

Raleigh Water District Board Meeting

MINUTES

APRIL 17, 2024

7:00 PM

5010 SW SCHOLLS FERRY ROAD
PORTLAND, OR 97225

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|-------------------|--|
| MEETING CALLED BY | Board of Commissioners |
| TYPE OF MEETING | Regular Monthly |
| FACILITATOR | |
| NOTE TAKER | Matt Steidler |
| TIMEKEEPER | N/A |
| ATTENDEES | Visse, Mickiewicz, Bhasker, Ownby, Ems, Carney, Steidler |

Agenda topics

N/A

MEETING CALLED TO ORDER

CHAIRMAN

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|--------------|--|----------|--|
| DISCUSSION | Meeting called to order at 19:01. | | |
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| | WEBEX Meeting Link https://raleighwaterdistrict.my.webex.com/raleighwaterdistrict.my/j.php?MTID=m51b1825ec655efe1bdd014c94a135cd2 | | |
| CONCLUSIONS | | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
| | | | |

N/A

APPROVE MINUTES FOR THE 03/20/2024 MEETING

CHAIRMAN

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| DISCUSSION | Minutes for the 03/20/24 read, reviewed and approved. | | |
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| CONCLUSIONS | | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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N/A

APPROVE PAYMENT OF BILLS AND SIGN CHECKS

CHAIRMAN

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| DISCUSSION | All bills and checks were reviewed. All bills approved for payment. All checks approved for signature. | | |
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| CONCLUSIONS | All in favor of approving bills for payment and signing checks. | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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N/A

ACCOUNTANTS REPORT

CHAIRMAN

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|---------------------|--|-----------------|--|
| DISCUSSION | 3 rd quarter profit vs loss report reviewed. Cash balances are in order. Interest income is up. Water revenue is in line with estimate. | | |
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| CONCLUSIONS | | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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N/A

REVIEW FY 24/25 PRELIMINARY BUDGET

CHAIRMAN

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|-------------------------|--|-----------------|--|
| DISCUSSION | Reviewed all funds. Revenues and expenditures all looked good. Personal Services up 3.67%, Materials & Supplies up 3.58%, Capital Outlay down 3.01%, CIRF up 18.95%. | | |
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| CONCLUSIONS | | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
| Budget Committee Member | Board | May 14, 2024 | |

N/A

CIP UPDATE

CHAIRMAN

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|---------------------|---|-----------------|--|
| DISCUSSION | SW 90 th Ct. – Pressure testing and chlorination scheduled for 4/18/24. Emergency Generator – ATS was delivered and is onsite. BH Hwy/Laurelwood Development - | | |
| CONCLUSIONS | RHES – Pre-con meeting 04/18/2024. | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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N/A

WATER MANAGERS ADVISORY/WCSL UPDATE

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| DISCUSSION | Water Managers – Bull Run Parameters in line with historical averages, New rate model available for review if interested.. | | |
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| CONCLUSIONS | | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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N/A

SECURITY UPGRADES

CHAIRMAN

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| DISCUSSION | New steel doors have been installed. | | |
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| CONCLUSIONS | | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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N/A

AGING REPORT

CHAIRMAN

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| DISCUSSION | Reviewed. No significant issues. | | |
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| CONCLUSIONS | | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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N/A

CORRESPONDANCE

CHAIRMAN

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| DISCUSSION | MCAP resolution reviewed and approved for the nominations. | | |
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| CONCLUSIONS | All in favor. | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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N/A

PUBLIC COMMENT

CHAIRMAN

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| DISCUSSION | None. | | |
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| CONCLUSIONS | | | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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OTHER DISCUSSION:

1. Oregon Health Division Sanitary Survey scheduled for 04/26/2024.
2. Look into connecting into sanitary sewer.
3. Dustin to sign checks.

Additional Items:

1. Bank Statement:

| | LGIP | BANNER BANK | CASH RECAP BY FUND | TOTAL |
|---------------------------|---------------------|--------------------|--------------------|---------------------|
| General Account | \$281787.81 | \$49968.05 | | |
| General Account (CIF) | \$0 | \$97.74 | GF - \$341327.76 | |
| General Account (SDF) | \$0 | \$184.84 | SDF - \$459002.12 | |
| Public Funds Account (GF) | \$0 | \$9571.90 | CIRF - \$596183.59 | |
| System Development Fund | \$453724.55 | \$5092.73 | | |
| Capital Improvement Fund | \$559614.26 | \$36471.59 | | |
| TOTAL | \$1295126.62 | \$101386.85 | | \$1396513.47 |

2. Checks approved for payment: Banner -#12685 thru #12705.
3. Water loss for the month of April 2024: Water Purchased – 14701ccf, Water Sold – 13230ccf, YTD UAW – 6.80%.
4. Meeting Adjourned at 20:00 pm.
Next Meeting: 05/15/2024 at 7:00 pm