

LEDGEWOOD BEACH WATER DISTRICT

Monthly Minutes – August 8, 2017

The meeting was called to order at 2:13 p.m.

Commissioners present were Don Pinter and Dale Hockstra. Andy Campbell represented Whidbey Water Systems. Mr. Doug Martin was present as a guest community member and candidate for Commissioner on the November 2017 ballot.

August vouchers were reviewed and signed as the first order of business.

Whidbey Water Services	\$585.39
Puget Sound Energy	\$273.85
Camarena Landscaping	\$150.00
LedgeWood Beach Property Owners	\$66.18

The most recent financials reviewed:

1. Dale Hockstra moved to accept the financial report. Don Pinter seconded the motion. Passed 2-0.

Whidbey Water Services report:

1. Coliform, Iron, and Manganese are all at non-detectable levels. July water use was noted to be below June, unlike the previous year. Speculation was that a number of people have been on vacation.
2. The status of the Pincrest powerhouse project was reviewed. WWS has not yet scheduled the work due to water line breaks in various districts that WWS serves.

General Business:

1. The minutes for June 2017 were reviewed. They were approved by consensus.
2. The minutes of the special meeting on June 21, 2017 were reviewed. They were approved by consensus.
3. Backflow survey results are coming in but are not yet complete since the deadline for payment is August 15. There did not seem to be a major impact due to the typographical error, although a couple of customers did make comments.
4. It was again noted that the 2017 increase in the water base rate will start 6/15/2017 and will appear on the September billing.

5. We are still waiting on Fox Tree Service to meet with us to begin to move forward on removing large trees in the easements that threaten water mains. Letters or emails have been sent to Doug and Linda Martin @ 1936 Pinecrest, Chris and Nancy Welch @ 1928 Pinecrest, Mike Finney @ 1964 Pinecrest, and Linda Holland/Max Wilmshurst @ 1904 Cedarcrest. All homeowners except for Finney have agreed. Ralph will continue to work with Finney on a solution.
6. Don Pinter is continuing to compile a list of paid but unused water connections.

There being no further business the meeting was adjourned at 3:28 p.m.

Ledgewood Beach Water District - Financial Statement 2017

OPERATIONS & MAINTENANCE - #711	AUGUST Report	2017 Annual Budget	Budget Target to Achieve
Cash Balance (74700053400)	44,617.84	44,617.84	0.00
Receipts - Prior Year Base Rate	576.13	576.13	0.00
Receipts - Current Year Base Rate	28,467.76	45,885.00	17,417.24
Receipts - Sale of Water	3,563.62	8,362.00	4,798.38
Other	0.00	0.00	0.00
Receipts - Transfer Fees/Tenant Copies	50.00	75.00	25.00
Late Fees Collected	0.00	100.00	100.00
Interest Earned on Investments	0.00	25.00	0.00
Computer Adjustment	0.00	0.00	0.00
Redeposit NSF Checks	0.00	0.00	0.00
NSF Fees Collected	0.00	0.00	0.00
Expenses	0.00	0.00	0.00
Operation & Maintenance (Vouchers)	(11,955.92)	(24,561.00)	(12,605.08)
Island County Investment Fee	0.00	0.00	0.00
Transfer To Capital Improvements Fund #761 (Acct #2)	0.00	0.00	0.00
Transfer To Emergency Reserve Fund #747 (Acct #3)	0.00	0.00	0.00
	\$		\$
Ending Balance Operations & Maintenance fund	65,319.43	\$ 75,079.97	9,735.54
CAPITAL IMPROVEMENT FUND - #765			
Cash Balance (76100053400)	138,525.48	138,525.48	0.00
Receipts Hook-ups	22,000.00	0.00	(22,000.00)
Receipts - Other	2,655.04	500.00	(2,155.04)
Cash Balance Emergency Reserves	20,000.00	20,000.00	0.00
Interest Earned on Investments	226.48	500.00	273.52
Transfer In From Operation & Maintenance Fund #747	0.00	0.00	0.00
Less Capital Improvement Expenses (Vouchers)	(2,643.58)	(15,550.00)	(12,906.42)
Island County Investment Fee	0.00	0.00	0.00
	\$		\$
Ending Balance Capital Improvement Fund	180,763.42	143,975.48	(36,787.94)
TOTAL OF ALL ACCOUNTS (Fund 711 and Fund #765)	246,082.85	219,055.45	(27,052.40)

