

MADRONA BEACH COMMUNITY WATER SYSTEM

Board Meeting Minutes

September 11, 2024

BOARD MEMBER ATTENDANCE

Laurie Cook
Jeff Erwin
Scott Lawhon
Diana Nestor
Jeff Patt
Jerry Piontkowski
Ryan White

SHAREHOLDER ATTENDANCE

None

I. CALL TO ORDER

The meeting was called to order at 6:32 pm by Ryan White, President. All seven Board Trustees were in attendance.

II. SHAREHOLDER COMMENTS

None.

III. WATER SHARE TRANSFER

Water share #292 was transferred from Bradly Namie to Tom Levan in a private transaction. MBCWS received our standard \$1,500 transfer fee to process the water share paperwork and update our database.

IV. MEETING MINUTES

The minutes of the August meeting were unanimously approved, with no changes.

V. TREASURER'S REPORT

A. Balance Sheet and P&L

Diana presented the financials for August. We had a negative net income for the month due to the expenses incurred for well #3.

Total assets as of 8/30/2024: \$308,857.56

August income: \$1,866.61

August expenses: \$19,801.82

August net income: \$-17,935.21

VI. WATER SYSTEM OPERATIONS & UPGRADES

A. Third Well

We are still awaiting response/approvals from the State of Washington to bring well #3 online. Ryan will sign the Compliance Affidavit for the Department of Ecology, and have it notarized, and Laurie will send it in via USPS.

B. Connection Upgrade Status

Quality Water Care will start upgrading the first 25 connections soon. Costs for connection hardware for this first wave of upgrades is approximately \$12,000.

C. Notifications to High Users

Jeff has followed up with the three shareholders who had high water usage in Q2. Two running toilets were identified at one property, and Quality Water Care will check the meter at another property.

D. Pressurized Line

After we received alerts from several shareholders on Melissa Street about low water pressure (especially in the mornings), Quality Water Care found that one of the two pumps in the pressure system room had been turned off, causing this issue. It is unknown how this happened. Quality has asked us to re-key the room, and Scott will work with Jeff to do this.

VII. OLD BUSINESS

A. Water Overuse Fees

New water overuse fees were unanimously approved for 2025, as follows:

OVERUSE FEES: Water usage between 110,001 and 150,000 gallons is charged at \$0.012 per gallon. Water usage between 150,001 and 200,000 gallons is charged at \$0.02 per gallon. Water usage of 200,001 gallons or more is charged at \$0.025 per gallon. These charges are included in the annual bill for the year prior.

Laurie will update our website and include this information in the Q3 meter reads. The Board will revisit the usage caps in the future as well.

B. Transfer Fees

The Board will consider increasing property transfer fees in 2025.

VIII. CUSTOMER SERVICE REPORT

Laurie shared that several shareholders have reached out to thank the Board for our ongoing efforts and support.

IX. NEW BUSINESS

A. Monthly Stipends

Ryan proposed that the Board consider paying monthly stipends to our Treasurer, Secretary, and Operations Liaison, as these Board members spend quite a bit of time managing our private water system. MBCWS has paid stipends in the past, and other water associations use paid staff. The Board discussed this and decided to research/consider it further when we are in a better cash flow position.

B. 2025 Operating Budget

The Board discussed the need to develop and adopts an operating budget for 2025. We will work on this over the next few months.

C. Investments

Diana raised the question about whether we can invest some of our funds in order to earn a higher rate of return. We will need to research this further.

X. ADJOURNMENT

The meeting was adjourned at 7:58 pm, followed by a short Executive Session.

Next Board meeting: October 9, 2024 at 6:30pm.

Respectfully submitted,
Laurie Cook, Board Secretary