

# Dockton Water Association

## Board Meeting

Monday, March 26, 2018

7:00 PM

Hooper's Home (26117 97th Ave SW)

### Minutes

7:00 1. CALL TO ORDER Hooper  
Present: Paul, Darton, Dick, Kelly, Hooper, Armen, Dave, Sheila  
Excused: Todd

#### CONSENT ITEMS:

7:02 2. APPROVE contents and order of the agenda Hooper

7:05 3. APPROVE Minutes of the February 26, 2018 meeting Hooper

#### INFORMATION ITEMS:

7:10 4. OPERATOR'S REPORT Dave  
a. Jerry O'Hare survey for easement: Dave to approach subject property owners regarding accessing their property to conduct the survey. This will be accomplished prior to Dave meeting with Jerry onsite next Thursday.  
b. Manzanita PRV replacement: Parts and associated hardware are expected to arrive no later than next week.

7:20 5. PRESIDENT'S REPORT Hooper  
a. Progress on office/board room remodel: Drawings and specification have been submitted to Carlos. Vashon Electric has completed their electrical assessment. Bids will be forthcoming.  
b. Dick to leave in June: Dick to retire from his board position.  
c. Notice for two new board members: There will be three contested board positions (Hooper, Paul and Sheila) and two open board positions (Steve, Dick). A notice soliciting interest in running for the five board positions will be included with the April bill.  
d. Lawsuit update: Duncan to meet with coalition partner attorneys on March 29 to plan their next steps. The coalition consists of six non-profit sewer/water organizations.

7:30 6. COMMITTEE REPORTS  
a. Planning and Capital Improvements Dick  
1. Status of 97<sup>th</sup>/Windmill project: Frank to resume work when the soil is not so saturated.  
2. Status of Sandy Shores well filtration project: The felled trees and concrete slab still need to be removed.  
3. Schedule meeting for PCI committee: Dick to schedule a committee meeting within the next month. Paul will replace Steve on the committee primarily to review drawings and schedules.

b. Finance Todd  
1. February 2018 financial report: See email from Todd attached.

- c. Water Production Paul
  - 1. Progress in bringing new wellpoints on line: There is currently enough capacity for demand. Follow up with Doug at NW Water is needed, as the gel has yet to be tested by the UW of Washington. The goal is to have the spring online for summer demand.

## **OTHER BUSINESS**

- 7:45 6.5 Questions from guest, Armen Yousoufian Armen
- a. Discussion on franchise agreement, King County ordinance to lease ROW, and consortium summary judgment.

- 7:55 7. What did we decide? Hooper
- a. Kelly to send out ballot bios to Hooper and Paul for updating. He will also send Sheila last year's ballot for updating, which has examples of bios.
  - b. Hooper to send out solicitation email from David Verret.
  - c. Dick to pick up Sandy Shores infiltration plans at the office.
  - d. Paul to submit the application for Steve's memorial bench to King County. Fee is \$3.5K. Preferred bench location is next to Dockton Spring's driveway; second preference is in the park.

- 8:00 8. Next meeting: April 23, 2018 at the Water Office

## **ADJOURN**

## February Financial Summary

Todd Currie <twcurrie@yahoo.com>

Tue 3/20/2018 8:09 AM

To:Hooper Havekotte <johnchavekotte@gmail.com>; Dick Sundholm <sunhome@aol.com>; Paul Witherspoon <witherspoonpaul62@yahoo.com>; Darton Riely-Gibbons <darton.riely.gibbons@gmail.com>; Sheila Doane <sheila.doane@outlook.com>;

Cc:Kelly Robinson <kelly@docktonwater.org>; Dave Stoltz <davestoltz454@hotmail.com>;

Board,

Here's the summary report for last month, with Notes. Overall, business continues to run well.

Receipts from billings was light, probably due to fewer days in the month.

Reserve payments were

really low (just \$499), just a blip, I'd guess. We had higher taxes and fees -- and that may be due to permit fees.

Operating costs are well below plan, as NWS costs comes down and we haven't had unscheduled repairs.

Otherwise same old story: Operations "profits" are ahead of plan and Capital Reserves are high awaiting Filtration and 97th/Windmill projects.

By the way, this is the last report that will show all 4 banks -- as we've now consolidated all funds to two, on-island banks: USBank and Chase.

I'll miss this upcoming meeting -- but please email me with any question, concerns, comments.

