OAK LODGE WATER SERVICES
BOARD OF DIRECTORS
PUBLIC MEETING MINUTES
MAY 12, 2026 AT 4:00 PM

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1. Call to Order

Chair Williams called the meeting to order at 4:00 PM.

2. Call for Public Comment

There were no comments.

3. Consent Agenda

   a. March 2026 Financial Report

   b. Approval of April 14, 2026 Board Meeting Minutes

Director Van Loo moved to approve the Consent Agenda. Director Keil seconded. Elaine Murray conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

4. Items for Presentation

   a. Quarterly Capital Report

Public Works Director Janicke presented the quarterly report on capital improvement projects, highlighting:

- waterline replacement projects,
- AWIA Risk & Resiliency updates,
- water master plan update,
- the aeration blower replacement and tertiary at the wastewater plant, and

- lift station rehabs.

The board provided comments and asked clarifying questions regarding:

- grant funding,
- discoveries from smoke testing for I&I,
- timeline and if on time, and
- variance on wastewater cost.

5. Items for Consideration

   a. Consideration of Resolution 2026-047 Adopting the Fiscal Year 2026-2027 OLWS Budget

      i) Public Hearing: FY 2027 Approved Budget

Finance Director Wilson presented the Fiscal Year 2026-2027 OLWS Budget, highlighting:

- change to the organization chart,
- budget for materials & services was reduced,
- increase in wastewater for the revenue bond debt service,
- additional capital improvement plan pages added in, and
- a clerical error correction.

The board provided comments and asked clarifying questions regarding the additional revenue for the wastewater debt service,

Chair Williams stated the purpose and opened the public hearing at 4:22 pm.

There were no comments.

Chair Williams closed the public hearing at 4:23 pm.

Director Gornick moved to approve Resolution No. 2026-0047* adopting the fiscal year 2026-27 Approved Budget and make appropriations. Director Van Loo seconded. Elaine Murray conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

6. Business from the Board

*Attached is the Appendix for the budget resolution that was later filed.

The board discussed that the Oak Grove Community Council would like to hear from staff about tertiary treatment.

Kevin Williams provided a verbal report from the Jennings Lodge CPO.

7. Department Reports

   a. Administration

   b. Finance

   c. Public Works

   d. Plant Operations

The Management Team provided highlights from their written reports, including:

- introducing the new District Recorder, Michele Diaz
- the Schedule of Rates public hearing is on June 9th at 4pm,
- FY 24 financial audit,
- the accounts receivable overview,
- decrease in delinquent accounts and shut-offs,
- the financial assistance programs,
- water main and valve repairs, and
- pump installation at lift station 3.

The board provided comments and asked clarifying questions regarding:

- cause of a decrease in delinquent accounts,
- segregating system development charges,
- worker's comp expenses,
- gate valves in the system,
- bio solid hauling, and
- explanation of cottage clusters.

8. Other Items

There were none.

9. Adjourn Meeting

Chair Williams adjourned the meeting at 4:49 PM.

Appropriation Resolution - Schedule A

Administrative Services Fund					
Personal Services	$	3,084,450			
Material & Services		2,482,865			
Contingency		560,232			
			Total	$	6,127,547
Unnappropriated Fund Balance	$	184,244			
Drinking Water Fund					
Personal Services	$	1,258,000			
Material & Services		2,031,625			
Debt Service		-			
Transfers		4,828,000			
Contingency		766,544			
			Total	$	8,884,169
Wastewater Reclamation					
Personal Services	$	2,268,000			
Material & Services		1,545,650			
Transfers		11,248,605			
Contingency		953,415			
			Total	$	16,015,670
Unnappropriated Fund Balance	$	637,052			
Watershed Protection					
Personal Services	$	205,000			
Material & Services		240,600			
Transfers		1,660,000			
Contingency		110,900			
			Total	$	2,216,500
Unnappropriated Fund Balance	$	549,085			
Wastewater Revenue Bond Debt Service					
Debt Service	$	3,391,035			
			Total	$	3,391,035
Reserve For Future	$	1,040,441			
Drinking Water Capital Fund					
Capital Outlay	$	4,761,000			
Contingency		500,000			
			Total	$	5,261,000
Reserve For Future	$	4,949,215			
Wastewater Reclamation Capital Fund					
Capital Outlay	$	14,934,000			
Contingency		1,493,400			
			Total	$	16,427,400
Reserve For Future	$	1,478,388			
Watershed Protection Capital Fund					
Capital Outlay	$	300,000			
Contingency		50,000			
			Total	$	350,000
Reserve For Future	$	3,129,390			

Total Appropriations (All Funds)	**$**	**58,673,321**
Total Unappropriated and Reserve Amounts (All Funds)	**$**	**11,967,815**
Total Adopted Budget	**$**	**70,641,136**