

WEST SLOPE WATER DISTRICT
Regular Board of Commissioners Meeting
August 21, 2019
Meeting Summary

CALL TO ORDER

Present: Chair Carol Wild; Commissioners Charles Conrad, Noel Reiersen, and Andy Smith

Management Staff: Michael Grimm, General Manager; Lucy Dawes, Finance & Customer Service Manager

Absent: Commissioner Michael Hoffman

Public: None

1.0 – CALL TO ORDER AND OATH OF OFFICE

Chair Wild called to order the regular meeting of the West Slope Water District Board of Commissioners at 4:58 P.M., Wednesday, August 21, 2019.

2.0 - PUBLIC COMMENTS/COMMUNICATIONS

Mr. Grimm stated there were no public comments received by the District in the last month.

3.0 – CONSENT AGENDA

Commissioner Conrad asked to remove Agenda Items 3.5 and 3.7 from the Consent Agenda. Ms. Dawes asked to remove Agenda Item 3.8 from the Consent Agenda. Commissioner Conrad made a motion to accept Consent Agenda Items 3.1 through 3.4, 3.6, and 3.9. Commissioner Reiersen seconded the motion, and the motion passed unanimously. Commissioner Conrad asked for clarification on transfers between the general fund and the reserve accounts in the Local Government Investment Pool. Ms. Dawes explained how payments are made and tracked between the funds. Commissioner Conrad inquired about the District’s new utility worker, Kyle King and his background as well as the background on the vehicle damage to the vault wall at the Green Tank. Ms. Dawes gave a brief summary of Mr. King’s hiring, and Mr. Grimm shared the background of a driver’s collision with the District’s vault wall. Both Commissioners Reiersen and Conrad would like to attend the CPR/AED training by the Red Cross on September 24. Commissioner Reiersen moved to approve Agenda Item 3.5 and 3.7, and Commissioner Conrad seconded the motion. The motion was approved unanimously. Ms. Dawes presented Attachment 3.8.1 (not included with the distributed Board packet) which provided the Board with a brief summary of the State’s PERS Employer Incentive Fund. The opportunity at hand is whether to establish a side account to pay down some of the District’s unfunded PERS liability. The District qualifies for a State fund match of \$53,824 because the unfunded liability is 242% of the District’s payroll. The District would need to make a payment into a side account of

\$216,000 to receive the State's match. Over the course of 20 years, the District would save \$465,605. The Board engaged in a detailed discussion regarding the use of reserve fund money to receive a relatively small amount from the State as a matching fund. Commissioner Reiersen moved to approve Agenda Item 3.8 and provide consensus to Ms. Dawes to continuing pursuing the District's option to apply for matching funds from the State to apply to a side account for the purpose of paying down some of the District's PERS unfunded actuarial liability. The motion was seconded by Commissioner Smith, and the motion was approved unanimously.

4.1 – DISTRICT ACTIVITIES

4.1 – Strategic Outreach Plan.

- Mr. Grimm reviewed the summary of the Board's outreach workshop with Katz & Associates staff on July 16 (Attachment 4.1.1). There were no changes proposed to the summary. Mr. Grimm discussed with the Board the proposed initial outreach approach created by Katz & Associates and Mr. Grimm (Attachment 4.1.2) to be tested first at the District's outreach event at THPRD's August 22 Concert in the Park in Raleigh Park. The recommendations serve as an initial course of action to inform the public of the upcoming opportunity the District has to examine and select a long-term source of supply beginning July 1, 2026 (sign on to a new contract to purchase water from the City of Portland or establish a new contract to purchase water from Tualatin Valley WD). Key messages to support are 1) No matter what the District chooses to do, the cost of water will increase significantly over the next 8-10 years due to large capital projects for both water systems; 2) Any scenario considered must adhere to the District's overall mission and vision to provide a continuous supply of safe drinking water to all customers; 3) The Board's decision-making process is completely transparent to the public; and 4) The District is committed to serving its customers well. Mr. Grimm distributed a full-size version of the "pocket" information card giving customers a concise overview of the District and its key messages on establishing a source of supply after 2026 and held a short demonstration of the TypeForm survey that will be used to gather customer input based on responses to 10 questions. Each commissioner used their smartphones or a tablet to access the survey and test it out. There were a couple of minor suggestions from the Board about improving the survey which were later passed on to the consultants.
- Mr. Grimm shared the work group of City of Portland and its five largest wholesalers will be gathering with FCS Group here at the District's office Wednesday, August 28 to have a project kickoff meeting. FCS has already begun some of its research but will start in earnest following the meeting. The purpose of the meeting is to discuss the draft scope of work, ensure it covers all the tasks the group needs, and make sure all parties agree to the anticipated outcomes.

4.2 – Water Rate Increase & Public Hearing for September 18 Meeting.

Ms. Dawes reviewed with the Board the water rate increase public hearing process that will be included with the September 18 regular Board of Commissioners meeting. She also reviewed the need for the increase, why it needs to be 12% at this time, when it takes effect, and how District customers will be (were) notified of the public hearing.

5.0 – COMMISSIONERS COMMUNICATION

There were no other meetings attended by members of Board since the previous meeting. Suggested agenda items by the Board for future Board meetings included a summary of the customer comments from the outreach effort, the anticipated filtration project cost estimate from Portland, and a status on a projected wholesale water rate from TVWD. Commissioners

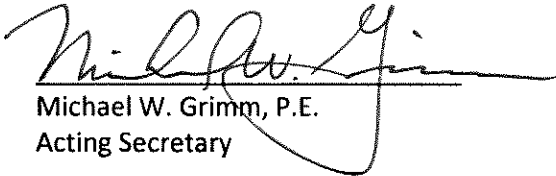
Conrad and Reiersen stated they thought the meeting went well, and the other Commissioners agreed.

6.0 – ADJOURNMENT

There being no further business to discuss, Commissioner Conrad moved to adjourn the meeting. Commissioner Reiersen seconded the motion, and it was approved unanimously. Chair Wild adjourned the August 21, 2019 Regular Board of Commissioners meeting at 6:51 PM.

Respectfully Submitted,

Approved:


Michael W. Grimm, P.E.
Acting Secretary

