



22500 Salamo Rd.
West Linn OR 97068
www.westlinnoregon.gov

**Utility Advisory Board
Summary Notes
January 20, 2010**

Members Present: Chairperson John Goodrich; Vice-Chairperson Alice Richmond;
Edward Keonjian; Ray Kindley; Michael Monical; William Bennett

Guest: Councilor Jody Carson

Staff: Jim Whynot, Water Operations Supervisor

1. Call to order and introductions

Chairperson Goodrich called the meeting to order at 6:04 pm and introductions were made around the table.

2. Approve December 16, 2009 Summary Notes.

Monical motioned to approve the December minutes, Richmond seconded, the motion passed unanimously.

3. Annual Report Discussion

Chairperson Goodrich distributed Monical's comments from the draft annual report and discussed the following additions and corrections. Corrections and additions will be made by staff and final version will be delivered to City Administration.

Nominations

Chairperson Goodrich asked for recommendations for taking nominations of Chairperson and Co-Chairperson.

- Kindley nominated Goodrich for Chairperson, Monical seconded. Nomination passed unanimously.
- Kindley nominated Richmond for Co-chairperson, Monical seconded. Nomination passed unanimously.

New Business

Monical discussed the Tools for Success in the coming year and requested an Action Plan.

1. Letter out to Neighborhood Associations expressing the boards' willingness to meet with the group. Monical will achieve a list of Neighborhood Associations, time and date they meet. It was mentioned this could be obtained by the City's website or to ask the City Recorder.

2. Approaching the Council requesting the expansion and formalization of the roles, responsibilities and mission of the Utility Advisory Board. Councilor Carson suggested sending the 2009 Annual Report to the Council with a note mentioning the UAB is looking at having the role of the UAB expanded and to ask if there are any concerns or questions from the Council.
3. Monical asked who the representative was from UAB regarding the Wastewater Treatment district. Councilor Carson mentioned a decision has not been made as to who will be representing the City. City Manager Jordan is our temporary representative.
4. Chairperson Goodrich asked about the status of the Water Rate Study. Carson mentioned that the Council has seen the initial presentation and gave feedback and some direction on looking at a phased-in process for the tiered rate. The Council should be seeing the final version with recommendations, possibly in February. Discussion continued regarding educating the citizens on the water rate increase and the tiered rate. Goodrich mentioned UAB's support and will do whatever is needed to help.
5. Councilor Carson mentioned the South Fork Water Board is finalizing the Capital Improvement Plan and we should see the report within a couple of months. This report looks at what will be done (infrastructure) in five years and in 20 years.

Richmond welcomed new members. Councilor Carson mentioned that the applicants will be officially appointed at the City Council meeting of January 25, 2010.

Members thanked Councilor Carson for attending the UAB meeting. Councilor Carson plans on attending more meetings.

Adjournment

Monical motioned to adjourn, Kindley seconded, the motion passed unanimously. The meeting was adjourned at 6:40 pm.