



## MINUTES

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on **Wednesday, November 20, 2019 at 6:00 p.m.** at Sunrise Water Authority, 10602 SE 129<sup>th</sup> Avenue, Happy Valley, Oregon 97086.

**Board Present:** Ernie Platt, Chair; Chris Hawes, Vice Chair; Kevin Bailey, Secretary; Wayne Barstow; Andy Coate

**Board Absent:** Gary Barth

**Staff Present:** Wade Hathhorn, General Manager; Tim Jannsen, Engineering Manager; Denise Bergstrom, Finance Director; Cindy Wolff, Administrative Assistant; Kim Anderson, Government Relations Manager

**Visitors Present:** Sherry French, CRW Board, and Paul Gornick, OLWSD Board

### CALL REGULAR MEETING TO ORDER

Platt called the meeting to order at 6:00 p.m.

### APPROVAL OF THE AGENDA

Bailey made a motion to approve the agenda and Hawes seconded. The motion carried unanimously.

### PUBLIC COMMENT

None.

### 1. CONSENT AGENDA

#### 1.1 Approval of Minutes

Bailey made a motion to approve the minutes as presented. Coate seconded and the motion carried unanimously.

### 2. DISCUSSION ITEMS

#### 2.1 Financial Statements

Bergstrom reported that only eight more meters need to be sold to meet the budget for the fiscal year. Jannsen added that eight have probably already been sold in the month to date. Barstow asked if the budget has to be revised. Bergstrom said no, a supplemental budget isn't necessary for revenue, only for expenditures. Hathhorn explained why staff typically budgets low for meter sales.

Coate made a motion to approve the Financial Statements as presented and Hawes seconded. The motion carried unanimously.

#### 2.2 Commissioner Mileage Reimbursement for Local Events

Hathhorn explained that this is a housekeeping item. He said that Bergstrom brought to his attention that mileage reimbursements are taxable. Hathhorn and Bergstrom are recommending that the Board establish a minimum threshold reimbursement, subject to applicable taxes, for all travel in the metro area.

Coate made a motion to set a flat rate reimbursement for Board travel to meetings within the metro area of 25 miles each way for Board authorized attendance at local area events, subject to applicable taxes. Bailey seconded the motion. The motion carried unanimously.

### 3. STAFF REPORTS

### **3.1 Manager's Update**

Hathhorn provided updates on Reservoir 11; the Highway 212 pipeline project; and the new office facility. He explained that staff would be giving a presentation on service restrictions above 470-feet at two upcoming City of Happy Valley meetings and encouraged the Board to attend. In a recent meeting with the General Manager of CRW, Hathhorn was asked that the NCCWC write a letter of intent to negotiate the current CRWSC/CRW water supply agreement between the NCCWC and CRW. Platt asked that the two General Managers of the CRWSC provide an outline of steps for dissolving the CRWSC on that organizations' next agenda.

### **3.2 Engineering & Construction Reports**

### **3.3 Operational Reports**

Jannsen noted a minor change on the last graph and commented that he has begun working with OLWSD on water loss. Their consultant suggested not showing water loss as a percent, rather presenting that in the millions of gallons, however Sunrise's numbers match up pretty closely.

## **4. BOARD BUSINESS**

### **4.1 Board Calendar**

### **4.2 Liaison Reports**

Commissioners provided updates on meetings they had attended in the last month. Hawes and Coate hadn't attended any meetings. Barstow attended Boring Water District. Bailey attended the City of Happy Valley. Platt attended CRW. Platt noted that CRW's Suzanne DeLorenzo will be presented with an award at the SDAO Awards Ceremony during its Annual Conference in February.

### **4.3 Information Items**

### **4.4 Future Agenda Items**

Platt adjourned the regular meeting at 6:53 p.m.

## **6. WORK SESSION ON RATES**

No decisions were made during the work session.

  
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ERNIE PLATT, CHAIR

  
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KEVIN BAILEY, SECRETARY