



RALEIGH WATER DISTRICT BOARD MEETING TUESDAY FEBRUARY 19, 2008

2/19/2008
7:00 PM
District Office
5010 SW Scholls Ferry Road
Portland, OR 97225

Meeting called by:	Board of Commissioners	Type of meeting:	Regular monthly
Note taker:	Phil Gladstein		
Attendees:	Phil Gladstein, Babette Horenstein, Russ Mickiewicz, Aaron O'Donnell, Pat Carney, Matt Steidler		

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

Call meeting to order.	Bob Maddock
Approve minutes for the January 15, 2008 meeting.	Bob Maddock
Approve payment of bills and sign checks.	Bob Maddock
FY 06/07 Audit update.	Matt Steidler
Accountants report.	Pat Carney
Web report	Aaron O'Donnell
Reservoir project.	Matt Steidler
Radio Read update.	Matt Steidler
Construction Report	Matt Steidler
Aging Report.	Bob Maddock
Correspondence.	Bob Maddock
Public Comment	Bob Maddock

Other Information

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

Call meeting to order. Bob Maddock

Discussion: Babette Horenstein called meeting to order at 7:12 PM.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve minutes for the January 15, 2008 meeting. Bob Maddock

Discussion: Minutes read and approved.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve payment of bills and sign checks.

Bob Maddock

Discussion: All bills approved for payment and checks signed.

Conclusions:

Action items:

Person responsible:

Deadline:

FY 06/07 Audit update.

Matt Steidler

Discussion: FY 06/07 reviewed. Pat Carney pointed out the only negative observation was that the District had more money at the end of the FY than budgeted, which he does not believe is a violation of the budget laws. Audit approved and accepted by the Board.

Conclusions:

Action items:

Person responsible:

Deadline:

Accountants report.

Pat Carney

Discussion: Pat presented a separate report which shows a running balance of the checking account. The report is encouraged to better support internal control of funds.

Conclusions:

Action items:

Person responsible:

Deadline:

Web report

Aaron O'Donnell

Discussion: Aaron reported that a large number of the site hits were from North Carolina.

Conclusions:

Action items:

Person responsible:

Deadline:

Reservoir project.

Matt Steidler

Discussion: Matt presented recommendation letter from MSA to award project to B.W. Berry Company. They were the only bidder with a bid at \$294,000. Board approved awarding bid to B.W. Berry.

Conclusions:

Action items:

Person responsible:

Deadline:

Radio Read update.

Matt Steidler

Discussion: Matt reported progress on the system. Training has been completed. Data logging portion of the system is not functioning properly. Working with GreenTree to correct.

Conclusions:

Action items:

Person responsible:

Deadline:

Construction Report

Matt Steidler

Discussion: Reviewed status of Laurelwood, 86th and Condo projects.

Conclusions:

Action items:

Person responsible:

Deadline:

Aging Report.

Bob Maddock

Discussion: Reviewed and discussed.

Conclusions:

Action items:

Person responsible:

Deadline:

Correspondence.

Bob Maddock

Discussion: None.

Conclusions:

Action items:

Person responsible:

Deadline:

Public Comment		Bob Maddock	
Discussion: None.			
Conclusions:			
Action items:		Person responsible:	Deadline:

Other Information

- Reviewed Resolution 2-19-2008 which establishes meter accessibility policy and charges for inability to access meters. Board reviewed, discussed and approved resolution.

Special notes:

1. Bank Statement:

	LGIP	BANNER BANK	TOTAL
General Account	\$61314.05	\$19739.98	
General Account (CIF)	\$0	\$1760.45	
General Account (SDF)	\$0	\$5572.00	
Public Funds Account (GF)	\$0	\$121737.31	
Public Funds Account (SDF)	\$0	\$42883.44	
Public Funds Account (CIF)	\$0	\$236974.76	
Time Deposit	\$0	\$0	
Money Market(GF)	\$0	\$0	
Money Market(CIF)	\$0	\$0	
System Development Fund	\$18059.96	\$0	
Capital Improvement Fund	\$119039.58	\$0	
TOTAL	\$198413.59	\$428667.94	\$627081.53

2. Checks approved for payment: Banner - #5876 thru #5912 .
3. Water loss for the month of February 2008: Water Purchased – 14780ccf, Water Sold – 13813ccf, UAW –6.54%, 3 Month AVG. – 10.17%.
4. Meeting Adjourned at 8:15pm.
5. Next Meeting: 03/18/2008 at 7:00 pm.