

DIVIDER PAGE

MINUTES AND FINANCIALS

RAINBOW WATER DISTRICT BOARD MEETING

Date: November 8, 2023

Time: 6:15 PM

Place: Rainbow Water District Office/Virtual

BOARD MEMBERS PRESENT IN PERSON: Marla Casley, Jim McLaughlin, Doug Keeler, and Mindy Kephart

BOARD MEMBER ABSENT: Lou Allocco

STAFF PRESENT: Jamie Porter, Jodi Sanders, and Eric Carlson

Doug Keeler opened the Board Meeting at 6:15 pm.

AGENDA REVIEW

Jamie added a charitable donation request review.

REVIEW ITEMS

1. The minutes from October 11, 2023, were presented for approval. Marla Casley moved to approve the minutes as presented. Jim McLaughlin seconded the motion. Motion passed 4-0.
2. The financial reports for October 2023 were presented for approval. Jim McLaughlin moved to accept the financial reports and pay the bills. Mindy Kephart seconded the motion. Motion passed 4-0.
3. October 2023 Financial Report Review: Doug Keeler reviewed 3 transactions and approved the October 2023 audit trail report. The missing checks report for September 2023 was reviewed and approved, check numbers are 17121-17178 and there were no breaks in sequence. There were no new vendors.

BUSINESS FROM THE AUDIENCE

None

BUSINESS FROM THE BOARD

1. Jim sent flowers to the LCOG Executive Director on behalf of Rainbow for the loss of a spouse.

BUSINESS FROM THE SUPERINTENDENT

1. The Springfield Utility Board President has moved out of the district, and they are seeking his replacement.
2. Voters approved a merger of The Pleasant Hill and Goshen Fire Districts.
3. Marcola Water District was approved for a \$20,000.00 PFAS study grant.
4. A representative of the Lane County Diaper Bank contacted Jodi and requested that Rainbow sponsor a diaper drive. Jamie is requesting the Board's support to host a drive in January. Board consensus was to participate in this worthy cause.

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5. Jamie reviewed the existing Fire Protection Contract between Rainbow and Eugene Springfield Fire District. Rainbow collects property taxes from our customers and in turn uses those property taxes to pay the fire protection contract and projects that support fire protection capabilities. Eugene and Springfield Fire Departments are in the process of evaluating their merger to address overlapping concerns and considering other governance structures.
6. Jamie presented Resolution No. 2023-24, A Resolution Awarding a Professional Services Contract for Water Supply Planning Assistance to Summit Water Resources. This resolution authorizes a contract for engineering consultant assistance for a review and assessment of water rights and water resources to provide a valuation of Rainbow assets. Marla Casley moved to approve Resolution No. 2023-24. Jim McLaughlin moved to second the motion. Motion passed 4-0.00
7. Matt with Springfield Utility Board is wrapping up the Rainbow District leak survey in the next month.
8. Meter audits and the service line inventory will be completed in the next month.

The next Board Meeting will be held December 13, 2023.

President Doug Keeler closed the meeting at 7:00 pm.

RAINBOW WATER DISTRICT

November 30, 2023

VENDOR	PURPOSE	Water & Fire Fund	PAID/ACH
Amazon	Office supplies	107.34	
AnSer	Answering service	105.00	
AT&T	Service for on call hot spots	43.23	*
Aurora Jennings	Refund final bill	9.49	*
Bluefin	Civic Pay card processing fees	1,665.12	*
Calhoun and DeJong	Filters for CWTP	4,522.42	
Cascade Truck Body	Repair #4 from read end accident - Progressive reimbursed	3,224.25	
Century Link	Fax line	77.68	*
Coburg Road Quarry	Rock for projects	219.45	
Comcast Business	Cable, internet and TV	478.89	*
Danial Barajas	Refund final bill	25.32	*
Edge Analytical	Water testing	773.20	
Eurofins	PFAS water samples	2,525.00	
EWEB	15 pump power	8,938.48	
Ferguson	Service line inventory restock	428.76	
Government Ethics Commission	Annual dues	945.68	
HACH	Reagent sets	2,278.00	
Internal Revenue Service	Payroll withholding and expense - November 2023	14,073.16	*
International paper	Shipping fees	117.55	
Jamie Porter/Petty Cash	Office and maintenance supplies	109.95	
Jerry's	Projects and supplies	87.67	
Jill Lindsay	Mileage reimbursement for November 2023	67.20	
Kelley Connect	Monthly copier contract	187.50	
Kevin Valliere	Refund final bill	32.68	*
Key Bank	Mastercard Charges	1,743.27	*
MW Coffee	Coffee for office	43.00	
Napa	Washer fluid	8.78	
Nash Janitorial	Office cleaning	320.00	
OHA Cashier	Cross connection program annual dues	200.00	
One Call Concepts	UNC Tickets	35.00	
One Call Concepts	UNC- Reissued payment	47.60	*
Oregon Department of Revenue	Payroll withholding and expense - November 2023	3,832.24	*
PacificSource Administrators	HRA Claim activity - October 2023	1,749.23	*
PacificSource Administrators	FSA Contributions and fees	805.00	*
PERS	Payroll withholding and expense - November 2023	18,868.36	*
PERS	Employee voluntary contributions - October 2023	480.61	*
Platt	Vehicle maintenance	26.45	
QSL Print Communications	Postage for calendars **NEW VENDOR**	933.41	*
Sanipac	Garbage service	111.48	
SDIS	Employee insurance - December 2023	10,874.79	*
Sound Water Services	Chlorinator rebuild parts and supplies	2,045.73	
Springbrook	ACH processing fees	5.95	
Springbrook - ttech settle	ACH services for Civic Pay	323.13	*
Springfield City Club	2024 membership dues	100.00	
Springfield Utility Board	Leak detection of RWD system	2,959.72	
Springfield Utility Board	Pump power and fiber optic	8,496.72	
Streamline	Website hosting	260.00	
Valvoline	Truck oil changes	276.11	
Verizon	Service for on call paging system	30.08	*
Verizon	Service for on call paging system **last month, not on bill list	30.08	*
VOYA - ING	Deferred comp withholding and expense - November 2023	4,377.65	*
		100,027.41	
	Approved by	12/13/2023	

RAINBOW WATER DISTRICT

KEY BANK CHARGES

BILLING CYCLE:

11/30/2023

Employee	Date	Vendor	Purpose	Amount	GL No.	Receipt
Jamie Porter	11/2/2023	Microsoft	Office software	62.50	5300	Rcrng
	11/2/2023	Moi Poki Grill	Engineers luncheon	19.20	5300	X
	11/6/2023	Crash Plan	Office software	9.99	5300	Rcrng
	11/6/2023	Craigslist	MWD job posting	25.00	9150	X
	11/6/2023	Craigslist	DCWA job posting	25.00	9250	X
	11/8/2023	Adobe	Office software	29.99	5300	Rcrng
	11/9/2023	Netroonline	RWD historic aerial photos	30.00	5300	X
	11/9/2023	Netroonline	RWD historic aerial photos	55.00	5300	X
	11/13/2023	Zoom	Annual subscription	15.99	5300	X
	11/27/2023	Amazon	Plotter printer return and TV for servicemen	2.08	5300	X
					Sub Total	274.75
Eric Carlson	11/7/2023	Galco	Chase 5 well	392.74	5250	X
	11/21/2023	Harbor Freight	Tools for chlorinator reg. maintenance	99.93	5280	X
	11/29/2023	Albertsons	PFAS Ice shipping	5.99	5205	X
					Sub Total	498.66
Brian Scott	11/6/2023	Sizzler	LUCC Lunch meeting	37.46	5300	X
					Sub Total	37.46
Wyatt Sayles	No New Charges			-		
					Sub Total	-
Charles Petersen	No New Charges			-		
					Sub Total	-
Jodi Sanders	11/3/2023	Intuit Payroll	Quickbooks payroll subscription	650.00	5300	X
	11/10/2023	Albertsons	Board and safety meeting meals	58.40	5300	X
	11/24/2023	Analytical Labs	Water testing for SDOAH	224.00	9450	X
					932.40	
				Grand Total	1,743.27	

