

MADRONA BEACH COMMUNITY WATER SYSTEM

Board Meeting Minutes

June 18, 2025

BOARD MEMBER ATTENDANCE

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

SHAREHOLDER ATTENDANCE

None

I. CALL TO ORDER

The meeting was called to order at 6:35pm by Ryan.

II. SHAREHOLDER COMMENTS

None.

III. MEETING MINUTES

The minutes of the May meeting were unanimously approved.

IV. TREASURER'S REPORT

A. Balance Sheet, May P&L YTD

Diana presented the May financials, with these highlights:

Total assets as of 5/31/2025: \$227,426.45
Income YTD: \$194,240.64 (water fees, interest earned)
Expenses YTD: \$190,013.46
Net income YTD: \$4,302.18

B. Annual Invoicing Update

Several shareholders still owe all or part of their annual water fees. Diana will send final notices and updated invoices, with 18% interest and \$75 late fees added. We will shut the water off to accounts without payment plan arrangements if fees are outstanding as of August 15.

V. WATER SYSTEM OPERATIONS & UPGRADES

A. 2025 Connection Upgrades

We will be completing 10 more upgrades after all, as Quality Water Care wants to get these done before addressing the ravine. These will be in the same area as the prior upgrades at Maple/Sunset/Olympic. Becky will communicate the work/shutdown dates.

We still want to push for summer work in the 5-acre ravine at Blackburn and Sunset, and the ravine at Henning and Olympic. The trees in these areas haven't been maintained, we don't know where the water lines are, and there are likely leaks that need to be found and resolved.

B. Water Leak at Fifth & Alder

This was a major leak that washed away part of the road and almost drained the tank. The water main was replaced, and the asphalt was repaired for a total cost of approximately \$20,000.

C. New Storage Tank(s)

We will present the research and tentative game plan at the annual meeting.

D. Generator Service Contract

Tabled for next meeting.

E. Fire Hydrant Testing

We discussed the importance of exercising our fire hydrants. Ryan will pursue this with Camano Fire Department and Jeff will coordinate with Quality Water Care.

VI. CUSTOMER SERVICE REPORT

Covered in previous discussions.

VII. OLD BUSINESS

A. Insurance Policy Renewals

Jeff found a new insurance provider who specializes in insuring fire houses, water systems, and schools. They offer a dramatic upgrade in knowledge and expertise from our prior provider. He advised the Board that we have gaping holes in our existing policy, including the water tank and generator building not being insured. Our new coverage will be \$1 million + a \$1 million umbrella to cover both the Board and the association, and it will start on Friday, June 20. All this for \$1,400 less than we were paying! Jeff made the motion to approve, Diana seconded, all in favor.

B. Quality Water Care 2025 Contract

Tabled for next meeting. We will take our existing contract and draft an update to be negotiated with QWC.

C. Annual Meeting: Saturday, June 28

The agenda for the annual meeting was discussed and finalized. Laurie will print shareholder packets with the agenda, 2024 meeting minutes, water use report, cash flow plan, and 2026 rates. Diana will provide punch and cookies. We will meet at 9am to set up.

D. Open Board Member Position

We will continue looking for a shareholder to join our Board as a Trustee.

VIII. NEW BUSINESS

A. Consumer Confidence Report (CCR)

Laurie will post the new CCR on the website and send it to all shareholder via email or USPS (for those shareholders without email).

XI. ADJOURNMENT

The meeting was adjourned at 8:10 pm.

Next Board meeting: August 13, 2025 at 6:30pm.

Respectfully submitted, Laurie Cook, Board Secretary