



**OAK LODGE WATER SERVICES  
BOARD OF DIRECTORS  
PUBLIC MEETING MINUTES  
JUNE 9, 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

Chair Williams noted written public comment will be entered into the public record.

3. Consent Agenda

- a. April 2026 Financial Report
- b. Approval of May 12, 2026 Board Meeting Minutes

Director Van Loo moved to approve the consent agenda. Treasurer Gornick seconded. District Recorder Diaz conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

4. Items for Consideration

- a. Consideration of Resolution No. 2026-0048 Adopting Fiscal Year 2027 Schedule of Rates, Fees, and Other Charges

General Manager Albert presented on OLWS revenues, expenditures, capital outlay, outside funding and rates that informed the FY 2026-27 budget.

- i) Public Hearing: FY 2027 Schedule of Rates, Fees, and Other Charges

Chair Williams stated the purpose and opened the public hearing at 4:05 pm.

Craig Van Valkenburg provided comment regarding capital improvements and rate

increases.

Director Keil recommended future public outreach efforts.

Chair Williams closed the public hearing at 4:52pm.

Treasurer Gornick moved to approve Resolution 2025-0048 adopting Fiscal Year 2027 Schedule of Rates, Fees, and Other Charges to be effective July 1, 2026. Director Van Loo seconded. District Recorder Diaz 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.

- b. Consideration of Contract with Jesse Rodriguez Construction LLC for the Construction of the LS 2 Basin I&I Reduction Program Phase 1 Project

Assistant District Engineer Prentice overviewed the bidding selection process for the project.

The board provided comments and asked clarifying questions regarding:

- The project history and main location of Jesse Rodriguez Construction LLC.
- The method OLWS uses to advertise bids.
- Locations of subbasins at the North end of the District.

Director Keil moved to approve the General Manager to sign a Public Improvement Contract with Jesse Rodriguez Construction LLC for the construction of Phase 1 of Lift Station 2 I&I Reduction Program Project for \$1,427,015.00, and an additional contingency amount of \$142,000.00 as a reserve to be used only for unforeseen alterations or changes to the project that exceeds the contract amount. Vice Chair Bullock seconded. District Recorder Michele Diaz 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.

- c. Resolution No. 2026-0049 Authorizing Transfers of Budgeted Amounts Between Categories of Various Funds of the Oak Lodge Water Services Adopted Budget, Making Appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2026.

Finance Director Wilson provided context on appropriations requested in this Resolution, including:

- Staff overtime costs as a result of responding to after-hours emergencies

- Additional inventory parts needed to respond to emergency main breaks
- Administrative material and service expenditures

Director Van Loo asked clarifying questions regarding the gradual increase in the previous credit card processor's fees.

Finance Director Wilson noted there was a scrivener's error on page 2 of the Resolution reflecting the incorrect date that has been corrected on the version of the Resolution held by the District Recorder.

Treasurer Gornick moved to approve Resolution No. 2026-0049 Authorizing Transfers of Budgeted Amounts Between Categories of Various Funds of the Oak Lodge Water Services Adopted Budget, Making Appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2026. Director Van Loo seconded. District Recorder Diaz conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None

#### 5. Business from the Board

Director Keil provided a verbal report on the Oak Grove Community Council meeting, which hosted presentations from Clackamas Arts Alliance and Clackamas Parks.

Chair Williams provided a verbal report on the Regional Water Providers Consortium meeting and local water conservation and outreach efforts in the community. Vice Chair Bullock will be serving as a representative on the Executive Committee.

The Board recessed at 5:10pm and reconvened at 5:15pm.

#### 6. Department Reports

- a. Administration
- b. Finance
- c. Public Works
- d. Plant Operations

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

- The completion of the FY24 and start of the FY25 audits.
- Attendance of the Oak Grove Festival.
- The Utility Rate Relief Program and fee structuring.

- NPDES permit sampling requirements.
- AWIA Risk and Resilience Assessment and Emergency Response Plan.

Public Works Director Janicke asked if the Emergency Response Plan needs to come before the board to review non-substantive changes in Executive Session next month. The board stated no, unless significant updates are found to be necessary.

The board provided comments and asked clarifying questions regarding:

- The impact of drought conditions on revenue and budgeting.
- Non-revenue water expenditures.
- Stormwater facility outreach efforts.

## 7. Other Items

The Board opened the floor for Public Comment an additional time. There were no comments.

## 8. Adjourn Meeting

Chair Williams adjourned the meeting at 5:32 PM

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