

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



Commissioners:
C. Whit Middlecoff
Jon Howell
Eric Leatham
Kelli Byrd
Sue Weston

spwd.specialdistrict.org

June 28, 2023 Southwood Park Water District General Board Meeting Minutes Meadow Springs Community Church, Portland, OR 97219

Board Chair Whit Middlecoff called the General Board meeting to order at 7:01 pm

Roll Call - In Attendance:

Whit Middlecoff, Jon Howell, Sue Weston, Kelli Byrd, Michelle Cushing

Business:

1. The Board reviewed the agenda for tonight's meeting.
2. Public Comment - 5 guests in attendance - limited to 3 minutes per attendee
 - a. Phil Kubischta, a resident of Southwood Park, shared he had tested his 35-year-old water meter and was happy to report, it was reading fairly accurate. Phil also has some comments about an Executive Session that was recently held. Whit thanked Phil for his comments.
3. The Board reviewed the minutes from the Board meeting on May 31, 2023.
 - a. Jon moved to approve the minutes; Sue seconded the motion. **Motion passed unanimously**
4. The Board reviewed the monthly financial reports.
 - a. Several Board members observed a charge on Hiland's invoice labeled "Culvert Cleanup". The Board thinks this should either be the property owner's expense or maybe Clean Water Services rather than the Water District. Michelle will reach out to Hiland and ask for clarification.
 - b. Kelli moved to pay the bills as presented; Sue seconded the motion. **Motion passed unanimously.**
5. Old Business
 - a. Tom Ferrell of PACE Engineers updated the Board of their process. Here's what was worked on since the last Board meeting.
 - i. Modifications to system map
 - ii. Creation of basic hydraulic model
 - iii. Internal team coordination and discussion on report
 - iv. Coordination with Hiland Water
 - v. Water demand calculations and estimations for peak usage
 - vi. Update water system overview
 - vii. Coordination with Portland Water Bureau on system needs and available pressure and flow
 - viii. Geotechnical work alternate proposal

6. New Business

- a. Hiland provided their updated rate schedule effective 7/1/2023.
- b. Whit signed Dan Zimmerman's bookkeeping contract for FY2023-2024.
- c. The entire Board thanked Sue for her 4 years of service to the Southwood Park Water District. She was a huge asset on the Water District Board. Sue loves the Southwood Park community and has agreed to work on future committees on behalf of the residents of Southwood Park.

The Board meeting adjourned at 7:40 pm.