



22500 Salamo Rd.  
West Linn OR 97068  
[www.westlinnoregon.gov](http://www.westlinnoregon.gov)

---

**Utility Advisory Board  
Summary Notes  
December 16, 2009**

---

**Members Present:** Chairperson John Goodrich; Vice-Chairperson Alice Richmond; Gretchen Katko; Edward Keonjian; Ray Kindley; Michael Monical

**Members Absent:** William Bennett

**Staff:** Jim Whynot, Water Operations Supervisor

**1. Call to order and introductions**

Chairperson Goodrich called the meeting to order at 6:05 pm and introductions were made around the table.

**2. Approve December 16, 2009 Summary Notes.**

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

**3. Annual Report Discussion**

Chairperson Goodrich summarized the process of preparing an annual report. The Annual Report should be submitted to Administration by January 31, 2010. Council will review the written reports. Accomplishments and goals discussed were:

- Provided recommendations regarding the Water Rate Study
- Serving on the Tri-Cities Advisory Board Committee
- Serving on the South Fork Water Board
- Reviewed and provided comments to the staff regarding Capital Improvement or Capital Maintenance Projects
- More involvement with the community and City Council
- Continue advisory role on issues relating to Tri-Cities Advisory Board
- Members schedule time to meet with neighborhood associations

Chairperson Goodrich will draft an outline on the accomplishments and goals mentioned at this meeting. Staff will email the draft to the members for review and request all comments, additions or corrections made to the annual report be finalized at the next meeting in January.

**4. Adjournment**

Chairperson Goodrich motioned to adjourn, Vice Chairperson Richmond seconded, the motion passed unanimously. The meeting was adjourned at 6:50 pm.