

Raleigh Water District Board Meeting

MINUTES

MARCH 15, 2023

7:00 PM

5010 SW SCHOLLS FERRY ROAD
PORTLAND, OR 97225

MEETING CALLED BY	Board of Commissioners
TYPE OF MEETING	Regular Monthly
FACILITATOR	
NOTE TAKER	Matt Steidler
TIMEKEEPER	N/A
ATTENDEES	Dick V., Dustin O., Narjala B., Robert E., Pat C., Matt S.

Agenda topics

N/A

MEETING CALLED TO ORDER.

CHAIRMAN

DISCUSSION	Meeting called to order at 19:04 pm.		
WEBEX Meeting Code 2550 643 1660			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE MINUTES FOR THE 02/15/2023 MEETING

CHAIRMAN

DISCUSSION	Minutes read and approved. Moved and seconded. All approved.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE PAYMENT OF BILLS AND SIGN CHECKS

CHAIRMAN

DISCUSSION	All bills and checks reviewed. Motioned and seconded to approve all bills for payment and sign checks.		
CONCLUSIONS	All bills approved for payment. All checks approved for issue and signature.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Dustin to sign 03/16/2023.			

N/A

ACCOUNTANTS REPORT

CHAIRMAN

DISCUSSION	Pat reviewed cash balances for all accounts. All accounts are in order.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

FY 23/24 DRAFT BUDGET REVIEW / APPOINT BUDGET OFFICER

CHAIRMAN

DISCUSSION	Reviewed and discussed the Resources and Expenditures for the General Fund.		
Discussed the projected 24.1% rate increase for water purchases from the City of Portland.			
Discussed managers salary and proposed 3.8% increase.			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Dustin to contact SDAO for guidance on salary and increase practices.	Dustin O.	April meeting	

N/A

CIP UPDATE

CHAIRMAN

DISCUSSION	Reviewed draft proposal for scope of work for FY 23/24 projects from Consor.		
CONCLUSIONS	CIRF budget numbers will be ready by April meeting.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

WATER MANAGERS ADVISORY/WCSL UPDATE

DISCUSSION	WCSL Future Use – No meeting		
Water Managers – Missed meeting due to SCADA work.			
Wholesale Contract - Missed meeting due to SCADA work. Meeting materials forwarded to Board.			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A	LEAD SERVICE LINE INVENTORY	CHAIRMAN
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DISCUSSION	Working on preparing customer information reports for 120Water.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

N/A	AGING REPORT	CHAIRMAN
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DISCUSSION	Reviewed aging report. Nothing significant to note.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

N/A	CORRESPONDANCE	CHAIRMAN
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DISCUSSION	None.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

N/A	PUBLIC COMMENT	CHAIRMAN
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DISCUSSION	N/A	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OTHER DISCUSSION:

1. Touch base with Industrial Systems on the need for a new expansion unit for SCADA.
- 2.

Additional Items:

1. Bank Statement:

	LGIP	BANNER BANK	CASH RECAP BY FUND	TOTAL
General Account	\$24605.23	\$182261.60		
General Account (CIF)	\$0	\$97.74	GF - \$215956.67	
General Account (SDF)	\$0	\$184.84	SDF - \$437270.28	
Public Funds Account (GF)	\$0	\$9089.84	CIRF - \$420412.02	
System Development Fund	\$432246.45	\$4838.99		
Capital Improvement Fund	\$385644.18	\$34670.10		
TOTAL	\$842495.86	\$231143.11		\$1073638.97

1. Checks approved for payment: Banner -#12353 thru #12380.
2. Water loss for the month of March 2023: Water Purchased -13155 ccf, Water Sold - 11867 ccf, YTD UAW - 4.24%.
3. Meeting Adjourned at 19:42 pm.
4. Next Meeting: 04/19/2023 at 7:00 pm.