Southwood Park Water District
PO Box 2024
Lake Oswego, OR 97035

spwd.specialdistrict.org



Commissioners:
KC Rogers
Kelli Byrd
Lisa Hilker
Jim Hilker
Severin Holden

October 28, 2026 Southwood Park Water District General Board Meeting Minutes
Meadow Springs Community Church, Portland, OR 97219

Board Chair KC Rogers called the General Board meeting to order at 7:01 pm
An announcement was made that attendees should silence their phones. Attendees were invited to move their chairs forward, if needed. We are guests in this building; as such, food is prohibited and any drinks must have a secure lid or screw-top to prevent spills. No questions will be taken at this meeting; email questions through the website.

Roll Call - In Attendance:
KC Rogers, Kelli Byrd (via Zoom), Lisa Hilker, Jim Hilker and Severin Holden (via Zoom).

Business:

1. KC stated he'd received 2 questions via the website. One was regarding a customer statement; Severin will handle this. The other regarding brown water after maintenance and KC handle.
2. The Board reviewed the agenda for tonight's meeting.
3. The Board reviewed the minutes from the September 30 Board meeting.
    a. A motion was made to approve the general meeting minutes. M**otion passed unanimously with ayes from: KC Rogers, Kelli Byrd, Lisa Hilker, Jim Hilker and Severin Holden.**
4. Board Chair Report:
    a. KC briefly discussed day-to-day operations.
    b. 3 meters have been replaced: 13571 SW 61 Ave., 12816 SW 61 Ave. and 13069 SW 64 Ave.
    c. KC has created and placed a water meter sign-out sheet in the pumphouse for NWNWS to use. He has also stored new meter in the pumphouse.
    d. KC changed the filter on October 1 and was able to purchase 4 additional filters at a discounted price of $32.19.
    e. KC noticed weeds coming up in the fenced area around the pumphouse. He sprayed them and intends to go up and pull them later. Thank you, KC, for all this maintenance.
    f. KC noticed seeing no one on security cameras nor sign-ins from October 7 though October 21 doing testing. He asked NWNS about this and they said they keep records on the online log.
    g. KC asked Board members to fill out cyber forms and return them to him by November 7 so he can have them to the insurance company by November 15. He brought copies for everyone. Lisa volunteered to drop them off to Kelli and Severin.
    h. Last year, NWNWS was late submitting our monthly water usage to the Water Resources Department. KC has sent the form to NWNWS.
    i. There were no specific announcements or Board governance matters. The Board discussed and reviewed the monthly financial reports and invoices, all of which were

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within previously adopted budget appropriations. The expenditures, including auto-pay items and attendance checks, were reviewed with no objections noted.

5. Old Business:
    a. Regarding customer billing issues, NWNWS sent out notices to customers for them to renew their automatic billing.
        i. Our website needs to be update to reflect changes.
    b. KC asked that Board members send ideas to him for customer letter.
    c. The water meter valve tags arrived and look good.
        i. KC would like a photo of them to be on the website for customers to see.
            1. Lisa volunteered to take a clear photo and send it to Kelli so it can be posted.
    d. Regarding a possible District merger:
        i. Jim attended the last Board meeting of Rivergrove. They may now be interested in being our maintenance company.
        ii. Jim may skip their November Board meeting. Their general manager is resigning and their next meeting will likely be occupied with that and inconsequential for us.
    e. KC reminded Board members that he wanted the District laptop to be present at the meetings.
    f. Severin has found 3 more civil engineering companies to consider for our inter-tie work. He will forward those to KC.
6. New Business:
    a. Severin would like to set up another meeting with NWNWS to discuss our expectations as well as frequency of their pumphouse visits. He intends to set it for the next week.
    b. KC noted that both he and Lisa's positions are up for re-election in 2027.
        i. That information needs to be in the customer letter and on-line.
7. Other Business:
    a. Kelli asked why she needed to return the District laptop. There was a discussion about the ease at which Zoom meetings could be conducted with the Chromebook instead of the use of a personal phone.
        i. After the discussion, Kelli asked that it be put into the minutes that she felt she was being retaliated against for asking to participate in Board meetings from home because she doesn't feel safe at meetings. She stated the Chromebook has never been an issue until she asked for this disability accommodation.
    b. Jim wanted to remind everyone that the next meeting was November 18, only 3 weeks away.

The Board meeting adjourned at 7:33 pm.

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