



10602 S.E. 129<sup>th</sup> Avenue  
Happy Valley, OR 97086  
PHONE: (503) 761-0220  
FAX: (503) 761-7406

## MINUTES

A Regular Meeting of the Sunrise Water Authority Board of Commissioners was held on Wednesday, June 23, 2010 at 6:00 PM at Sunrise Water Authority, 10602 SE 129th Avenue, Happy Valley, Oregon, 97086.

BOARD PRESENT: Bob Frentress, Chair; Ernie Platt, & Bob Garbarino. Ron Blake and Jeanne Anspach attended by conference call.

STAFF PRESENT: John Thomas, General Manager; Lin Rigutto, Finance Director; and Kim Anderson, Special Projects

### **1. CALL MEETING TO ORDER**

The meeting was called to order at 6:00

### **2. INTRODUCTIONS & WELCOME OF VISITORS**

### **3. FLAG SALUTE**

In the interest of time, the Board chose to dispense with the flag salute for this meeting.

### **4. PUBLIC COMMENT**

No public comment received by staff.

#### **4.1 Public Hearing on the Budget for Fiscal Year 2010-11**

The Public Hearing was opened at 6:02 PM.

### **5. CONSENT CALENDAR**

A motion to approve the Consent Calendar consisting of the items listed below was made by Anspach and seconded by Platt. Motion carried unanimously.

#### 5.1 Approval of Minutes of

##### 5.1.1 May 26, 2010 Budget Committee

- 5.1.2 May 26, 2010 Regular Board Meeting
- 5.1.3 May 27, 2010 Joint Sunrise Special Meeting
- 5.2 Approval of Expense Report for May 2010
- 5.3 Approval of Pay Estimate #37 to GSI Water Solutions for Work Related to ASR
- 5.4 Approval of Pay Estimate #13 to GSI Water Solutions for Work Related to Water Right Transfers

## **6. DISCUSSION**

### **6.1 Appropriations Transfer for FY 09-10 Budget**

Rigutto explained that there was a need to make a transfer due to higher than expected expenditures on meters. She explained that per ORS this does not require a supplemental budget because it is less than 15% of appropriations.

A motion to approve the request as outlined in Resolution 2010-5, was made by Platt and seconded by Garbarino. Motion carried unanimously.

### **6.3 Contract for Management Services**

Thomas commented that the draft contract presented to the Board contains a few changes from the original. Blake asked for clarification on the change in the hourly rate. Frentress stated that a 3.3% increase equates to an increase to \$93.00 hour, the new rate presented in the contract.

A motion to accept the changes proposed in 6.3 and authorize the Chair to sign the contract was made by Platt and seconded by Anspach. Motion carried unanimously.

### **8.1 Financial Reports**

A motion to approve the financial reports as submitted was made by Anspach and seconded by Garbarino. Motion carried unanimously.

### **4.1 Public Hearing on the Budget for Fiscal Year 2010-11**

The public hearing on the 2010-2011 budget was closed at 6:10 pm.

#### **4.1.1 Adoption of Resolution 2010-06, Adopting the Budget**

#### **4.1.2 Adoption of Resolution 2010-07, Making Appropriations**

A motion to adopt resolutions 2010-06 and 2010-07 was made by Garbarino and seconded by Platt. Motion carried unanimously.

A motion to table the items listed below until the next regular meeting was made by Platt and seconded by Anspach. Motion carried unanimously.

- 6.2 SDAO Letter
- 6.4 Electronic Communication and Identity Theft Protection Program
  - 6.4.1 Red Flag Identity Theft Program
  - 6.4.2 Personnel Communication and Computer Use Policy
- 6.5 IGA with Damascus
- 6.6 Happy Valley Discussions
- 6.7 CRW Discussions
- 6.8 Succession Planning

**7. BUSINESS FROM THE BOARD**

- 7.1 Calendar of Meetings
- 7.2 Liaison Reports
- 7.3 Future Agenda Items

**8. BUSINESS FROM THE MANAGER**

- 8.2 Cash Flow Report
- 8.3 Staffing Update
- 8.4 Workers Compensation Insurance

**9. MONTHLY REPORTS**

- 9.1 Operational Reports
- 9.2 Engineering and Construction Reports

**10. INFORMATIONAL ITEMS**

A motion to adjourn was made by Anspach and seconded by Blake. Motion carried unanimously.

The meeting was adjourned at 6:14 PM.

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ROBERT FRENTRESS, CHAIR

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JEANNE ANSPACH, SECRETARY