



22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

UTILITY ADVISORY BOARD MEETING

Summary Notes

Tuesday, November 14th, 2023

6:00 p.m. – Hybrid Meeting

A Utility Advisory Board (UAB) is hereby established. The Utility Advisory Board shall make recommendations to the City Council concerning rates for water. These recommendations shall pertain to those legislative matters to be decided by the City Council concerning or affecting rates, such as master facility plans and service levels as they relate to rates.

Members Present: Jocelyn Pease, Anthony Lairson, Thane Landis, Jon Miller, Dean Wood, Jeff Stallard

Members Absent: Janice Olsen

Staff/City Representatives Present: Erich Lais, Clark Ide, Lauren Breithaupt, Carol Bryck – City Council

Guests Present:

1. Call to Order and Introductions

Called to order by Jocelyn Pease

2. Approval of Summary Notes from September 2023

Make corrections to the spelling of Jocelyn's name. Moved to approve by Dean, seconded by Anthony. Unanimously approved.

3. Business:

a) General Water Fund Update from Finance

Finance Director – Lauren Breithaupt spoke the Board and gave a general water fund update. Finance plans on coming back to the UAB in April/May 2024 with an updated forecast and Environmental Services forecast. The question was also raised if the Utility Advisory Board should have Environmental Services under their purview. Carol Bryck – City Council Representative will inquire with City Council and report back to the Board.

b) 2024 Water Rate Discussion and Recommendation

The Board discussed what the outlook is for the water fund and discussed recommendations to City Council. Jocelyn made a motion to recommend to City Council a 5% rate increase. Jeff seconded the motion. Unanimously approved.

4. Capital Project Update

Staff gave a brief update. Staff said one project was sent out for bid. Staff is also finalizing the water main replacements list for the next year and should have it to share at the next meeting.

5. Board Discussion/Announcements

Jocelyn asked the Board for suggestions of things they would like to highlight in the Annual Report to Council.

There will also be vacancies on the Board soon.

Jocelyn also would like to look at streamlining the meetings, getting documents to the Board a week before the meeting so there is time to review. Scheduling to make sure there is a quorum for each meeting.

6. Public Comments

None

7. Adjournment

Moved to adjourn by Anthony, seconded by Jocelyn. Adjourned