

Southwood Park Water District

Minutes for April 28, 2021

7:00 – Zoom meeting called to order by Kelli, interim board chair.

- Board members present – KC Rogers, Randy Turner, Kelli Byrd, Susan Weston, and Eric Leatham.
- Due to Covid-19, met outside in front of church.
- Checks signed.
- Reports reviewed. Package missing copies of bills, Hiland statement and bank statements. Kelli will do it all next month.
- Minutes approved with a vote of 5-0 with correction that KC's check was delivered 4/28.

Old Business:

- Water tower painting bids. Eric received Suez's bid examples on 4/25 but they were all for maintenance type jobs. It was recommended that he contact SDAO and OAWU to see if they have examples. Whit will look for specs.

New Business.

- Zoom meetings – Last year, held meetings in front of church (outside) and then did Zoom over the winter. Discussed hybrid in the future to encourage attendance. Will also see if other areas outside the church will be quieter (weather permitting). Randy motioned that we keep the Zoom account, KC seconded, passed 5-0.
- Hiland contract – Kelli sent out updated prices from Hiland but is going to get the full contact for review. Tabled until next month.
- Rate Committee – The committee's plan was sent to Hiland to see what it would do to client bills and it raised bills for low water users too much. Sue presented a new option for a base rate of \$23 per month and \$3.25/CCF that would raise about \$56,000 per year with about 50% of income coming from the base rate and 50% coming from usage. Just for one year and could then do tiered rate to encourage conservation. Sue motioned for approval, no second. Kelli proposed two options 1) \$28 per month base rate and \$2.35 / CCF that would raise about \$51,000 per year. Kelli motioned for approval, Randy seconded, vote 2-3. 2) \$28 per month base rate and \$2.50 / CCF for about \$55,000 per year. Kelli motioned for approval, no second. Rate committee will meet again to draft a new proposal.
- Committee volunteers – anyone can volunteer for rate committee if they live in the neighborhood. Budget committee is different and needs equal numbers of board and community members.
- SPWD checklist – Kelli wanted a list of items that needed to be done so nothing gets missed. KC pointed out that there is one in the binder in the file cabinet that Eric has. Kelli will pick it up. KC has been reading the meter on the first of each month and will continue doing do.
- Budget committee – Kelli, Eric, Jon Howell and Whit Middlecoff are the committee. Meeting next Wednesday via Zoom.
- Priority list for repairs / maintenance – Eric would like to review anticipated projects to identify a priority list to help with budgeting and rate committee. Executive committee function.
- Onpoint transition – Kelli will transfer PGE, Hiland, Zipty and Portland Water auto payments.
- File storage – Eric is holding file cabinet and about 5 boxes and would like them out of his garage. Small storage units are \$50-75 per month. Sue motioned to get one, no second. Eric will keep through July and then give stuff to Kelli. Discussed digitizing what could be done and then disposing of it. No one volunteered to lead the process.
- Emergency plan – Eric pointed out that this still needs to be done. Future executive session.

Other:

- Jobs – Eric would like to have jobs for all board members like secretary, treasurer, communications, etc. Decided to wait until new board is in place.

- Bond coverage – Kelli received letter from State of Oregon that our bond coverage is \$100 and needs to exceed \$101,044 (last year's revenue) to continue doing the Report in Lieu of Audit. Eric will call insurance agent.

Guests:

- Ten guests in attendance and comments below.
- Zoom – nice to have, makes it easier to listen in, better community access.
- Digitize – hire someone to do it, use cloud storage to make documents accessible.
- Base rate – other districts are higher, likes higher rate.
- Tier rate structure – reinforce conservation. Do other districts have? About 50/50, maybe we could do next year.
- Well – could collapse if water level drops too far.
- Sell water – no water shortage so could be done.
- Funds are needed for tank painting, pump and lines.

Next meeting is May 26th.

Adjourned at 8:17.

Minutes by Eric Leatham.