



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

# UTILITY ADVISORY BOARD MEETING

## Summary Notes

Tuesday, March 12<sup>th</sup>, 2024

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.

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**Members Present:** Thane Landis, Jon Miller, Beau Genot, Dean Wood, Jeff Stallard

**Members Absent:** Janice Olsen

**Staff/City Representatives Present:** Erich Lais, Laure Breithaupt, Matt Kaatz

**Guests Present:** Brian Ginter - Consor

### 1. Call to Order and Introductions

Called to order by Dean Wood

### 2. Approval of Summary Notes from November 2023

Summary noters were not available; however, the audio is available online.  
Approval was deferred.

### 3. Business:

#### a) Election of Chair and Vice Chair

Dean Wood nominated Jeff Stallard for Chair; Beau Genot seconded. Approved.  
Jon Miller nominated Dean Wood as Vice Chair; Jeff Stallard seconded. Approved.

#### b) Environmental Services Fund Update from Finance

Staff provided the Board with a 20-year Environmental Services Fund update. The Board has historically only reviewed the General Water Fund but moving forward will make recommendations on the Environmental Services Fund increases. Dean made a motion that the UAB recommend a 5% rate increase on the Sewer and Storm Drain base fees. Jeff seconded the motion. Motion

passed. Jeff requests to have a look further out on the fund be provided by staff.

**4. Capital Project Update**

- a) Brian Ginter with Consor gave a presentation of the water system master plan to the Board. The consultant will gather more information from Staff and provide the Board with a draft copy of the plan for review and comment. The Board asked about asset management software to help manage as well.

**5. Board Discussion/Announcements**

None.

**6. Public Comments**

None

**7. Adjournment**

Moved to adjourn by Jon, seconded by Dean. Adjourned

DRAFT