

Minutes for Southwood Park Water District  
September 23, 2020

7:04 – Meeting called to order.

- Board members present – KC Rogers, Randy Turner, Kelli Byrd (phone), Susan Weston and Eric Leatham.
- Due to Covid-19, met outside in front of church with proper spacing.
- Checks signed and reports reviewed. Sue needs to be reimbursed for her seminar and KC will take care of it.
- Minutes approved.

Old Business:

- Sue received OAWU certificate for her conference attendance.
- Security grant money of \$5,000 has been deposited.
- Rate committee. Didn't get setup for tonight, try again next month. Need to announce meeting to public.
- Emergency Response Plan – KC shared existing Hiland plan. Board members will look for other examples, make notes and discuss at future executive session.
- Tank inspection – Sue will follow up with her contact.
- Median Income (Eric and Kelli) – Appears that Clackamas County is \$77,000, Portland is \$66,000 and 97219 is \$97,000. Could not figure out how to identify just our neighborhood. All are way over the \$47,000 limit to qualify for special financing terms.
- Remote meetings – KC to see if church will let us use inside entry way. Kelli to look at WebEx.
- Accountant contract – Sue motioned to accept, Eric seconded, passed 5-0.

New Business.

- Westlake Consultants – Eric identified this civil engineering company that may be able to assist us in identifying upgrades, prioritizing, and funding. He will contact them for more information.
- Regional Water Providers Consortium – KC asked them about benefits and costs for us to join. Not yet heard back.
- Priority list – SDAO study done previously had some options and estimated costs that should enable the rate committee to begin work. Look to complete tank inspection before deciding on priority list. Number of projects will depend on funds available.
- Storytelling Series – Streamline is offering this 6-week course to help special districts communicate with their constituents. KC and Eric listened to the first one and reported that it was helpful and will report back on future sessions. Eric will forward yesterday's info to other members.
- Leadership Academy – Three-year training program offered by SDAO. Randy, KC and Eric are signed up.
- Website accessibility – Kelli to ensure that web site is functional for those with any limitations.
- Agenda needs to be posted to web site 72 hours before meeting. Kelli will do so. Sue is Kelli's backup.
- Water quality report – Kelli will look at Hiland's web site for latest report and post it on ours.
- Cameras – working ok.
- Driveway – people have been driving to water tower and then turning around, almost like they are lost. KC will investigate getting a sign that says something like "service vehicles only."
- Meeting notice signs – Eric's turn for next three months (October to December). Put out on Thursday the week before meeting.
- Elections – Eric is planning on running again. Randy and Kelli are not sure yet.
- Email – KC maintains public record copies so other board members do not need to do so. There was no consensus on having a dedicated water district email account for each board member so it will remain personal preference.

Other:

- No public comments.
- Three guests in attendance

Next meeting is October 28th.

Adjourned at 8:08.

Minutes by Eric Leatham.