Rainbow Water District
Profit & Loss Budget vs Actual-YTD
November 2023

	Nov 23	Budget	% of Budget	Jul - Nov 23	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4010 · Water Sales - District	78,761	74,750	105%	561,885	529,000	106%	1,169,964
4015 · Water Sales-SUB	58,511	57,000	103%	435,810	396,000	110%	792,770
4020 · Service Connection Charges	0	0	0%	0	0	0%	800
4030 · DRC's	0	0	0%	0	0	0%	2,400
4040 · Interest Income-Water	1,484	300	495%	4,266	1,500	284%	3,600
4050 · Reimbursed Labor	1,292	0	100%	7,358	2,000	368%	2,000
4060 · Account Processing Fees	255	250	102%	1,240	1,250	99%	3,050
4065 · Late Fees	360	0	100%	2,130	0	100%	0
4070 · Reconnection Charges	50	0	100%	575	0	100%	0
4080 · Gain/Loss on Sale of Assets	0	0	0%	0	4,000	0%	4,000
4085 · Water Fund - Transfers In	0	300,000	0%	148,216	448,216	33%	448,216
4090 · Miscellaneous Income	3,952	0	100%	17,148	0	100%	19,500
4095 · Fire Hydrant Maintenance	0	0	0%	0	0	0%	4,700
4100 · Bad Debts Recovered	0	0	0%	558	0	100%	0
4120 · Marcola Contract Income	2,688	1,250	215%	11,409	9,250	123%	18,000
4140 · Shangri La Contract Income	464	500	93%	2,219	2,500	89%	6,000
4160 · DCWA Contract Income	4,069	1,000	407%	10,255	5,000	205%	12,000
4180 · Shenandoah Income	518	500	104%	5,527	2,500	221%	6,000
4190 · Blue River Contract Income	599	500	120%	3,621	2,500	145%	7,000
Total Income	153,003	436,050	35%	1,212,216	1,403,716	86%	2,500,000
Gross Profit	153,003	436,050	35%	1,212,216	1,403,716	86%	2,500,000
Expense							
5000 · Personal Services							
5001 · Staff Wages							
5002 · Salary - Operations	1,921			22,545			0
5004 · Salary - Admin	29,041			128,715			0
5006 · Hourly - Operations	18,478			90,042			0
5008 · Hourly - Admin	3,989			17,451			0
5001 · Staff Wages - Other	0	57,632	0%	0	288,162	0%	695,465
Total 5001 · Staff Wages	53,429	57,632	93%	258,753	288,162	90%	695,465
5010 · Deferred Comp Company Expense	1,501	1,450	104%	7,744	7,250	107%	17,400
5016 · Extra Value Bonus	0	0	0%	20,420	18,000	113%	18,000
5050 · Part Time & Emergency Pay	2,238	2,500	90%	10,325	12,500	83%	30,000
5055 · Vacation Pay Expense	3,859	0	100%	22,618	0	100%	0
5056 · Sick Pay Expense	530	0	100%	5,856	0	100%	0
5057 · Sick Leave Buy Back	0	0	0%	0	0	0%	17,500
5060 · Social Security Expense	3,040	3,900	78%	18,927	19,500	97%	46,800
5065 · Medicare Expense	864	875	99%	4,579	4,625	99%	10,750
5070 · Workers Compensation Expense	0	0	0%	1,262	5,000	25%	7,500
5080 · Employee Insurance Expense	9,177	12,000	76%	45,883	83,411	55%	167,411
5081 · Employee Life Insurance Expense	433	0	100%	2,163	0	100%	0
5082 · FSA Fees	80	0	100%	700	0	100%	0
5083 · OR-WBF Assessment Expense	13	0	100%	61	0	100%	0
5100 · PERS Expense	15,265	14,750	103%	81,293	73,750	110%	177,000
5110 · Unemployment Expense	0	0	0%	0	0	0%	0
5120 · Payroll Advance	0	0	0%	0	0	0%	0
Total 5000 · Personal Services	90,429	93,107	97%	480,585	512,198	94%	1,187,826
5200 · Materials & Services							
5210 · Purification Expense	2,177	10,000	22%	14,326	50,000	29%	120,000
5215 · Purification Exp-Source	0	0	0%	0	2,750	0%	5,500
5220 · Telephone & Telemetry	1,254	2,000	63%	7,337	10,000	73%	24,500
5230 · Pump Power & Electric	17,373	20,000	87%	90,678	100,000	91%	240,000
5240 · Maintenance-Vehicles	-1,222	3,000	-41%	7,133	15,000	48%	36,000
5245 · Maintenance - CWTP	31	1,000	3%	5,951	5,000	119%	12,000
5247 · Maintenance - WCCP	0	1,000	0%	6,833	5,000	137%	12,000
5250 · Maintenance-Pumps/Wells	704	500	141%	3,180	2,500	127%	6,000
5260 · Maintenance-Mains	0	500	0%	2,276	2,500	91%	6,000
5270 · Maintenance-Meters & Services	575	500	115%	7,854	2,500	314%	6,000
5275 · Maintenance - Land	0	3,000	0%	1,500	6,000	25%	9,000
5280 · Maintenance - Other	211	500	42%	6,721	2,500	269%	6,000
5285 · Maintenance-Reservoirs	18	0	100%	6,639	0	100%	3,000
5290 · Customer Postage	119	1,250	10%	6,153	6,250	98%	15,000
5295 · Utility Billing Program Expense	0	0	0%	0	0	0%	0
5300 · General Office Expense	3,135	1,500	209%	10,179	8,500	120%	25,500
5305 · Transaction Fee Processing	2,788	2,500	112%	10,823	12,500	87%	30,000
5310 · Special District Expense	0	0	0%	0	2,000	0%	2,000
5320 · Bad Debt Expense	0	125	0%	309	625	49%	1,500
5325 · Contract Workers	0	0	0%	0	0	0%	10,000
5330 · Budget & Election Expense	0	0	0%	2,736	0	100%	2,000
5340 · Community Outreach	0	125	0%	200	625	32%	1,500
5360 · Dues, School & Convention Exp	3,273	3,000	109%	5,094	7,000	73%	20,000
5365 · Emergency Preparedness	0	0	0%	950	0	100%	0
5380 · Street Light Expense	457	600	76%	1,918	3,000	64%	7,200
5200 · Materials & Services - Other	0	0	0%	0	0	0%	0
Total 5200 · Materials & Services	30,895	51,100	60%	198,789	244,250	81%	600,700
5205 · PFAS/PFOS Expenses	761			761			
5350 · CWTP - Loan / Interest Exp	148,216	148,216	100%	148,216	148,216	100%	148,216