CASH (Operation & Maintenance)

Fund #711	January	February	March	April	May	June	July	August	Sept
Cash Balance	44,617.84	46,760.16	54,121.54	53,176.07	56,402.35	63,114.57	60,564.97	59,423.31	63,114.57
Deposit - Prior Year Base (576.13)	576.13								
Deposit - Current Base (34,845.00)	1,171.39	8,798.12	849.31	3,576.92	7,750.40	670.35	115.92	3,812.37	1,171.39
Deposit - Water (\$3,563.62)	1,209.80			942.63				1,411.19	
Deposit- Tax @.05029									
Deposit - Title Excrow Fees			25.00					25.00	
Late Fee's Collected									
Interest Earned on Investments									
Bank Deposit Books									
NSF Check - (withdrawn)									
NSF Fee - (collected)									
NSF Check - (re-deposited)									
Ending Cash Balance	47,575.16	55,558.28	54,995.85	57,695.62	64,152.75	63,784.92	60,680.89	64,671.87	65,114.57

GENERAL EXPENSES

	January	February	March	April	May	June	July	August	Sept
Attorney & legal fees									
Audit - Annual									
Filing Fees									
Dues & Fees (DOH, WAWSD, Elections)		281.61							
Education - Seminars/Workshops									
Commissioners Registration									
Other									
Lodging/Meals									
Insurance - Annual (WGEP)									
Office, Billing, Equipment & Supplies									
Postage, P.O. Box Fee, Safer Deposit Box		114.00		0.49		132.30	0.69		
Public Notices, Printing, CCR, copies						98.50	32.76		
Taxes - Other		78.26							
Travel- Business									
<u>MAINTENANCE OPERATION</u>									
Chemicals				96.34	66.99				

License & Permits						392.80		
Operation Equipment & Supplies								
Parts			78.23			97.84	73.92	
Power & Electric	235.30	168.80	155.75	165.22	167.74	171.80	213.24	273.85
Generator Propane and Parts								
Repairs						1,480.49		66.18
Sanitary Surveys								
Water Testing	15.00	103.00	61.00	55.00	315.00	55.00	55.00	63.00
<u>MAINTENANCE PARTS</u>								
Meter & Hydrants, Ditches								
Mowing, Grounds and Landscaping				150.00		300.00	150.00	150.00
Pumps, & Equipment								
<u>LABOR & LABOR SERVICES</u>								
Accounting, Billing & Customer Service	75.00	76.80	76.80	76.80	76.80	76.80	76.80	76.80
Billing (January & April)	37.50	38.40						
Financial Other								
Title Research (Reimbursed)		25.00						25.00
Commissioners Compensation - Other								
Commissioners Compensation - Young								
Commissioners Compensatn - Shellenberger								
Commsiioners Compensation - Pinter								
Manager - Operations - (Contract)	399.00	411.65	411.65	411.65	411.65	414.42	420.59	420.59
Labor - (non contract) - plus tax	53.20	139.22	118.43				59.22	
Labor - Flushing								
Labor - Meter Reading					337.77		175.36	
Labor - Repairs			917.92					
Labor - Water System								
Utility Locates								
TOTAL VOUCHER EXPENSES	815.00	1,436.74	1,819.78	1,293.27	1,038.18	3,219.95	1,257.58	1,075.42

Transfers & Withdrawals

Island County Investment Fee
Capital Improvement Txfr To Fund #761
Emergency Reserve Txfr To Fund #783
Computer Adjustment

Total Transfer & Withdrawals

Voucher Expense & Withdrawals 815.00 1,436.74 1,819.78 1,293.27 1,038.18 3,219.95 1,257.58 1,075.42

Ending Balance

\$46,760.16 \$54,121.54 \$53,176.07 \$56,402.35 \$63,114.57 \$60,564.97 \$59,423.31 \$63,596.45 \$65,311.16

\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ 63,596.45 \$ 65,311.16

Monthly Invested Funds

(\$20,000.00) (\$20,000.00)