



M I N U T E S

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on **Wednesday, December 21, 2022 at 6:00 p.m.** at Sunrise Water Authority, 10602 SE 129th Avenue, Happy Valley, Oregon 97086, and virtually via Zoom.

Commissioners Present: Chris Hawes, Chair; Andy Coate, Vice Chair; Kevin Bailey, Secretary; Diana Helm; Kevin O’Meara **Attended Remotely:** none

Commissioners Absent: Gary Barth; Tim Chairret

Staff Present: Wade Hathhorn, General Manager; Jamey Pietzold, Finance Director; Cindy Wolff, Administrative Manager

Visitors Present: Sherry French, Clackamas River Water; Chris Duckworth, legal counsel.

CALL REGULAR MEETING TO ORDER

Hawes called the meeting to order at 6:01 p.m.

VOICE ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

O’Meara made a motion to approve the agenda as presented, and Bailey seconded. The motion carried unanimously.

PUBLIC COMMENT

1. CONSENT AGENDA

Helm made a motion to approve the consent agenda, consisting of the items listed below. Coate seconded. The motion carried unanimously.

- 1.1 Approval of Minutes of November 16, 2022 Board Meeting

2. DISCUSSION ITEMS

2.1 Preliminary Discussion on Affordable Housing Trends

Hathhorn provided a historical background on middle housing and the complexity of providing water service under those conditions, specifically when it comes to metering, and what that might look like for Sunrise. Coate asked if the building code had any requirements for metering.

Hathhorn said it’s left to the utility. Helm said the City of Bend has these type of homes and asked if Staff has looked to Bend for direction. Hathhorn explained that Bend provides water and sewer, and code says they have to have separate services. He added that the Board will have to decide what its willing to allow. Hathhorn stated that it will be interesting to see if the City and County have enough cohesion that Sunrise can follow along, but he hasn’t seen where WES addresses sewer. Helm asked if there were any outstanding lawsuits on the matter, and Hathhorn wasn’t sure. He noted that fire departments seem to be silent on this, and asked Hawes if he had any insights as a fire board member. Hawes noted they’re in the same position.

Hathhorn reiterated that Sunrise would have to decide how service will be established for cottage clusters and multiplexes, such as requiring each unit to have its own meter. He explained how townhouses are provided service. There was discussion about the extra effort involved. Hathhorn said Staff would do research and report back in January. There was discussion about the likelihood

of cottage clusters in Happy Valley.

Duckworth entered 6:24 p.m.

3. STAFF REPORTS

3.1 Manager's Update

Hathhorn provided updates on construction of the new facility; snowpack conditions; and new hires starting in January. He explained that Staff would be working remotely Friday due to forecasted weather conditions. He reminded the group about the upcoming SDAO conference.

3.2 Engineering Report

3.3 Construction Report

3.4 Operational Report

O'Meara commented that housing completions are taking longer.

3.5 Financial Statements – November 2022

Pietzold summarized the reports. Hathhorn commended Pietzold for his work on this year's audit. They briefly discussed this year's audit.

4. BOARD BUSINESS

4.1 Board Calendar

4.2 Meeting Attendance and Liaison Reports

COMMISSIONER	MEETING	IN PERSON/REMOTE
Coate	None	N/A
O'Meara	None	N/A
Bailey	City of Happy Valley	Remote
Helm	City of Happy Valley	In Person
Hawes	OLWSD	Remote
	Boring Water	In Person
	CRW	Remote

4.3 Information Items

4.4 Future Agenda Items

Hawes stated that Barth would like to have a discussion about emergency water supply at the January or February meeting.

5. EXECUTIVE SESSION

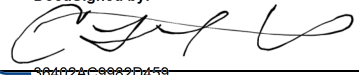
At 6:50 p.m., Hawes recessed the regular session and moved to executive session, pursuant to ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions; and (b), to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing and (f), to consider information or records that are exempt by law from public inspection.

At 7:36 p.m., Hawes adjourned the executive session and resumed the regular meeting.

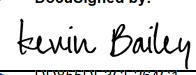
Coate made a motion to accept the letter of intent as presented, subject to clarification on maintenance and easement questions discussed in executive session, and directing the General Manager to enter into negotiations. O'Meara seconded the motion, and it carried unanimously.

6. ADJOURN

Hawes adjourned the regular meeting at 7:37 p.m.

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CHRIS HAWES, CHAIR

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KEVIN BAILEY, SECRETARY