	Nov 23	Budget	% of Budget	Jul - Nov 23	YTD Budget	% of Budget	Annual Budget
5400 · Contractual							
5410 · Insurance Expense	-232	0	100%	-232	0	100%	52,000
5420 · Legal Expense	0	1,500	0%	2,754	7,500	37%	18,000
5425 · Network - IT	0	500	0%	0	6,500	0%	10,000
5427 · IT - Subscriptions	-161	750	-22%	2,888	3,750	77%	9,000
5430 · Audit & Accounting Expense	0	0	0%	0	0	0%	15,660
5440 · Engineering Studies - PFAS	10,443	3,000	348%	11,986	15,000	80%	54,500
5470 · Financial Advisor	0	0	0%	6,977	6,000	116%	6,000
5480 · Engineering Studies	0	0	0%	0	13,000	0%	23,000
Total 5400 · Contractual	10,050	5,750	175%	24,373	51,750	47%	188,160
5500 · Capital Outlay							
5510 · Mains	0	0	0%	0	90,000	0%	90,000
5520 · Service Lines	0	1,000	0%	0	3,000	0%	5,000
5530 · Meters	0	1,000	0%	0	3,000	0%	5,000
5540 · Hydrants	0	0	0%	0	15,000	0%	20,000
5550 · Tools, Vehicles & Equipment	0	1,000	0%	0	5,000	0%	16,200
5560 · Office Furniture & Equipment	0	0	0%	0	0	0%	0
5570 · Well Rehabs	0	0	0%	0	0	0%	0
5580 · Wells and Wellfield	0	0	0%	15,650	0	100%	0
5585 · Telemetry & Control System	0	0	0%	0	0	0%	5,000
5590 · Purification Equipment	0	0	0%	0	0	0%	0
5595 · Streetlight Replacement	0	0	0%	0	0	0%	0
5600 · Reservoirs	0	0	0%	0	25,000	0%	25,000
5610 · Chase Wellfield Development	0	50,000	0%	0	185,000	0%	225,000
5620 · Building & Additions	0	0	0%	0	0	0%	15,000
5640 · Weyerhaeuser Corrosion Control	0	0	0%	0	0	0%	0
Total 5500 · Capital Outlay	0	53,000	0%	15,650	326,000	5%	406,200
7035 · Capital Res Capital - Vehicles	0			0			0
Total Expense	280,350	351,173	80%	868,374	1,282,414	68%	2,531,102
Net Ordinary Income	-127,347	84,877	-150%	343,843	121,302	283%	-31,102
Other Income/Expense							
Other Income							
70000 · CAPITAL RESERVE FUND							
7010 · Capital Reserve - Interest	2,290	1,000	229%	10,684	5,000	214%	15,000
7020 · Capital Reserve - Transfers In	0	0	0%	0	0	0%	500,000
Total 70000 · CAPITAL RESERVE FUND	2,290	1,000	229%	10,684	5,000	214%	515,000
70500 · RESILIENCE FUND							
7100 · Resilience Fund - Transfers In	0			0			200,000
7110 · Resilience Fund - Interest	1,953	500	391%	9,116	2,500	365%	7,000
Total 70500 · RESILIENCE FUND	1,953	500	391%	9,116	2,500	365%	207,000
8000 · Fire Protection-Income							
8010 · Fire Protection - Tax Income	1,100,206	1,075,000	102%	1,109,524	1,095,000	101%	1,715,000
8030 · Fire Protection - Interest	2,370	1,000	237%	8,769	2,000	438%	15,000
Total 8000 · Fire Protection-Income	1,102,576	1,076,000	102%	1,118,293	1,097,000	102%	1,730,000
Total Other Income	1,106,819	1,077,500	103%	1,138,093	1,104,500	103%	2,452,000
Other Expense							
6550 · Water Fund - Transfers Out	0			0			200,000
7030 · Capital Reserve - Transfers Out	0	0	0%	0	300,000	0%	300,000
8500 · Fire Protection-Expense							
8510 · Fire Protection-Contract Exp	0	0	0%	0	0	0%	1,238,831
8545 · Fire Fund - Transfers Out	0	0	0%	148,216	148,216	100%	648,216
Total 8500 · Fire Protection-Expense	0	0	0%	148,216	148,216	100%	1,887,047
Total Other Expense	0	0	0%	148,216	448,216	33%	2,387,047
Net Other Income	1,106,819	1,077,500	103%	989,877	656,284	151%	64,953
Net Income	979,473	1,162,377	84%	1,333,720	777,586	172%	33,851

Rainbow Water District
Profit & Loss Prev Year Comparison
November 2023

	Nov 23	Nov 22	\$ Change	% Change
Ordinary Income/Expense				
Income				
4010 · Water Sales - District	78,761	72,436	6,325	9%
4015 · Water Sales-SUB	58,511	52,136	6,375	12%
4040 · Interest Income-Water	1,484	665	819	123%
4050 · Reimbursed Labor	1,292	1,591	-299	-19%
4060 · Account Processing Fees	255	225	30	13%
4065 · Late Fees	360	330	30	9%
4070 · Reconnection Charges	50	0	50	100%
4090 · Miscellaneous Income	3,952	-175	4,127	2,362%
4120 · Marcola Contract Income	2,688	822	1,866	227%
4140 · Shangri La Contract Income	464	1,550	-1,086	-70%
4160 · DCWA Contract Income	4,069	1,425	2,644	186%
4180 · Shenandoah Income	518	421	97	23%
4190 · Blue River Contract Income	599	487	113	23%
Total Income	153,003	131,912	21,091	16%
Gross Profit	153,003	131,912	21,091	16%
Expense				
5000 · Personal Services				
5001 · Staff Wages				
5002 · Salary - Operations	1,921	0	1,921	100%
5004 · Salary - Admin	29,041	0	29,041	100%
5006 · Hourly - Operations	18,478	0	18,478	100%
5008 · Hourly - Admin	3,989	0	3,989	100%
5001 · Staff Wages - Other	0	51,472	-51,472	-100%
Total 5001 · Staff Wages	53,429	51,472	1,957	4%
5010 · Deferred Comp Company Expense	1,501	1,251	250	20%
5050 · Part Time & Emergency Pay	2,238	2,209	29	1%
5055 · Vacation Pay Expense	3,859	3,226	633	20%
5056 · Sick Pay Expense	530	175	355	204%
5057 · Sick Leave Buy Back	0	0	0	0%
5060 · Social Security Expense	3,040	2,854	186	7%
5065 · Medicare Expense	864	810	54	7%
5070 · Workers Compensation Expense	0	431	-431	-100%
5080 · Employee Insurance Expense	9,177	10,604	-1,428	-14%
5081 · Employee Life Insurance Expense	433	475	-43	-9%
5082 · FSA Fees	80	80	0	0%
5083 · OR-WBF Assessment Expense	13	14	-1	-4%
5100 · PERS Expense	15,265	13,633	1,632	12%
5110 · Unemployment Expense	0	0	0	0%
5120 · Payroll Advance	0	0	0	0%
Total 5000 · Personal Services	90,429	87,234	3,195	4%
5200 · Materials & Services				
5210 · Purification Expense	2,177	143	2,034	1,418%
5220 · Telephone & Telemetry	1,254	1,876	-622	-33%
5230 · Pump Power & Electric	17,373	17,528	-154	-1%
5240 · Maintenance-Vehicles	-1,222	2,704	-3,926	-145%
5245 · Maintenance - CWTP	31	14,399	-14,368	-100%
5247 · Maintenance - WCCP	0	-1,613	1,613	100%
5250 · Maintenance-Pumps/Wells	704	137	567	413%
5260 · Maintenance-Mains	0	3,115	-3,115	-100%
5270 · Maintenance-Meters & Services	575	1,906	-1,330	-70%
5275 · Maintenance - Land	0	1,500	-1,500	-100%
5280 · Maintenance - Other	211	1,944	-1,733	-89%
5285 · Maintenance-Reservoirs	18	24	-6	-24%
5290 · Customer Postage	119	2,214	-2,095	-95%
5295 · Utility Billing Program Expense	0	-572	572	100%
5300 · General Office Expense	3,135	2,164	971	45%
5305 · Transaction Fee Processing	2,788	1,252	1,537	123%

