

## **1. CALL TO ORDER**

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Mayor Paul Helenberg called the Regional Water Utility Board Meeting to order at 11:06 AM.

### a. Introductions

Board Members Present: Cowlitz County Director of Public Works Mike Moss, Cowlitz County Utilities Manager Patrick Harbison, City of Castle Rock Mayor Paul Helenberg, and City of Castle Rock Public Works Director Dave Vorse, and Public Sector Representative Greg Drew.

City Staff Present: City of Castle Rock Senior Operator Tyler Stone and Public Works Senior Operator Tyler Stone.

### b. Public Sector Representative position

1. This position was previously held by Ken Campbell. Mr. Campbell resigned at the close of the meeting held on November 2, 2022. Introducing Greg Drew as the new Public Sector Representative. Mr. Drew is a longtime resident and business owner located in Toutle, WA, and has utilized the Regional Water system.

Harbison made a motion, seconded by Vorse, to appoint Greg Drew as the Public Sector Representative. Motion carried by roll call vote. Moss, Harbison, Helenberg and Vorse voted 'Aye'.

## **2. APPROVAL OF MINUTES**

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### a. Approval of Minutes (page 3-4)

Moss made a motion, seconded by Harbison, to approve the November 2, 2022 minutes as presented. Motion carried by roll call vote. Board Members Moss, Harbison, Helenberg, and Vorse voted 'Aye'. Board Member Drew abstained.

## **3. REVIEW PROPOSED BUDGET**

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### a. Review and Approval of the Proposed Budget for Fiscal Year 2024 pertaining to the Regional Water Utility Service.

- Budget Message (page 5-7)
- Cash Activity Comparison Report (page 8)
- Water Production & Distribution Report (page 9)
- Regional Water Fund 410 (page 10-12)
- Regional Water Capital Improvement Fund 430 (page 13)
- Water Bond Reserve Fund 440 (page 14)
- Short Lived Asset Reserve Fund 463 (page 15)

Vorse gave an overall review of the system that is covered by the Regional Water Utility Board.

Vorse and Cuttonaro presented the proposed budget for fiscal year 2024, which includes the 410 Regional Water Fund, 430 Regional Water Capital Improvement Fund, 440 Water Bond Reserve Fund, and 463 Short Lived Asset Reserve Fund.

Harbison recommended increasing the annual transfer for reserves from \$10,000 to \$20,000 related to the Raw Water Line project, beginning in 2025.

Moss made a motion, seconded by Vorse, to approve the Proposed Budget for all funds as presented for Fiscal Year 2024. Motion carried by roll call vote. Board Members Moss, Harbison, Helenberg, Vorse, and Drew voted, 'Aye'.

**4. OLD BUSINESS**

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**5. NEW BUSINESS**

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**6. ADJOURNMENT**

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There being no further business, Mayor Helenberg adjourned the meeting at 12:15 PM.

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Carie Cuttonaro, Clerk-Treasurer