



RALEIGH WATER DISTRICT BOARD MEETING WEDNESDAY, OCTOBER 19, 2011

10/19/2011
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: | Aaron O'Donnell, Dick Visse, Russ Mickiewicz, Phil Gladstein, Pat Carney, Matt Steidler | | |

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

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|---|-----------------|
| Call meeting to order. | Aaron O'Donnell |
| Approve payment of bills and sign checks. | Aaron O'Donnell |
| Approve minutes for the 09/21/2011 meeting. | Aaron O'Donnell |
| Accountants Report. | Pat Carney |
| Verizon cellular proposal | Aaron O'Donnell |
| FY 11/12 Construction. | Matt Steidler |
| 2012 water rate increase. | Matt Steidler |
| Aging report. | Aaron O'Donnell |
| Correspondance. | Aaron O'Donnell |
| Public Comment. | Aaron O'Donnell |

Other Information

Special notes:

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

Call meeting to order.

Aaron O'Donnell

Discussion: Meeting called to order at 7:05 pm.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve payment of bills and sign checks.

Aaron O'Donnell

Discussion: All bills approved for payment. All checks signed.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve minutes for the 09/21/2011 meeting. Aaron O'Donnell

Discussion: Minutes read and approved.

Conclusions:

Action items:

Person responsible:

Deadline:

Accountants Report.

Pat Carney

Discussion: Reviewed profit loss statement for 1st Qtr. FY 11/12. No discrepancies noted.

Board approved \$75,000 transfer from General Fund to the Capital Improvement Reserve Fund as budgeted.

Conclusions:

Action items:

Person responsible:

Deadline:

Verizon cellular proposal

Aaron O'Donnell

Discussion: Reviewed the amended lease agreement from Verizon's attorney.

Conclusions: Submit their proposal to the Districts attorney for review and consultation.

Action items:

Person responsible:

Deadline:

FY 11/12 Construction.

Matt Steidler

Discussion: Plans still pending easement situation on old Hazelnut Ln. Once survey is complete, MSA will proceed.

Conclusions:

Action items:

Person responsible:

Deadline:

2012 water rate increase.

Matt Steidler

Discussion: Initial numbers reflect less revenue collected since going to tiered rate structure. Board is considering a 3% rate increase to be implemented in March 2012.

Conclusions:

Action items: Gather data to compare revenue vs water sold before and after the tiered rate went into effect.

Person responsible:

Deadline:

Matt Steidler/Pat Carney

Aging report.

Aaron O'Donnell

Discussion: Reviewed.

Conclusions:

Action items:

Person responsible:

Deadline:

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|--------------------------|---------------------|-----------------|--|
| Correspondance. | | Aaron O'Donnell | |
| <u>Discussion:</u> None. | | | |
| | | | |
| <u>Conclusions:</u> | | | |
| | | | |
| Action items: | Person responsible: | Deadline: | |
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|--------------------------|---------------------|-----------------|--|
| Public Comment. | | Aaron O'Donnell | |
| <u>Discussion:</u> None. | | | |
| | | | |
| <u>Conclusions:</u> | | | |
| | | | |
| Action items: | Person responsible: | Deadline: | |
| | | | |

Other Information

Special notes:

1. Bank Statement:

| | LGIP | BANNER BANK | BANK OF OSWEGO MONEY MARKET | BANK OF OSWEGO CHECKING | TOTAL |
|---------------------------|---------------------|---------------------|--------------------------------|----------------------------|---------------------|
| General Account | \$92,219.13 | \$75,270.07 | \$50,228.10 | \$500.00 | |
| General Account (CIF) | \$0 | \$493.70 | \$0 | | |
| General Account (SDF) | \$0 | \$10,633.45 | \$0 | | |
| Public Funds Account (GF) | \$0 | \$22,436.05 | \$0 | | |
| System Development Fund | \$9,717.07 | \$25,714.71 | \$25,797.51 | | |
| Capital Improvement Fund | \$50,495.47 | \$14,385.15 | \$171,472.08 | | |
| TOTAL | \$152,431.67 | \$148,933.13 | \$247,497.69 | \$500.00 | \$549,362.49 |

2. Checks approved for payment: Banner - #7572 thru #7601 .

3. Water loss for the month of OCT. 2011: Water Purchased – 16,935ccf, Water Sold –15,454 ccf, YTD UAW – 5.10%.

4. Meeting Adjourned at **8:30** pm.

Next Meeting: 11/16/2011 at 7:00 pm