	Nov 23	Nov 22	\$ Change	% Change
5360 · Dues, School & Convention Exp	3,273	2,663	610	23%
5380 · Street Light Expense	457	481	-24	-5%
Total 5200 · Materials & Services	30,895	51,864	-20,969	-40%
5205 · PFAS/PFOS Expenses	761	0	761	100%
5350 · CWTP - Loan / Interest Exp	148,216	148,216	0	0%
5400 · Contractual				
5410 · Insurance Expense	-232	0	-232	-100%
5427 · IT - Subscriptions	-161	0	-161	-100%
5440 · Engineering Studies - PFAS	10,443	0	10,443	100%
Total 5400 · Contractual	10,050	0	10,050	100%
5500 · Capital Outlay				
5510 · Mains	0	568	-568	-100%
5560 · Office Furniture & Equipment	0	8,295	-8,295	-100%
5620 · Building & Additions	0	192	-192	-100%
Total 5500 · Capital Outlay	0	9,055	-9,055	-100%
Total Expense	280,350	296,368	-16,018	-5%
Net Ordinary Income	-127,347	-164,456	37,109	23%
Other Income/Expense				
Other Income				
70000 · CAPITAL RESERVE FUND				
7010 · Capital Reserve - Interest	2,290	1,049	1,241	118%
Total 70000 · CAPITAL RESERVE FUND	2,290	1,049	1,241	118%
70500 · RESILIENCE FUND				
7110 · Resilience Fund - Interest	1,953	747	1,206	162%
Total 70500 · RESILIENCE FUND	1,953	747	1,206	162%
8000 · Fire Protection-Income				
8010 · Fire Protection - Tax Income	1,100,206	1,072,163	28,043	3%
8030 · Fire Protection - Interest	2,370	1,268	1,103	87%
Total 8000 · Fire Protection-Income	1,102,576	1,073,431	29,146	3%
Total Other Income	1,106,819	1,075,227	31,593	3%
Net Other Income	1,106,819	1,075,227	31,593	3%
Net Income	979,473	910,771	68,701	8%

2:23 PM

12/07/23

Accrual Basis

Rainbow Water District

Profit & Loss

November 2022 through November 2023

	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	TOTAL
Ordinary Income/Expense														
Income														
4010 · Water Sales - District	72,436	67,739	64,756	66,546	66,013	68,625	72,258	191,718	104,468	159,869	126,450	92,338	78,761	1,231,976
4015 · Water Sales-SUB	52,136	50,455	54,866	52,136	57,740	58,520	70,844	85,907	114,703	118,180	79,660	64,756	58,511	918,413
4020 · Service Connection Charges	0	0	0	0	0	0	0	2,515	0	0	0	0	0	2,515
4040 · Interest Income-Water	665	645	657	348	302	387	652	507	226	178	580	1,798	1,484	8,428
4050 · Reimbursed Labor	1,591	258	310	0	0	597	0	2,771	0	760	4,080	1,226	1,292	12,885
4060 · Account Processing Fees	225	265	150	190	145	115	285	230	220	255	305	205	255	2,845
4065 · Late Fees	330	520	430	420	410	450	420	430	470	350	450	500	360	5,540
4070 · Reconnection Charges	0	525	25	50	95	200	150	150	200	125	50	150	50	1,770
4085 · Water Fund - Transfers In	0	0	0	0	0	0	128,740	0	0	0	0	148,216	0	276,956
4090 · Miscellaneous Income	-175	-1,458	245	-74	0	0	68	136	45	966	957	11,228	3,952	15,890
4095 · Fire Hydrant Maintenance	0	0	0	0	0	0	5,113	0	0	0	0	0	0	5,113
4100 · Bad Debts Recovered	0	0	0	0	0	115	0	0	558	0	0	0	0	672
4120 · Marcola Contract Income	822	1,755	1,756	1,008	1,879	3,212	2,783	7,303	1,479	3,486	2,229	1,528	2,688	31,927
4140 · Shangri La Contract Income	1,550	770	249	402	314	596	459	321	276	572	498	409	464	6,880
4160 · DCWA Contract Income	1,425	2,160	2,859	915	4,653	1,201	1,446	917	969	1,139	1,147	2,931	4,069	25,829
4180 · Shenandoah Income	421	337	432	408	499	1,012	482	447	630	2,211	855	1,313	518	9,563
4190 · Blue River Contract Income	487	628	770	1,317	543	706	3,559	901	635	617	1,153	617	599	12,531
Total Income	131,912	124,598	127,504	123,665	132,591	135,735	287,258	294,253	224,877	288,708	218,413	327,215	153,003	2,569,733
Gross Profit	131,912	124,598	127,504	123,665	132,591	135,735	287,258	294,253	224,877	288,708	218,413	327,215	153,003	2,569,733
Expense														
5000 · Personal Services	87,234	87,626	86,468	81,587	86,603	83,629	87,000	107,287	116,754	92,723	89,053	91,625	90,429	1,188,019
5200 · Materials & Services	51,864	42,586	46,216	45,982	45,368	48,422	40,757	106,744	1,932	65,082	53,971	46,909	30,895	626,727
5205 · PFAS/PFOS Expenses	0	0	0	0	0	0	0	0	0	0	0	0	761	761
5350 · CWTP - Loan / Interest Exp	148,216	0	0	0	0	0	0	-106,958	0	0	0	0	148,216	189,473
5400 · Contractual	0	10,608	58,878	141	9,424	3,498	10,921	21,749	-152	522	5,835	8,118	10,050	139,594
5500 · Capital Outlay	9,055	14,776	12,405	6,945	0	0	25,249	57,461	0	0	15,650	0	0	141,541
7035 · Capital Res Capital - Vehicles	0	0	0	0	0	0	0	116,798	0	0	0	0	0	116,798
Total Expense	296,368	155,596	203,967	134,655	141,396	135,549	163,927	303,080	118,535	158,328	164,509	146,652	280,350	2,402,912
Net Ordinary Income	-164,456	-30,998	-76,463	-10,989	-8,805	186	123,331	-8,827	106,343	130,380	53,904	180,563	-127,347	166,821
Other Income/Expense														
Other Income														
70000 · CAPITAL RESERVE FUND	1,049	301,742	2,230	2,236	2,495	2,423	2,324	2,047	1,915	2,067	2,103	2,309	2,290	327,231
70500 · RESILIENCE FUND	747	849	975	977	1,092	1,060	1,100	122,190	1,634	1,764	1,795	1,970	1,953	138,106
8000 · Fire Protection-Income	1,073,431	490,901	23,948	16,430	38,980	9,821	7,804	36,849	2,491	5,508	4,110	3,608	1,102,576	2,816,456
Total Other Income	1,075,227	793,493	27,153	19,644	42,567	13,303	11,228	161,085	6,041	9,338	8,008	7,887	1,106,819	3,281,793

