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## MINUTES

A Regular meeting of the Sunrise Water Authority Board of Commissioners was held on Monday, September 27, 2010 AT 6:00 PM at Sunrise Water Authority, 10602 SE 129th Avenue, Happy Valley, Oregon, 97086.

Board Present: Bob Frentress, Chair; Ron Blake, Vice Chair; Jeanne Anspach, Secretary; Bob Garbarino, Judy Grycko, and Terry Roskey.

Staff Present: John Thomas, General Manager; Lin Rigutto, Finance Director; Kim Anderson, Government Relations Manager; and Christin House, Billing and Customer Service Supervisor

Visitors Present: Jim Hastings, ratepayer.

### **1. CALL MEETING TO ORDER**

The meeting was called to order at 6:01 pm.

### **2. INTRODUCTIONS & WELCOME OF VISITORS**

Jim Hastings, a customer, distributed a flyer suggesting how a leak notification door hanger might look. He explained the circumstances surrounding his leak. He expressed a wish that he had received better warning and instructions on how to detect leaks in the homeowners' water system.

He also requested that the bill for his summer billings be cut in half. He expressed the opinion that since he never had received a blue door hanger, that the door hanger he did receive was hung on his fence, and that he didn't receive adequate instructions for detecting a leak himself, it would be appropriate for him to receive an adjustment.

Frentress stated that the Board has no specific information regarding the leak so it is difficult for the Board is at a disadvantage on how to deal with the leak adjustment.

Thomas stated that the ideas represented on his form are generally a good idea and that Staff will definitely look into revising the form based on his ideas. Thomas stated that the policy regarding the particular leak adjustment was implemented as approved by the Board.

Frentress stated that if the Board makes an exception in Mr. Hastings leak adjustment that it would create problems down the road with other customers in similar circumstances. The Board expressed their appreciation for his efforts.

### **3. FLAG SALUTE**

### **4. PUBLIC COMMENT**

### **5. CONSENT CALENDAR**

Roskey pulled Agenda Item 5.4, Assistance Programs, for individual consideration.

A motion to approve the consent calendar consisting of the items listed below was made by Anspach and seconded by Blake. Motion carried unanimously.

#### 5.1 Approval of Meeting Minutes of:

5.1.1 August 11, 2010

5.1.2 August 25, 2010

5.1.3 August 26, 2010

#### 5.2 Approval of Expense Report for August 2010

#### 5.3 Approval of Pay Estimates to GSI Water Solutions:

5.3.1 #40 for Work Related to ASR

5.3.2 #16 to for Work Related to Water Right Transfers

#### 5.5 Adoption of Resolution 2010-08, Personnel Communication and Computer Use Policy Amendments

### **5.4 Assistance Programs**

5.4.1 Adoption of Resolution 2010-09, Low Income Financial Assistance Program

5.4.2 Adoption of Resolution 2010-10, Financial Crisis Assistance Program

Roskey stated that the final sections regarding penalties on the two policies don't match.

Rigutto stated that the final wording should reflect that penalties are "not limited to" repayment of benefits accrued to the participant.

Blake reiterated his opposition to the entire concept based on the fact that the rate payers receive very limited benefit from the programs and that it is difficult to justify granting waivers to some ratepayers and not others when Sunrise has been raising rates. Roskey agreed on the principle that Blake stated and added that it seems like it would be labor intensive to track and monitor the program. Blake mentioned that Staff

is also authorized to make payment arrangements with individuals on a case by case basis already, so the program is somewhat redundant.

Thomas stated that it may be a minimal amount to us, but that it is targeted to a specific type of person for a limited duration. Staff has also expressed that this will be tested for six months and will come back to the Board with a report on how the programs have worked and how many people are taking advantage of them.

Frentress expressed the opinion that it is in keeping with what other utilities are doing and that he is in favor of at least making a gesture towards providing assistance to customers in difficult circumstances, although he understands Blake and Roskey's positions.

A motion to adopt the Low Income Financial and Financial Crisis Assistance Programs under Agenda Item 5.4 and adopt resolutions 2010-09 and 2010-10 as modified was made by Grycko and seconded by Anspach. Motion failed for lack of a majority with Frentress, Grycko and Anspach voting in favor of the motion and Garbarino, Roskey, and Blake voting in opposition.

Frentress stated that since it was a tie vote, it was suggested that the item be brought back when a full board is in attendance at a meeting.

## **6. DISCUSSION**

### **6.1 American Tower Leases**

Rigutto commented that Sunrise has received offers in the past from American Tower to purchase the footprints for their towers at various locations currently on lease from Sunrise. Rigutto presented information regarding the current lease rates and the offered purchase price. The information compared the offer of \$525,000 to the lease revenue and revenue sharing that would be generated over the next 25 years, which would be about \$900,000.

A motion to reject the offer from American Tower for the purchase of the cell tower footprints was made by Blake and seconded by Roskey. Motion carried unanimously.

## **7. BUSINESS FROM THE BOARD**

### **7.1 Calendar of Meetings**

Thomas commented that the meeting of the Commission tomorrow night will include a presentation by the Clackamas River Water Providers on the watershed project and he suggests that the Board attend if possible, or that it can be scheduled for a presentation at a Sunrise meeting. The Board determined that it would be better to schedule the presentation for a later Sunrise meeting as several Board members would not be available to attend the NCCWC meeting.

### **7.2 Liaison Reports**

Blake stated that Anderson attended the C-4 retreat and can report on that.

Blake reported that the Oak Lodge Board is moving along on the building remodel.

### **7.3 Future Agenda Items**

Members of the Board suggested that the following items would appear on future Board agendas:

Assistance programs  
Leak adjustment calculation and formula

## **8. BUSINESS FROM THE MANAGER**

### **8.1 Financial Reports**

A motion to approve the financial reports as submitted was made by Grycko and seconded by Anspach. Motion carried unanimously.

### **8.2 Cash Flow Report**

### **8.3 IGA with Damascus**

Thomas stated that the Council chose to postpone any action on the IGA for a minimum of six months. He commented that there is the potential for a longer delay based on potential changes in the City Council after the election.

### **8.4 Temporary SDC Reduction Discussion**

Anderson stated that Jason Tuck will take this issue back to the City Council. There is no action at the Staff level, so if this item is to gain traction it will have to be moved forward at the political level.

## **9. MONTHLY REPORTS**

### **9.1 Operational Reports**

### **9.2 Engineering and Construction Reports**

## **10. INFORMATIONAL ITEMS**

Thomas stated that Hathorn will be available to begin work on October 11<sup>th</sup>. Thomas stated that the Board and Thomas will need to discuss how the current contract will be handled.

Grycko asked how the CRW talks were coming along. Thomas stated that the staff had met today to discuss operational and engineering issues. Some reports will be forthcoming from Staff and the group of 8 will be called together soon.

## **11. EXECUTIVE SESSION**

Entered executive session at 6:51 pm.

AN EXECUTIVE SESSION OF THE SUNRISE WATER AUTHORITY BOARD OF COMMISSIONERS to be held per ORS 192.660 (2)(e), To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Left executive session at 6:58 pm

Motion to adjourn by Grycko and seconded by Anspach. Motion carried unanimously.

Meeting adjourned at 6:59 PM.

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ROBERT FRENTRESS, CHAIR

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JEANNE ANSPACH, SECRETARY