

# Raleigh Water District Board Meeting

## MINUTES

MAY 24, 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	Bhasker, Ems, Visse, Ownby, Carney, Steidler

### Agenda topics

N/A MEETING CALLED TO ORDER/PUBLIC HEARING RATE INCREASE CHAIRMAN

DISCUSSION	Meeting called to order at 19:26. Public Hearing for rate increase called to order. No public comment.		
WEBEX Meeting Code 2553 895 7487			
CONCLUSIONS	Motioned and seconded to accept 10% rate increase for FY 23/24. All approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A APPROVE MINUTES FOR THE 04/19/2023 MEETING CHAIRMAN

DISCUSSION	Minutes read and approved.		
CONCLUSIONS	Motioned and seconded to approve the minutes. All in favor.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A APPROVE PAYMENT OF BILLS AND SIGN CHECKS CHAIRMAN

DISCUSSION	All bills and checks reviewed for payment and signature of checks.		
CONCLUSIONS	Motioned and seconded to approve bills for payment and sign checks. All approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

ACCOUNTANTS REPORT

CHAIRMAN

<b>DISCUSSION</b>	Pat reviewed a current Profit vs Loss report. GF Materials & Supplies is close to requiring a contingency transfer.		
<b>CONCLUSIONS</b>	Review total expenditures again at the June 20, 2023 meeting.		
General Insurance invoice was paid, just applied to the wrong line item.			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

ROOF & 78<sup>TH</sup> AVE REPAIR QUOTES

CHAIRMAN

<b>DISCUSSION</b>	Roof – 4 bids received. Low bid \$9,230.16 from Exterior Care PDX 78 <sup>th</sup> Ave. – Bid from JQ Construction who did the work in December, \$14,350.00		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
	Board	05/01/2023	

N/A

CIP UPDATE

CHAIRMAN

<b>DISCUSSION</b>	Service Agreement with Consor signed and sent back to Consor for execution. Meeting with Consor on 06/06 to get started. Emergency Generator bid status- Out to bid. Bid closing 06/19/2023.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

WATER MANAGERS ADVISORY/WCSL UPDATE

<b>DISCUSSION</b>	WCSL Future Use – No meeting Water Managers – No meeting. Wholesale Contract - Review annual cost summary. Reviewed projected costs under new agreement vs the old agreement.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

LEAD & COPPER SAMPLING

CHAIRMAN

<b>DISCUSSION</b>	Sample bottles delivered and collecting tomorrow.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

AGING REPORT

CHAIRMAN

<b>DISCUSSION</b>	Reviewed. No significant issues to note. Pathfinder Properties did have 3 accounts past due, but they recently changed their billing process, which is probably why. Studio 503 was also late.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

CORRESPONDANCE

CHAIRMAN

<b>DISCUSSION</b>	None.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

PUBLIC COMMENT

CHAIRMAN

<b>DISCUSSION</b>	None.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**OTHER DISCUSSION:**

1. SCADA expansion unit – Received
- 2.

**Additional Items:**

1. Bank Statement:

	LGIP	BANNER BANK	CASH RECAP BY FUND	TOTAL
General Account	\$24761.81	\$125381.39		
General Account (CIF)	\$0	\$100097.74	GF - \$159293.35	
General Account (SDF)	\$0	\$184.84	SDF – \$439998.77	
Public Funds Account (GF)	\$0	\$9150.15	CIRF – \$523069.85	
System Development Fund	\$434943.19	\$4870.74		
Capital Improvement Fund	\$388076.54	\$34895.57		
<b>TOTAL</b>	<b>\$847781.54</b>	<b>\$274580.43</b>		<b>\$1122361.97</b>

2. Checks approved for payment: Banner -#12402 thru #12421.
3. Water loss for the month of May 2023: Water Purchased – 25643ccf, Water Sold – 23628 ccf, YTD UAW – 5.30%.
4. Meeting Adjourned at 8:09 pm.  
Next Meeting: 06/20/2023 at 7:00 pm