	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	TOTAL
Other Expense														
5700 · Capital Outlay Offset	0	0	0	0	0	0	0	-349,139	0	0	0	0	0	-349,139
6540 · Depreciation Expense	0	0	0	0	0	0	0	240,118	0	0	0	0	0	240,118
6550 · Water Fund - Transfers Out	0	0	0	0	0	0	0	121,000	0	0	0	0	0	121,000
7030 · Capital Reserve - Transfers Out	0	0	0	0	0	0	128,740	0	0	0	0	0	0	128,740
8500 · Fire Protection-Expense	0	300,000	619,416	0	309,708	0	0	309,708	0	0	0	148,216	0	1,687,047
Total Other Expense	0	300,000	619,416	0	309,708	0	128,740	321,686	0	0	0	148,216	0	1,827,766
Net Other Income	1,075,227	493,493	-592,263	19,644	-267,141	13,303	-117,512	-160,601	6,041	9,338	8,008	-140,329	1,106,819	1,454,027
Net Income	910,771	462,495	-668,726	8,654	-275,945	13,488	5,819	-169,428	112,383	139,719	61,912	40,234	979,473	1,620,848

Rainbow Water District
Balance Sheet
As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1010 · Petty Cash	150
1030 · Key Bank Civic Pay	75,097
1040 · Key Bank Money Market	46,735
1052 · Key Bank General Checking	30,703
1055 · LGIP - Capital Reserve Fund	559,414
1060 · LGIP-Water Fund	308,991
1065 · LGIP-Fire Fund	1,416,137
1068 · LGIP - Resilience Fund	477,299
Total Checking/Savings	2,914,525
Accounts Receivable	
1310 · Accounts Receivable-Water	68,802
1312 · Accounts Receivable - Fees	280
1313 · Accounts Receivable - Late Fees	10
1315 · Accounts Receivable-CONTRACT	66,860
1320 · Accounts Receivable-OTHER	71
1322 · Accounts Receivable - DCWA	4,402
1324 · Accounts Receivable - BRWD	853
1331 · Return Checks - Other Dist.	31
1335 · Allowance for Doubtful Accounts	-1,200
1410 · Fire Fund Taxes Receivable	63,495
Total Accounts Receivable	203,605
Other Current Assets	
12000 · Undeposited Funds-Water	-102
12001 · Civic Pay 98 Recon Account	643
1500 · Material & Supply Inventory	55,056
1510 · Pension Asset GASB68	-803,851
1520 · Net OPEB Asset (Liab)	-10,181
1600 · Prepaid Insurance	24,571
Total Other Current Assets	-733,865
Total Current Assets	2,384,266
Fixed Assets	
1810 · Land	174,292
1820 · Wells	1,192,778
1830 · Pumping Equipment	299,454
1835 · Telemetry & Control System	186,443
1840 · Purification Equipment	87,081
1850 · Reservoirs	1,958,342
1860 · Transmission Mains	389,778
1870 · Distribution Mains	1,468,360
1880 · Service Lines	165,953
1890 · Meters	460,567
1900 · Hydrants	64,779
1910 · Buildings & Bridges	180,839
1920 · Tools, Vehicles, and Equipment	378,865
1930 · Office Furniture & Equipment	68,369
1940 · Weyco Corrosion Control	69,505
1950 · Chase Wellfield Development	1,071,067
1960 · Emergency Center - Moe Security	13,665
1970 · Chase Water Treatment Plant	2,930,572
1980 · Streetlight Replacement	11,018
1990 · Accumulated Depreciation	-4,313,810
Total Fixed Assets	6,857,916
TOTAL ASSETS	9,242,183

Nov 30, 23

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2210 · Customer Deposits	16,500
2212 · Customer Donations	180
2220 · Deferred Taxes-Fire Fund	-11,558
2350 · PERS Payable	18,868
2353 · PERS Employee Voluntary Cont.	483
2362 · Flexible Spending Account WH	805
2365 · Health Reimbursement Account	16,967
2370 · Deferred Budget Billing	-21,715
2420 · Accrued Vacation Pay	33,627
2500 · Deferred Outflows GASB68	-494,335
2510 · Deferred Inflows GASB68	612,048
2550 · Deferred Inflows GASB 75	1,861
2560 · Deferred Outflows GASB 75	-2,639
9150 · MWD - Invoices	861
9250 · DCWA - Invoices	333
9450 · Shenandoah Invoices	226
9550 · BRWD - Invoices	254

Total Other Current Liabilities 172,766

Total Current Liabilities 172,766

Long Term Liabilities

2445 · Long Term Debt - CWTP	2,049,758
2447 · LTD CWTP - Interest Accrual	23,564

Total Long Term Liabilities 2,073,323

Total Liabilities 2,246,089

Equity

32000 · Retained Earnings	2,277,485
3210 · Cont. in Aid of Construction	2,869,723
3230 · Retained Earnings - Fire	515,165
Net Income	1,333,720

Total Equity 6,996,094

TOTAL LIABILITIES & EQUITY 9,242,183

DIVIDER PAGE

RESOLUTIONS for
BOARD ACTION

RESOLUTION NO. 2023-25

JOINT RESOLUTION OF THE BOARD OF DIRECTORS AND LOCAL CONTRACT REVIEW BOARD AMENDING PUBLIC CONTRACTING RULES FOR THE RAINBOW WATER DISTRICT

WHEREAS, in 2005, the Rainbow Water District (District) opted out of the Public Contracting Model Rules adopted by the Attorney General under ORS subchapters 279A, 279B, and 279C, as set forth in Oregon Administrative Rules Chapter 137, Divisions 46, 47, 48 and 49 (the "Model Rules") and adopted its own Public Contracting Rules (Rules), which were most recently updated by Resolution No.2023-02 adopted on March 8, 2023; and

WHEREAS, the 2023 legislature adopted several amendments to Oregon's Public Contracting Code (Code), allowing further updates to the District's Rules, Divisions 46, 47, 49 and Personal Services Rules; but requiring no changes to the District's public contracting Class Exemptions; and

WHEREAS, the District Board and the District's Local Contract Review Board agree that legislative amendments to the Code should be reflected in the District's Rules.

NOW, THEREFORE, it is resolved as follows:

1. **Findings.** The findings set forth in the recitals, above, are hereby adopted as support for the amendments to the District's Public Contracting Rules.
2. **Amendments.** The following identified subsections of District Public Contracting Rules, Divisions 46, 47, 49, and E-17 adopted by Resolution No. 2023-02, Section 3 are hereby amended as follows:
 - a. Subsection 5 of Rule 137-046-0300, Preference for Oregon Goods and Services; Nonresident Bidders, is amended to read as follows:

(5) Discretionary Preference and Award.