Todd

2017-2018 Fiscal Year	FEBRUARY 2017			Current Month and YTD vs Budget		
Operations	Actual	Budget	Variance	YTD	Budget	Variance
<b>Beginning Balance</b>	\$ 40,622	\$ 23,404	74%	\$ 20,655	\$ 14,456	43%
<b>Income:</b>						
Payments Received	\$ 15,187	\$ 17,720	-14%	\$ 147,723	\$ 151,380	-2%
<b>Costs:</b>						
Administrative Expenses	\$ (4,124)	\$ (4,638)	-11%	\$ (37,896)	\$ (46,233)	-18%
Operations Expenses	\$ (3,892)	\$ (6,675)	-42%	\$ (46,348)	\$ (53,400)	-13%
Taxes and Fees	\$ (4,315)	\$ (2,015)	114%	\$ (11,487)	\$ (9,240)	24%
<i>Transfer to Sys Replace<sup>t</sup></i>	\$ (4,167)	\$ (4,167)	0%	\$ (33,336)	\$ (33,333)	0%
<b>Net Change</b>	\$ (1,311)	\$ 226	-681%	\$ 18,656	\$ 9,174	103%
<b>Current Balance</b>	\$ 39,311	\$ 23,630	66%	\$ 39,311	\$ 23,630	66%

Replacement Reserves	Actual	Budget	Variance	YTD	Budget	Variance
<b>Beginning Balance</b>	\$ 248,231	\$ 153,957	61%	\$ 314,581	\$ 316,540	-1%
<b>Income:</b>						
<i>From Operations</i>	\$ 4,167	\$ 4,167	0%	\$ 33,336	\$ 33,334	0%
<b>Costs:</b>						
Meter Replacement	\$ (11)	\$ (500)		\$ (25)	\$ (2,000)	
97th & Windmill	\$ (176)	\$ -		\$ (80,648)	\$ (165,000)	-51%
Other Scheduled Project:	\$ -	\$ -		\$ (7,767)	\$ (20,000)	-61%
Unscheduled Costs	\$ (5,322)	\$ (750)	610%	\$ (12,588)	\$ (6,000)	110%
<b>Net Change</b>	\$ (1,342)	\$ 2,917	-146%	\$ (67,692)	\$ (159,666)	-58%
<b>Current Balance</b>	\$ 246,889	\$ 156,874	57%	\$ 246,889	\$ 156,874	57%

Improvement Reserves	Actual	Budget	Variance	YTD	Budget	Variance
<b>Beginning Balance</b>	\$ 249,737	\$ 195,250	28%	\$ 327,692	\$ 334,150	-2%
<b>Income:</b>						
Reserve Base Charges	\$ 499	\$ 1,267	-61%	\$ 9,556	\$ 10,133	-6%
Capital Charges	\$ 5,427	\$ 5,533	-2%	\$ 45,191	\$ 44,267	2%
<b>Costs:</b>						
State Loan Payments	\$ -	\$ -		\$ (31,718)	\$ (32,000)	-1%
97th & Windmill	\$ -	\$ -		\$ (57,344)	\$ (45,000)	27%
Sandy Shores Filtration	\$ -	\$ (10,000)		\$ (29,018)	\$ (95,000)	-69%
Other Scheduled Project:	\$ -	\$ -		\$ (8,695)	\$ (23,000)	-62%
Other Outlays	\$ (4,180)	\$ (500)		\$ (4,180)	\$ (2,000)	
<b>Net Change</b>	\$ 1,746	\$ (3,700)	-147%	\$ (76,209)	\$ (142,600)	-47%
<b>Current Balance</b>	\$ 251,483	\$ 191,550	31%	\$ 251,483	\$ 191,550	31%

NOTES:

- 1 Light on Receipts in Feb (fewer days to collect)
- 2 Kelly keeping Admin costs well controlled
- 3 Payroll and Unscheduled Maint both well below plan
- 4 "loss" for month not material considering low revenue. YTD still way ahead
- 5 We have taken on more, small unscheduled projects
- 6 \$90k more still in the bank than planned
- 7 billing receipts from Reserve Shares surprisingly light in Feb
- 8 Capital Improvement funds are high awaiting Sandy Shores filtration

Current Fund Balances	Actual	Budget
Operations	\$ 39,311	\$ 23,630
System Replacement	\$ 246,889	\$ 156,874
Capital Improvement	\$ 251,483	\$ 191,550
Contingency Reserve	\$ 78,400	\$ 78,400
<b>Total Funds</b>	<b>\$ 616,083</b>	<b>\$ 450,454</b>

*This variance primarily due to project delays\**

Current Bank Balances	
US Bank (on Vashon)	\$ 118,423
Bank of America	\$ 138,415
BEUC	\$ 209,358
Chase (on Vashon)	\$ 183,280
<b>Total Funds</b>	<b>\$ 649,476</b>

*Cash in the bank exceeds Cash in the books \**