maintenance Fund #711	30,000.00	32,000.00	2,000.00
Less Capital Improvement Expenses	(294.11)	(6,000.00)	(5,705.89)
Ending Balance Capital Improvement Fund	464,316.73	446,000.00	\$ (18,316.73)
TOTAL OF ALL ACCOUNTS (Fund 711 and Fund #765)	477,749.15	469,058.92	(8,690.22)
Invested Funds	(450,000.00)		
Total Available Cash	27,749.15		
Annual Interest Earned from Investments (Year to Date)	\$ 3,038.41		