(a) Under ORS 279A.128, a Contracting Agency may provide, in a Solicitation Document for Goods, Services or Personal Services, a specified percentage preference of not more than: (i) ten percent for Goods fabricated or processed entirely in Oregon or Services or Personal Services performed entirely in Oregon or (ii) five percent for Goods or Services provided by a benefit company that is incorporated, organized, formed or created under ORS 60.754, that submits with a bid or proposal a certificate of existence issued under ORS 60.027 and has the majority of the benefit

company's regular, full-time workforce located in Oregon at the time the benefit company submits the bid or proposal.

- (b) When the Contracting Agency provides for a preference under this Section, and more than one Offeror qualifies for the preference, the Contracting Agency may give a further preference to a qualifying Offeror that resides in or is headquartered in Oregon.
- (c) A Contracting Agency may establish a preference percentage higher than the percentages authorized in (5)(a) of this rule by written order that finds good cause to establish the higher percentage and which explains the Contracting Agency's reasons and evidence for finding good cause to establish a higher percentage.
- (d) The Contracting Agency may not apply the preferences described in this Section in a Procurement for emergency work, minor alterations, ordinary repairs or maintenance of public improvements, or construction work that is described in ORS 297C.320.

- b. Rule 137-047-0265, Small Procurements, is amended to read as follows:

137-047-0265

Small Procurements

(1) **Generally.** For Procurements of Goods or Services less than or equal to \$25,000 a Contracting Agency may Award a Contract as a small Procurement pursuant to ORS 279B.065 by direct selection or award without any competitive or solicitation process.

(2) **Amendments.** A Contracting Agency may amend a Public Contract Awarded as a small Procurement in accordance Rule 137-047-0800, but the cumulative amendments may not increase the total Contract Price to greater than one hundred twenty-five percent (125%) of the small procurement threshold stated in subsection (1) of this Rule.

- c. Rule 137-047-0270, Intermediate Procurements, is amended to read as follows:

137-047-0270

Intermediate Procurements

(1) **Generally.** For Procurements of Goods or Services greater than \$25,000 and less than or equal to \$250,000, a

Contracting Agency may Award a Contract as an intermediate Procurement pursuant to ORS 279B.070.

(2) **Written Solicitations.** For any intermediate Procurements, a Contracting Agency may use a Written solicitation to obtain quotes.

(3) **Negotiations.** A Contracting Agency may negotiate with a Proposer to clarify its quote or offer or to effect modifications that will make the quote or offer acceptable or make the quote or offer more Advantageous to the Contracting Agency.

(4) **Amendments.** A Contracting Agency may amend a Public Contract Awarded as an intermediate Procurement in accordance with Rule 137-047-0800, but the cumulative amendments may not increase the total Contract Price to a sum that exceeds one hundred twenty-five percent (125%) of the intermediate procurement threshold stated in subsection (1) of this Rule.

d. Subsection 1 of Rule 137-049-0160, Intermediate Procurements; Competitive Quotes and Amendments, is amended to read as follows:

(1) **General.** Public Improvement Contracts estimated by the Contracting Agency to cost \$25,000 or more, but not to exceed \$100,000 may be Awarded in accordance with this rule.

e. The term “service-disabled veteran,” as used in District Rules 137-046-0210, 137-049-0370, and 137-049-0440, is amended to read “veteran, as defined by ORS 200.005,”

f. Subsection (6)(c) of Rule 137-049-0390 is amended to read:

Negotiation Prohibited. Except as allowed by Rules 137-049-0420(1) and 137-049-0430, the Contracting Agency shall not negotiate scope of Work or other terms or conditions under an Invitation to Bid process prior to Award.

g. The last sentence of Subsection (1) of Rule 137-049-0395 is amended to read:

This requirement does not apply to Award of a small, intermediate (informal competitive quotes) or emergency Public Improvement Contract awarded under ORS 279C.335(1)(c) or (d) or (6).

h. Subsections (6)(a) and (b) of Exemption-17, Personal Services, are hereby amended to increase the threshold of “\$10,000” to “\$25,000.”

i. The first paragraph of Exemption E-18, Liability Insurance Contracts, is hereby amended to read:

Contracts for insurance where either the annual or aggregate premium exceeds \$25,000 must be let using one of the following procedures:

3. **Legal Review.** In accordance with ORS 279A.065(6)(b), the District shall review its Public Contracting Rules, adopted herein, each time the Attorney General modifies its Model Rules to implement Oregon Public Contracting Code amendments adopted after the 2023 legislative session in order to determine whether amendments are required to ensure statutory compliance.

4. **Continued Effect.** All unamended provisions of Resolution No. 2023-02, and all rules adopted thereby, shall remain unchanged and in full force and effect.

5. **Effective Date.** Except as identified below, this Resolution and the Rules adopted herein shall take full force and effect upon adoption. Rules 137-047-0265, 137-047-0270, and 137-049-0160 shall take effect on January 1, 2024.

DATED this 13th day of December, 2023.

Doug Keeler, President
Board of Directors

Doug Keeler, President
Local Contract Review Board

ATTEST:

ATTEST:

Lou Allocco, Secretary
Board of Directors

Lou Allocco, Secretary
Local Contract Review Board

F:\1Clients\Muni\Rainbow WD\GENERAL\2023 Public Contracting Rules\RES District Resolution Opting Out of AG Model - (2005 to Current).docx

DIVIDER PAGE

POLICY REVIEW

RAINBOW STREETLIGHT POLICY REVIEW – December 13, 2023

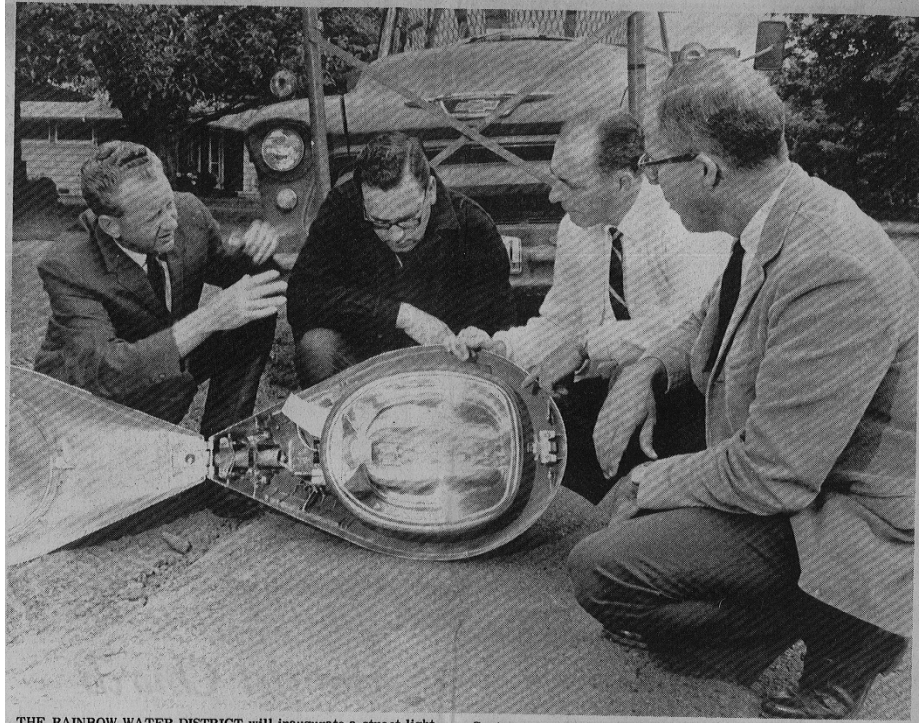
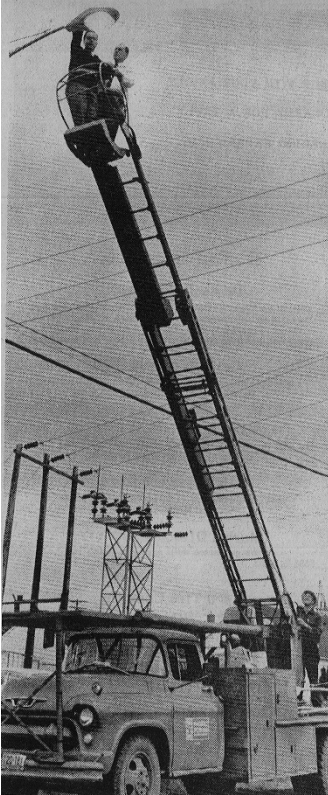
Rainbow is a **domestic water supply district** and our “enabling authority” is Oregon Revised Statutes (ORS) Chapter 264. In addition to the inherent powers granted to a water district, *when authorized* by voters these statutes also give Rainbow the ability to:

