

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD
November 17, 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 (DS); Cathy Middleton, Office Supervisor (OS); Jeremy Hudson, District Engineer (DE); Joey Schlosser, Assistant Superintendent (AS); Daniel Zimmerman, Senior Accountant (SA); Kerry Aden, Government Affairs Coordinator (GAC), Jeremy Hanson, Associate Engineer (AE).

Guests present: Doug Aden.

President Tom Lewis called the meeting to order at 6:07 p.m.

APPROVAL OF THE AGENDA

President Lewis asked if there were any changes or additions to the agenda. **GM Duncan** noted there were no changes.

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.

Steve Okazaki moved to approve the minutes from the **October 27, 2021** regular Board meeting. **Colby Riley** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF BILLS

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

Colby Riley asked about page 26, check #51063, Refund Overpayment. **GM Duncan** explained the item is a refund for customer who has overpaid their water bill.

Larry Dixon asked about page 4, check #51028, Airport Way Drainage Assessment and page 6, check #51055, NE 185th Drainage Assessment and if they were the same item. **OS Middleton** answered the items are for two separate properties and the District will received a refund for the 185th fee at closing when the property is sold. Discussion ensued.

Kathy Zimmerman moved to approve the bills as presented. **Larry Dixon** seconded the motion. **The motion was approved; none opposed.**

PUBLIC COMMENT

There were no public comments.

WATER INFRASTRUCTURE FINANCE AND INNOVATION ACT (WIFIA) LOAN UPDATE - GM DUNCAN - DISCUSSION

GM Duncan gave an update on the WIFIA loan process including the presentation the District and City of Gresham gave to the EPA on November 9. She further updated the Board on discussions with WIFIA loan counsel, discussions with HDR on modeling and the finance plan, and noted the District is evaluating adding a contingency component to the WIFIA loan. Discussion ensued.

CASCADE GROUNDWATER DEVELOPMENT PROGRAM UPDATE/PRESENTATION - GM DUNCAN/DE HUDSON - DISCUSSION

GM Duncan introduced **DE Hudson** who gave a PowerPoint Presentation on the Cascade Groundwater Development Program and its progress. Discussion ensued.

EMPLOYEE APPRECIATION BANQUET/HOLIDAY POTLUCK - GM DUNCAN - ACTION

GM Duncan mentioned the District will not be having an Employee Appreciation Banquet or holiday potluck due to COVID-19. Discussion ensued.

Colby Riley moved to have an event to present the staff with their gift cards in the same amount as last year. **Steve Okazaki** seconded the motion. **The motion was approved; none opposed.**

IN-PERSON BOARD MEETINGS - GM DUNCAN - DISCUSSION

President Lewis asked the group if they want to continue to meet in person. Discussion ensued.

The Board decided to meet virtually via Zoom for the December Board meeting.

FOR THE GOOD OF THE ORDER

GM Duncan announced **GAC Aden** will be retiring. Her last day will be Friday, February 4, 2022.

Kathy Zimmerman asked about extra security at pump stations and at our construction areas due to a recent incident in Fairview. **DS Crocker** answered no, the District hasn't experienced encounters at the level which she was referring to. Discussion ensued.

NEXT MEETING

President Lewis reminded everyone the next Board meeting will be Wednesday, December 15, 2021 at 6:00 p.m. via Zoom video conference.

ADJOURNMENT

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

The meeting was adjourned at 7:09 p.m.


Secretary