



M I N U T E S

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on **Wednesday, January 24, 2024 at 6:00 p.m.**, at Sunrise Water Authority's Administrative Office, 17563 SE Armstrong Ct., Happy Valley, OR 97015 and virtually via Zoom.

Commissioners Present: Gary Barth, Vice Chair; Kevin O'Meara; Tim Chaire; Andy Coate

Commissioners Attending Remotely: Chris Hawes, Chair; Kevin Bailey, Secretary

Commissioners Absent: None

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

Visitors Present:

Sherry French, CRW Board (remote); Paul Gornick, OLWS Board (remote); Jon Simonson, customer

CALL REGULAR MEETING TO ORDER

Hawes, who attended remotely, asked Barth to chair the meeting. Barth called the meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

Coate made a motion to approve the agenda as presented and Chaire seconded. The motion carried unanimously.

PUBLIC COMMENT

1. CONSENT AGENDA

O'Meara made a motion to approve the consent agenda consisting of the items listed below. Coate seconded and the motion carried unanimously.

- 1.1 Approval of December 20, 2023 Board Meeting Minutes
- 1.2 2024 System Development Charges
- 1.3 Acceptance of Water Mains and Related Facilities for Alpina Estates
- 1.4 Adopt Resolution 2024-01 Authorizing Surplus Property

2. DISCUSSION ITEMS

2.1 Appoint Budget Officer and Adopt Calendar for FY2024-25 Budget

Coate made a motion to appoint Pietzold as the FY2024-25 Budget Officer and approve the proposed budget calendar. Barth seconded and the motion carried unanimously.

2.2 Receipt of the FY2022-23 Annual Comprehensive Financial Report and Auditor's Letter

Pietzold explained that the purpose of this item is for the Board to confirm receipt of the ACFR and auditor's letter. He stated that the auditor, Grove, Mueller and Swank, LLP, issued an unmodified opinion on the audited financial statements and he discussed the details. Pietzold provided a document titled FY2023 Audit Governance Letter Management Notes and reviewed it item by item with the Board. Barth noted that the language used can seem alarming but it's standard language used in audits. Barth asked that the Minutes reflect that the audit was received.

3. STAFF REPORTS

3.1 Manager's Update

Hathhorn provided updates on:

- Construction of the new administration and operations facilities;
- Snowpack and its significance to the water system;
- Various avenues he is taking to attract job seekers to the water industry, including development of a scholarship with CCC; and,
- Filling the commissioner vacancy for Zone 6, as directed by the Board.

He asked the Commissioners to let Wolff know if they plan to attend the SDAO Conference. Barth said he would not attend this year.

3.2 Engineering Report

Barth commented that Staff does a good job summarizing routine activity.

3.3 Construction Report

Following questions from the Board, Hathhorn shared brief updates on the High Ridge Court intertie and Sieben Park/Well 2W projects.

3.4 Operational Report

3.5 Financial Statements

Pietzold summarized the Financial Statements included in the Board packet. He gave updates on revenue and expenses. There were brief discussions about forecasting and budgeted expenditures.

4. BOARD BUSINESS

4.1 Board Calendar

4.2 Meeting Attendance and Liaison Reports

Commissioner	Meeting
Bailey	None
Hawes	Oak Lodge (remote); CRW (remote)
Chairet	None
O'Meara	City of Happy Valley
Coate	None
Barth	RWPC Executive Committee

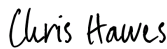
4.3 Information Items

Hathhorn provided a presentation on infrastructure and water supply.


4.4 Future Agenda Items

5. ADJOURN

Barth adjourned the meeting at 7:41 p.m.

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CHRIS HAWES, CHAIR

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KEVIN BAILEY, SECRETARY