- Perform storm drainage work,
- Purchase equipment and provide or contract for fire protection services, and
- Install, maintain and operate a system of streetlights.

The text in the statute regarding street lighting is presented here.

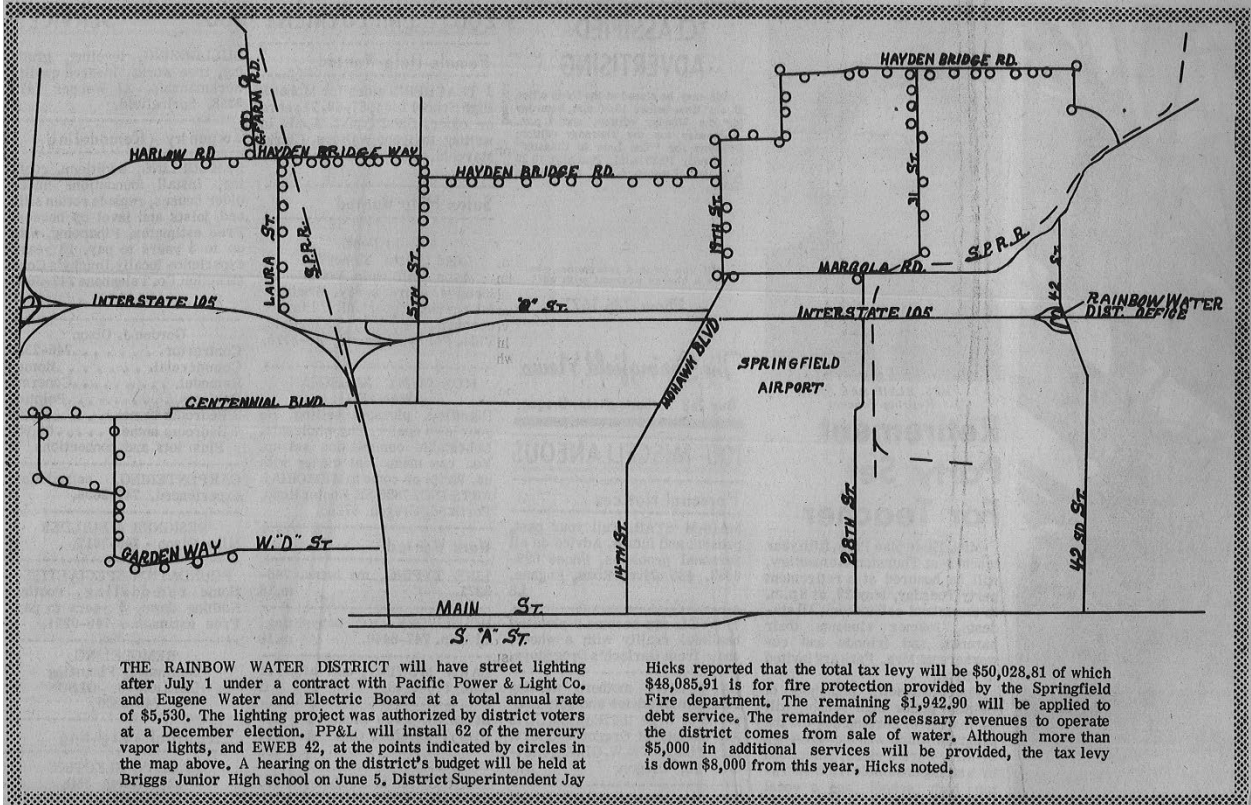
ORS 264.350 Street lighting system; contracts for electricity; tax levy and service charges to maintain and purchase electric energy. (1) Any district, when authorized by the electors, may install, maintain and operate a system, or systems, of street, road and highway lights. Lights shall be maintained upon streets, roads, intersections or other places as, in the judgment of the board of commissioners, will furnish the best lighting service to the residents within the district. (2) The district through its board of commissioners may contract with any supplier of electricity, private or public, to furnish the electric energy for such systems. (3) The district, when authorized by the electors, may at any time thereafter levy a tax, not to exceed three-twentieths of one percent (0.0015) of real market value in any one year for the installation of the system and any extension thereof, and not to exceed one-twentieth of one percent (0.0005) of real market value in any one year for maintenance and purchase of electric energy. The tax limits provided by this subsection shall be computed as a percentage of the real market value of all taxable property within the limits of the district, computed in accordance with ORS 308.207. (4) A district may require any person to pay the cost of installing the highway lighting system adjacent to the property of the person. The district shall have the further right to include the cost of installing the system as a part of an agreement with any person for extending a water main. (5) If authorized by the electors, the cost of maintenance and purchase of energy may be charged to the water consumers on the basis of one share for each water connection, payable monthly with the bills for water charges. The district may, when authorized by the electors, change from either system of collection to the other. The funds received from the respective levies and charges to water users shall be used only for the purposes collected and no other funds of the district shall be so used. (6) Elector approval required by this section means the approval of a majority voting at a special election called by the board for the purpose of submitting the matter to the electors. [Amended by 1955 c.163 §2; 1963 c.9 §9; 1969 c.666 §26; 1991 c.459 §361]

Voters narrowly approved a street lighting proposal (71 for and 59 against) on December 5, 1966 and authorized this district function. The newspaper clippings and photos on the following page share that the first set of lights were installed by Pacific Power and Light (62) and EWEB (41) in the years before SUB purchased PP&L and entered the electric utility business. Since then, lights were added to our inventory along with new streets and main extensions, or deleted from our inventory as different areas were annexed into the city limits.



THE RAINBOW WATER DISTRICT will inaugurate a street lighting system on Saturday. Installation of 62 lights by Pacific Power and Light Co. and 41 by Eugene Water and Electric Board is now under way and will be completed by Friday. The program was authorized by district voters at an election in December. Thirty-two lamps of 21,000 lumen intensity are being erected at intersections and smaller 7,000 lumen lights at other locations.

