

RAINS CREEK WATER DISTRICT
Board of Directors Regular Meeting

MINUTES

Board of Directors Meeting
March 20, 2024
Cloverdale Library

BOARD MEMBERS PRESENT

Alison Whipple – President
Paula Jorgensen – Vice President
Matthew Messenger - Director
Wanda Winkler - Director

BOARD MEMBERS ABSENT:

Randy Luginbill – Director

OTHERS IN ATTENDANCE:

Victoria Mwangi, District Administrator
Cheryl Machado Williams, VM Acctg Staff
Jamie Dunton, Mgr. Russian River Utility (RRU)
Stephanie Voet, Asst Mgr. RRU Asst Mgr.

The meeting of the Board of Directors was called to order at 5:30PM on March 20, 2024, by Board President, Alison Whipple at Cloverdale Regional Library.

PUBLIC COMMENTS/CORRESPONDENCE:

1. Kathy Truelson – Her letter indicated the water rates were too high and requested assistance in addressing her water pressure issue. Mr. Dunton will meet with her to discuss the water pressure issue.
2. Form 700 – Reminder that they are due April 2024.

ADMINISTRATION

Agenda for March 20, 2024 - on motion Paula Jorgensen and second by Wanda Winkler, the Agenda was unanimously approved.

January 17, 2024, regular meeting minutes – on motion by Paula Jorgensen and second by Matthew Messenger, minutes were unanimously approved.

Warrants register No.7 for \$13,241.86 - The board discussed certain vendor warrants and services. On motion by Matthew Messenger and second by Wanda Winkler, the warrants were unanimously approved.

Income & Expense Report: Ms. Mwangi explained that Actual vs Budget should be at approximately 75%. Revenues are 78% of the budget, the District is ahead. Actual expenses are at 77% of the budget, which is reasonable. Certain expense accounts are 100% of the budget as they are annual amounts. Others exceed the budget due to additional payments during the year, e.g. Office expense-press notices due to water rate adjustments. Overall, the District is doing well, and cash flow from operations is adequate and transfers from the savings account will not be necessary.

County Signature Authorization Forms - the board provided the required information.

NEW BUSINESS

Water Leak Policy – The board reviewed and discussed the policy. With suggestions from the board for the final policy.

RCAC & Loan Update: President Whipple said there is nothing to report at this time. She will follow up and report at the next board meeting.

OPERATIONS REPORT

Operations - Mr Dunton reported that the Booster Pump was replaced, and now the water system is running smoothly.

State Assigned Regulator visit – No deficiencies were noted.

There being no further business, the meeting adjourned at 6.30PM on motion by Matthew Messenger and second by Paula Jorgensen.

NEXT AGENDA

- 1. Leak Policy
- 2. RCAC & Loan Update

Respectfully submitted,

Vicky Mwangi

APPROVED:

Alison Whipple: _____

Paula Jorgensen: _____

Randy Luginbill: _____

Matthew Messenger: _____

Wanda Winkler: _____