

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT  
MINUTES, REGULAR MEETING OF THE BOARD  
April 28, 2021  
Zoom Video Conference**

---

---

**Board members present:** Larry Dixon, Tom Lewis, Steve Okazaki, Colby Riley, Kathy Zimmerman.

**Staff present:** Kari Duncan, General Manager (GM); Andy Crocker, District Superintendent; Cathy Middleton, Office Supervisor (OS); Joey Schlosser, Assistant Superintendent (AS); Daniel Zimmerman, Senior Accountant (SA); Kerry Aden, Government Affairs Coordinator (GAC), Jeremy Hanson, Associate Engineer (AE).

**Guests present:** Bob Fowler, Doug Goe, Christine Hollenbeck, Cori Johnson, David Ulbricht.

**President Tom Lewis** called the meeting to order at 6:03 p.m.

**APPROVAL OF THE AGENDA**

**President Lewis** asked if there were any changes or additions to the agenda.

**Steve Okazaki** moved to approve the agenda. **Kathy Zimmerman** seconded the motion. The motion was approved; none opposed.

**APPROVAL OF THE CONSENT AGENDA**

**President Lewis** asked if there were any changes or updates to the consent agenda.

**Colby Riley** moved to approve the consent agenda. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

**APPROVAL OF MINUTES**

**President Lewis** asked if there were any changes to the minutes.

**Colby Riley** moved to approve the minutes from the March 24, 2021 regular Board meeting. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

**APPROVAL OF BILLS**

**President Lewis** asked if there were any questions about the bills.

Kathy Zimmerman asked about page 30, check #50194, Guston Creative Group. **GAC Aden** responded the item is for a video production for the Children's Clean Water Virtual Festival and will be paid out of the festival budget.

Larry Dixon inquired about page 25, check #50115, Gen Maintenance items. **DS Crocker** answered the item is to perform the regular service regimen on the office site and Cleveland site generators. The City of Gresham will share this cost.

**Steve Okazaki** moved to approve the bills as presented. **Colby Riley** seconded the motion. The motion was approved; none opposed.

**PUBLIC COMMENT**

There were no public comments.

**BOND SALE UPDATE AND PROCESS - DAVID ULBRICHT, SDAO AND DOUG GOE, ORRICK - PRESENTATION/DISCUSSION**

**President Lewis** introduced David Ulbricht, Director of Advisory Services with Special Districts Association of Oregon and Doug Goe, Partner with Orrick, Herrington & Sutcliffe LLP. Mr. Ulbricht gave an update on the progress for the bond sale process. Mr. Goe noted everyone has been working hard and everything is coming together very nicely. He explained the Bond Resolution. Discussion ensued.

**WATER REVENUE BONDS PRELIMINARY OFFICIAL STATEMENT - DISCUSSION**

**David Ulbricht** reiterated the Board should review the document and provide comments to SDAO and Orrick. Discussion ensued.

**RESOLUTION NO. RWPUD 20/21-003 WATER REVENUE BOND AUTHORIZATION - ACTION**

**GM Duncan** gave a brief explanation of the resolution. Discussion ensued.

**Steve Okazaki** made a motion to adopt Resolution No. RWPUD 20/21-003 A Resolution of the Rockwood Water People’s Utility District, Authorizing the Issuance, Sale, Execution and Delivery of Water Revenue Bonds, in One or More Series, from Time to Time, in an Aggregate Principal Amount not to Exceed \$24,000,000, for the Purposes of Financing and Refinancing All or a Portion of the Costs of Additions, Replacements, Expansions or Improvements to the District’s Water System Infrastructure and Paying Costs of Issuance Related thereto; Authorizing the Authorized Representative to Negotiate and Establish a Master Water Revenue Bond Declaration; Authorizing the Refunding of Certain Outstanding Obligations of the District Related to the District’s Water System; Authorizing the Pledge of Net Revenues of the District’s Water System; Authorizing the Execution and Delivery of Financing, Legal and Disclosure Documents; Designating Authorized Representatives and Delegating Authority; and Related Matters, with the change on page 114 from Beaverton to Rockwood Water. Larry Dixon seconded the motion. The motion was approved; none opposed.

**RESOLUTION NO. RWPUD 20/21-004 - AUTHORIZING GENERAL MANAGER TO ENTER INTO CONTRACT FOR THE GROUNDWATER DEVELOPMENT PROJECT PACKAGE NO. 1 - ACTION**

**GM Duncan** explained the purpose for the resolution and the results of the bid opening for the Package 1 project. Discussion ensued.

**Colby Riley** made a motion to adopt Resolution No. RWPUD 20/21-004 Resolution to Authorize General Manager to Enter into a Contract for the Groundwater Development Project Package No. 1 - Cascade Reservoir Improvements and Well No. 7. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.

**2021 FINANCIAL PLAN MODEL UPDATE - ACTION**

**GM Duncan** gave a PowerPoint presentation on the 2021 Financial Plan Model Update. Discussion ensued.

**Kathy Zimmerman** moved to adopt the 2021 Financial Master Plan Model Update Report and to a 10.5% overall increase in rates for the fiscal year beginning July 1, 2021. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

**FIVE-YEAR NON-RENEWAL NOTICE FOR THE CITY OF PORTLAND REGIONAL WATER SALES AGREEMENT - DISCUSSION**

**GM Duncan** explained the Notice of Non-Renewal for the Regional Water Sales Agreement. Discussion ensued.

**FOR THE GOOD OF THE ORDER**

**Larry Dixon** asked on the status of the recently-surplused equipment. **DS Crocker** replied he believed the pickup sold for \$5,000 and the dump truck sold for \$16,000 but will verify those amounts.

**Kathy Zimmerman** asked about the Revenue Expenditure Report, page 30, City of Fairview Utility Tax showing a 255% unencumbered balance. **GM Duncan** said staff will look into the matter and report back to the Board.

**NEXT MEETING**

**President Lewis** reminded everyone the next Board meeting will be Wednesday, May 26, 2021 at 6:00 p.m.

**ADJOURNMENT**

**Steve Okazaki** made a motion to adjourn the meeting. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 7:30 p.m.

  
Secretary