Contract cost for the mercury-vapor street lighting will be \$5,530 annually. Examining one of the larger lights above are: Marty Edbery, Springfield PP&L district manager; Bob Kelley, chairman of the Rainbow Water District board; Tom Hooten, vice-chairman, and Jay Hicks, Rainbow superintendent. One of the lights is being placed at left (News photos by Edward Ehrlich)



THE RAINBOW WATER DISTRICT will have street lighting after July 1 under a contract with Pacific Power & Light Co. and Eugene Water and Electric Board at a total annual rate of \$5,530. The lighting project was authorized by district voters at a December election. PP&L will install 62 of the mercury vapor lights, and EWEB 42, at the points indicated by circles in the map above. A hearing on the district's budget will be held at Briggs Junior High school on June 5, District Superintendent Jay

Hicks reported that the total tax levy will be \$50,028.81 of which \$48,085.91 is for fire protection provided by the Springfield Fire department. The remaining \$1,942.90 will be applied to debt service. The remainder of necessary revenues to operate the district comes from sale of water. Although more than \$5,000 in additional services will be provided, the tax levy is down \$8,000 from this year, Hicks noted.

**Street Lighting Policy
Rainbow Water District
Resolution 92-01**

WHEREAS the voters of the Rainbow Water District have approved the installation, operation and maintenance of street lighting to promote driver and pedestrian safety on certain streets and roads within the Rainbow Water District,

WHEREAS there is a need to establish a policy for responding to requests for street light installations, relocations and removals by interested parties,

NOW THEREFORE BE IT RESOLVED THAT, the policy of the Rainbow Water District concerning street lighting shall be as follows:

1. Requests for relocation and removal of existing street light installations received from customers of the Rainbow Water District and other interested parties shall be considered on both their necessity and merit to benefit not only the requesting party but also the general public. Decisions on these requests will be made by the district superintendent with the right of appeal of decisions to the board of commissioners of the Rainbow Water District.

2. Requests for installation of new street lights received from customers of the Rainbow Water District and other interested parties will be judged within the following guidelines:

a. 1,500 average daily vehicle trips (ADT) along the street in front of the proposed light shall be the minimum necessary for further consideration. ADT figures as reported by the Lane County Transportation Department or other recognized traffic organization shall be the basis for determining this need for street lighting.

b. If a request meets the the need criteria in paragraph (a.), then the proposed lighting level at the requested location shall not exceed the recommended average lighting level criteria of that classification of road as established by the Lane County Transportation Department or other recognized authority.

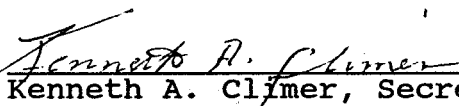
c. If a street light installation request is determined to meet the above standards, the request will be approved in the sequence order received, provided that the budgeted funds for street light installation will not be exceeded in the present fiscal year. If the proposed street light installation will cause the budgeted street light installation funds to be exceeded, then the request will be carried forward to the next fiscal year. The board of commissioners reserve the right to limit installation of new street lights, whether or not budgeted funds remain unspent.

3. The policy described in paragraphs (1) and (2) above are intended for requests for individual street lights. Requests for installations of more than one street light will be decided by the board of commissioners.

Approved this 13 of May, 1992 by a vote of 5
for and 0 against.



Doug Wise, Chairman



Kenneth A. Climer, Secretary

DIVIDER PAGE

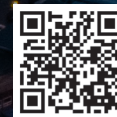
INFORMATION ONLY



2024 SDAO ANNUAL CONFERENCE

FEBRUARY 9-11 | SEASIDE, OREGON

PRE-CONFERENCE: FEBRUARY 8



REGISTER NOW!
<https://cvent.me/XRYXZr>

PRE-CONFERENCE - THURSDAY, FEBRUARY 8, 2024

TIME	SESSION TITLE	SPEAKER(S)
9a-3:30p	Board Duties, Responsibilities, and Liabilities	Eileen Eakins
930a-3p	Board Relations, Conflict Resolution and Acceptable Conduct	George Dunkel, SDAO
1p-4p	Filing Audit and Budget Reports	Matt Apken, Merina+Co
9a-12p	Grants - How to Find Them, How to Apply, Best Practices	Bob Irvine, PARC Resources
5p-6:30p	Welcoming Reception	

FRIDAY, FEBRUARY 9, 2024

TIME	SESSION TITLE	SPEAKER(S)
7a	5k Fun Run/Walk	
7:30a-830a	BREAKFAST	
8:30a-10a	Opening Session and Keynote Speaker	Betsy Allen-Manning
10:30a-12p	District Elections: The Basics and How to Be Successful	Lydia Plukchi, Oregon Elections Division
	Cybersecurity: How to Take Basic Steps and Use Resources	Cinnamon Albin, State of Oregon + Panel
	Succession Planning for Your Board and Staff	Bob Keefer, SDAO
	Communication - Telling Your District's Story	Mac Clemmens, Streamline
12p-1:30p	LUNCH	
1:30p-3p	Special District Restructuring and Consolidation	Jake Weigler, Praxis
	Fraud Prevention	Rob Moody
	Paid Leave Oregon	Laurie Grenya, HR Answers
	AI Trends and Special Districts	Mac Clemmens, Streamline
3:15p-5p	Caucus Meetings	
5p-6p	Exhibitor Reception	

SATURDAY, FEBRUARY 10, 2024

TIME	SESSION TITLE	SPEAKER(S)
7a	5k Fun Run/Walk	
7:30a-830a	BREAKFAST	
8:30a-10a	Managing a District with Few or No Employees	MaryKay Dahlgreen, SDAO
	SDAO/SAIF Service Group - Learn about New Requirements and Opportunities	Mike Jacobs, SDAO, Brittany Johnston, SAIF, and Stephanie Eakin, SAIF
	Performance Management/Having Difficult Conversations/Disciplinary Action	Spencer Rockwell, SDAO
	How to Make the Most of Your SDAO Membership	SDAO Team
10:30a-12p	Public Meetings, Records, and Retention Requirements	Mark Wolf and Emily Guimont, Local Government Law Group
	The Risk Management Process	Niki Fisher, Troy DeYoung, Brad Eastman, Greg Jackson, & Kevin Jones, SDAO
	Sexual Harassment in the Workplace	Teri Dragoo and McKenzie Nix, SDAO
	Running Successful Hybrid Meetings	Deborah Jeffries, HR Answers
12p-1p	LUNCH	
1p-2:15p	How to Keep You and Your Board Out of Trouble and Out of the Press	George Dunkel, SDAO
	From Idea to Action: Launching Your First Tabletop Exercise	Meghan Howk and Jason Jantzi, SDAO
	Discrimination Case Studies	Ron Downs, SDAO
	Mental Health Resources	TBD
2:30p-3:45p	Legislative General Session	Hasina Wittenberg, Mark Landauer, SDAO and Cole Arreola-Karr, NSDC
4p-5p	Annual Business Meeting	
6p-10p	Awards Banquet & Entertainment	Scott Anderson

SUNDAY, FEBRUARY 11, 2024

8a-9a	Breakfast & Raffle Drawing	
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