



## M I N U T E S

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on Wednesday, July 27, 2022 at 6:00 pm. The meeting was a hybrid meeting.

**Board Present:** Chris Hawes, Chair; Andy Coate, Vice Chair; Kevin Bailey, Secretary; Kevin O'Meara, Gary Barth; Diana Helm (remote), Tim Chairret

**Board Absent:** None

**Staff Present:** Wade Hathhorn, General Manager; Jamey Pietzold, Finance Director; Kim Anderson, Government Relations Manager

**Visitors Present:** Paul Gornick, Oak Lodge Water Services District; Sherry French, CRW; Allen Patterson and Mark Childs, Capacity Commercial Real Estate; Greg Daniels, the Daniels Group; Ken Leahy; Ken Leahy Construction

### CALL MEETING TO ORDER

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

**ROLL CALL** - Anderson performed the voice roll call.

### FLAG SALUTE

### APPROVAL OF AGENDA –

A motion to approve the amended agenda was made by Helm seconded by Barth. Motion carried unanimously.

**PUBLIC COMMENT** – None

### WORK SESSION – DEVELOPMENT CONCEPT FOR ARMSTRONG CIRCLE VACANT PARCEL

Ken Leahy, Allen Patterson, Mark Childs, and Greg Daniels introduced themselves. Hathhorn outlined potential options before the Board. Leahy offered additional context and background. The Board provided comments and asked clarifying questions regarding the proposals. The Board directed Hathhorn to evaluate proposals to determine best option for Sunrise. He noted any specific conversation about sale or valuation of property will occur in executive session.

#### 1. CONSENT AGENDA

A motion to approve the consent agenda consisting of the items listed below, was made by Coate and seconded by Bailey. Motion carried unanimously.

- 1.1 Approval of Minutes of June 22, 2022 Board Meeting
- 1.2 Acknowledgement of appointment of Insurance Agent and Legal Counsel of Record

#### 2. DISCUSSION ITEMS

##### 2.1 Election of Officers

Barth nominated Hawes for Chair. Seeing no other nominations, the Chair moved to a vote. Hawes was elected chair by unanimous vote.

Coate nominated Barth for Vice Chair. Seeing no other nominations, the Chair moved to a vote. Barth was elected Vice Chair by unanimous vote.

Helm nominated Bailey for Secretary. Seeing no other nominations, the Chair moved to a vote. Bailey was elected Secretary by unanimous vote.

## 2.2 New Services and Water Meter Supply Chain Issues

Hathhorn summarized the supply chain issues limiting the ability to obtain an adequate stock of meters to meet demand. He provided the Board with options for providing new services to consider in the event that Sunrise runs out of meter inventory. Hathhorn stated that he will provide a more formal proposal at the next meeting.

## 3. STAFF REPORTS

### 3.1 Manager's Update

Hathhorn provided updates of agency activities including:

- Admin building construction is above ground level, with August 8<sup>th</sup> scheduled to start vertical construction
- The addition of Joe Hepburn, staff engineer and Alex Moffit, field operator to staff
- Stream flows were augmented by late spring snowfall but extended dry summer could negate benefits by low flow period in September
- Requested feedback on the Boards level of interest in considering a request for locating a non-profit emergency radio group facility at Reservoir 1. The Board directed staff to ask additional questions and bring back an agenda item
- Discussions are going well with North Clackamas Parks about daylighting the ASR well in Sieben Park

### 3.2 Engineering Report – No comments

### 3.3 Construction Report – No comments

### 3.4 Operational Report – No comments

### 3.5 Finance Report

Pietzold updated the Board on several items including:

- The books for 2021 have had a soft close but are left open through end of fiscal year.
- Tracking of invoices is looking good
- The year appears to have ended with lower expenses and higher revenues than anticipated
- Invoices for Armstrong Court are starting to come in
- There have been no draws on loan yet. There is a proposed schedule for draws on the building loan with quarterly reporting
- LGIP is slowly increasing

## 4. BOARD REPORTS

### 4.1 Board Calendar (see meeting packet)

### 4.2 Meeting Attendance and Liaison Reports

Commissioner	Meetings    Travel (T) or Remote (R)
Chris Hawes	(T) Boring Water – Reservoir plan going forward, will need loan (R) Oak Lodge – Discussed wastewater flow projections (R) CRW – Rate increase, swore in new member, experienced a zoom bombing
Kevin Bailey	(R) NCCWC – Adoption of budget, accepted CRW agreement

Andy Coate	None
Gary Barth	None
Kevin O'Meara	None
Diana Helm	None
Tim Chairet	None

4.3 Liaison Assignments

The current assignments remained in place with the exception of Helm being appointed formally to the North Clackamas County Chamber of Commerce Public Policy committee and Hawes becoming the official alternate to the Regional Water Providers Consortium Board.

4.4 Information Items – None

4.5 Future Agenda Items - None

**5. ADJOURN**

The meeting adjourned at 7:35 p.m.

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*Chris Hawes*  
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CHRIS HAWES, CHAIR

DocuSigned by:  
*Kevin Bailey*  
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KEVIN BAILEY, SECRETARY