

SunLand Water District

Board of Commissioners Meeting of September 12, 2017

MINUTES

Purpose

Regular Meeting

1. **Call to order**. 9:00 AM at 5762 Woodcock Road, Sequim, WA 98382
 - a. Attendees: Commissioners Larison, Putnam and Friess; Mike Langley, District Manager; Karen Shay, bookkeeper; Gary Fortmann, Division 17 President.
2. **Minutes**: the minutes of the August 8, 2017 regular meeting were approved as presented.
3. **Financial Report**: Karen Shay presented the financial reports through August 31, 2017. Discussion of several unusual amounts probably the result of some 2016 payments being included in the 2017 "actuals." Overall, our financial position looks very good as we should have less net loss than budgeted.
4. **Manager's Report**: Mike Langley presented his report which is appended to and is a part of the official meeting minutes.
5. **Old Business**:
 - a. **Resolution 96**. After deliberation it was decided to leave the March 13, 2012 resolution "as is" and consider any future requests for a variance in water and sewer fees on a case-by-case basis.
 - b. **Online Banking Access**. Working fine now. No actions needed.
 - c. **New Office Status Report**. Four "punch list" items for contractor to fix. Working on security features such as monitoring, cameras, and fencing. Much progress made.
 - d. **Status of Meter/meter setter installation**. Almost completely done. Less than a dozen meters remaining.
 - e. **Meter Reading/Data Processing**. Will be getting on-site training from VISION staff in the next month or so. Will begin reading all meters and ensuring data flows into the VISION software for reporting.
6. **New Business**:
 - a. Schedule 2018 budget workshops. Will meet Wednesday September 20, 2017 @ 1 PM for initial 2018 budget draft. Langley and Shay will take inputs from that meeting and construct a 2018 budget for approval during the October 10, 2017 Commissioner's meeting.
7. **Checks and Vouchers**. None presented. Will complete these during the September 20, 2017 budget meeting.

Meeting adjourned at 10:10 AM.

Respectfully submitted
Jim Larison
Board President