

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD**

January 25, 2023

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); Jeremy Hudson, District Engineer (DE); Daniel Zimmerman, Senior Accountant (SA); Nyla Clark, Government Affairs Coordinator (GAC), Jeremy Hanson, Associate Engineer (AE), Cathy Middleton, Office Supervisor (OS); Joey Schlosser, Assistant Superintendent (AS); Jay Breen, Assistant Superintendent Operations (ASO).

Guests present: Cori Johnson

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

OATH OF OFFICE

GAC Clark administered the oath of office to **Colby Riley & Larry Dixon**.

APPROVAL OF THE AGENDA

President Lewis asked if there were any changes or additions to the agenda. There are no changes to the agenda.

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

BOARD ELECTION OF NEW OFFICERS - ACTION

Steve Okazaki suggested a slate of officers as follows: **Colby Riley**, President; **Steve Okazaki**, Vice President; **Kathy Zimmerman**, Secretary; **Larry Dixon**, Treasurer; and **Tom Lewis** Director.

Colby Riley moved a slate of officers as **Tom Lewis**, President; **Kathy Zimmerman**, Vice President; **Colby Riley**, Secretary; **Larry Dixon**, Treasurer; and **Steve Okazaki**, Director. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

OUTGOING PRESIDENT'S COMMENTS

Tom Lewis made a statement as outgoing president.

INCOMING PRESIDENT'S COMMENTS

President Colby Riley made a statement as incoming president.

APPROVAL OF THE CONSENT AGENDA

President Riley asked if there were any changes or updates to the consent agenda. There were no changes.

Steve Okazaki moved to approve the consent agenda. **Tom Lewis** seconded the motion. The motion was approved; none opposed.

APPROVAL OF MINUTES

President Riley asked if there were any changes to the minutes. There were no changes.

Kathy Zimmerman moved to approve the minutes from the December 21, 2022 regular Board meeting. **Tom Lewis** seconded the motion. The motion was approved; none opposed.

APPROVAL OF BILLS

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

Kathy Zimmerman asked if line item # 00372, Pg. 32 (Glendoveer Generator Rental) is something that we regularly rent or if this rental was due to a particular job at that site. **GM Duncan** answered that this rental was needed for the Well #8 redevelopment. **DS Crocker** added the rental is used as needed while crews work on the 141st site. The generator provides back up to the Glendoveer site so that if the power were to fail in that area the Pump Station would operate on generator power. This rental was used for a few weeks while crews worked on the 141st site. It is expected that the generator will need to be rented again in about a month when more work is scheduled.

Kathy Zimmerman asked if line item # 11494, Pg. 35 (Cowbell Cyber Insurance 2023) is a new insurance. **GM Duncan** answered that we have had this cyber insurance for the last few years.

Kathy Zimmerman asked if this was an annual payment. **GM Duncan** answer that it was.

Steve Okazaki 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.

Rockwood Identity Atlas - Discussion

GM Duncan presented on the Rockwood Identity Atlas from the Rockwood Community Development Corporation. The group discussed the information presented.

A copy of the Rockwood Identity Atlas is available online at: <https://rwpud.org/wp-content/uploads/Rockwood-Identity-Atlas.pdf>

SET BOARD MEETING SCHEDULE FOR 2021 - ACTION

POLICY: The regular meetings of the District will be determined at the annual Board meeting in January of each year. (Policy Series 1000, Article 4.0, Section 4.1)

President Riley reviewed the proposed Board meeting schedule for 2023.

Steve Okazaki moved to adopt the proposed Board meeting schedule for 2023. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

SET BUDGET MEETING SCHEDULE FOR FISCAL YEAR 2023/2024

The group discussed the proposed budget meeting schedule for fiscal year 2023/2024.

Steve Okazaki moved to adopt the Budget Process Schedule for fiscal year 2023/2024 with the change of the regular board meeting being on March 22 rather than March 15. Larry Dixon seconded the motion. The motion was approved; none opposed.

FOR THE GOOD OF THE ORDER

DS Crocker congratulated Colby Riley as the new President.

GM Duncan Thanked Tom Lewis for his service as President and congratulated Colby Riley as the new President.

GM Duncan shared that she has been invited to join the AWWA Water Matters Fly-In in Washington DC. She asked the board for feedback on her attendance to this event. The board supported GM Duncan’s travel.

Larry Dixon Thanked all the staff for their safety this year.

Kathy Zimmerman shared that a customer asked her if Metro’s Supportive Housing Bond will have an impact on their water bill. **Kathy Zimmerman** asked if our customers will be affected with this. **GM Duncan** answered that she did not think that our customers will be affected. OS Middleton added that she was not aware of it having any affect on customers bills. **GM Duncan** will look into this further.

Kathy Zimmerman asked for more information a recent safety issue with a staff member. **GM Duncan** explained that a staff member was driving in their service truck. An individual walking around in the areapointed a gun at the staff member through the truck window. The staff member left the scene and called the police. The District is actively looking into active shooter / safety training for staff members.

Tom Lewis congratulated GM Duncan on her invitation to the AWWA Water Matters Fly In and encouraged her to attend.

President Riley will attend next months Board Meeting via Zoom.

NEXT MEETING

President Riley reminded everyone the next Board meeting will be Wednesday, February 22, 2023 at 6:00 p.m.

ADJOURNMENT

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

The meeting was adjourned at 7:15 p.m.

Kathy Zimmerman
Kathy Zimmerman (Mar 3, 2023 15:18 EST)

Secretary










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Final Audit Report

2023-03-03

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