



RALEIGH WATER DISTRICT BOARD MEETING TUESDAY NOVEMBER 16, 2004

**11/16/2004
7:00 PM
District Office
5010 SW Scholls Ferry Road
Portland, OR 97225**

**Meeting called by:
Board**

**Type of meeting:
Monthly**

**Note taker: Phil
Gladstein**

Attendees: Bob Maddock, Bob Roseta, Phil Gladstein, Pat Carney, Matt Steidler

----- Agenda Topics -----

Call meeting to order	Bob Maddock
Approve minutes for the October 12, 2004 meeting	Bob Maddock
Approve payment of bills and sign checks	Bob Maddock
Construction update	Matt Steidler
FY 03/04 Audit Status	Matt Steidler
Aging Report	Bob Maddock
Washington County Supply Line proposal	Matt Steidler
Discuss Budget issues	Matt Steidler
District Sign	Matt Steidler
Correspondence	Bob Maddock
Public Comment	Bob Maddock

Other Information

----- Agenda Topics -----

Call meeting to order

Bob Maddock

Discussion: Called meeting to order at 7:00 pm.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve minutes for the October 12, 2004 meeting Bob Maddock

Discussion: Minutes read and approved.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve payment of bills and sign checks

Bob Maddock

Discussion: Approved payment of bills and signed checks.

Conclusions:

Action items:

Person responsible:

Deadline:

Construction update

Matt Steidler

Discussion: All piping complete. Pump Station to be delivered tomorrow. Awaiting new power line installation.

Conclusions:

Action items:

Person responsible:

Deadline:

FY 03/04 Audit Status

Matt Steidler

Discussion: Completed and reviewed. Auditor suggestions will be added.

Conclusions:

Action items:

Person responsible:

Deadline:

Aging Report		Bob Maddock	
Discussion: OK.			
Conclusions:			
Action items:	Person responsible:	Deadline:	
Washington County Supply Line proposal		Matt Steidler	
Discussion: New agreement in the works. Purpose of the agreement will be to allow Tigard to buy in if feasible.			
The new agreement will free up some additional water for the district to purchase.			
Conclusions:			
Action items:	Person responsible:	Deadline:	
Discuss Budget issues		Matt Steidler	
Discussion: Unexpected expenses have brought several line items close to the limits. Will monitor over the next several			
Months to ensure we do not exceed allowance. Board voted to transfer \$50,000 to CIRF.			
Conclusions:			
Action items: Pat Carney to keep an eye out for investment opportunities	Person responsible:	Deadline:	
With CDs.			

District Sign		Matt Steidler	
<u>Discussion:</u> New sign is almost completed. Phil Gladstein says "Way to go".			
<u>Conclusions:</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

Correspondence		Bob Maddock	
<u>Discussion:</u> None			
<u>Conclusions:</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

Public Comment		Bob Maddock	
<u>Discussion:</u> None			
<u>Conclusions:</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

Other Information

Special notes:

1. Bank Statement:

	KEY BANK	LGIP
GENERAL ACCOUNT	\$19,062.02	\$215,469.58
TIME DEPOSIT	\$21,393.29	
SYSTEM DEVELOPMENT FUND		\$20,743.02
CAPITAL IMPROVEMENT FUND		\$267,654.30
TOTAL	\$40455.31	\$503,866.90

TOTAL		\$544,322.21
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2. Checks approved for payment: #3252 thru #3285.
3. Water loss for the month of November: Water Purchased - 21586 ccf, Water Sold - 17294 ccf, UAW - 19.88 %, 3 Month AVG. - 9.08 %.
4. Meeting Adjourned at 7:35 pm.
5. Next Meeting: 12/21/04.
6. Additional Items:
7. Board approved \$35.00 Turkey gift to Matt Steidler.
8. Board approved purchase of Christmas wreath from the Boy Scouts.