

**SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting
April 13, 2017**

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7 Call Regular

8 Board Meeting: Board President John Garcia called the regular board meeting to order at 4:04 p.m.,
9 Thursday, April 13, 2017.

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11 Present: John Garcia, Board President; Rob Mills, Member; Saundra Mies-Grantham, Member.
12 Staff: Adam Denlinger, General Manager; Joy S King, Office Manager. See sign in sheet
13 for public attendance.

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15 Excused Absences: Karen Otta, Glen Morris

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17 Announcements: It was announced that Garry Helms who was a member of the Budget Committee for
18 several years passed away.

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20 Public Comments: None

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22 Agenda Calendar: Items on the consent calendar are Invoice Lists for March/April 2017; minutes of the
23 March 9, 2017 regular board meeting and March 28 Special Board Meeting; March/April
24 2017 Financial Report/Invoices to approve; USDA Phase 3- Project Monitoring Report No.
25 18; General Manager's Report. Rob Mills motioned to approve the consent calendar.
26 Motion Seconded by Saundra Mies-Grantham. Motion carried 3-0.

27 Discussion and
28 Information Item:

29 Chase Park Grants: Tia Cavender, President and Owner of Chase Park Grants did a presentation for the
30 Board to introduce herself, her business and the services they offer. Chase Park Grants is
31 based in Denver, Colorado but has clients on the Oregon Coast. The City of Newport is
32 their client receiving grants consulting services for the last 5 years. The City of Newport
33 has yielded a 6:1 rate of return for grants services.
34 Chase Park Grants objective is to help other agencies in the region obtain grant funding
35 for capital improvements. They will research the availability of grants and match that with
36 the illegibility of the agency and will help the agency diversify funding for project from
37 other funding sources and not just from revenue. They will also help identify when to pull
38 the plug if the process will cost more than the amount of the grant. Their services also
39 include eligibility determination, competitiveness assessments, technical assistance,
40 technical memos, analysis reports, monthly status report, funder cultivation strategy and
41 capacity building for board and staff. The cost of membership is divided into 3 levels which
42 are Basic for \$6,000/month, Enhanced \$8,200 and Premium \$10,000/month. The cost for
43 the services included in the scope submitted is \$8,200 a month or \$98,400/year. The rate
44 of return will be seen in 18 months. Tia Cavender mentioned that the State of Oregon
45 Water Resources Department has a new grant program known as SB 839 and will have
46 \$39 million in grants available next year. She would be able to help the District understand
47 it and how to qualify for it. The board will continue to discuss this in the May 11 board
48 meeting.

49 Bond Counsel
50 Services:

The GM is putting together an RFQ/RFP to solicit bond counsel services for the upcoming financing that the district will take out to fund the Beaver Creek Source Water Project-Phase IV. A draft copy will be available at the May 11 board meeting for the board's review and input.

54 Mid-Coast Watershed
55 Council:

The Mid-Coast Watershed Council is applying for a loan from OWEB to rehabilitate an area upstream of the district's planned Beaver Creek intake location and asking for the district's support of their project. The stream corridor is critically lacking in native riparian vegetation, and mostly dominated by a vast monoculture of Reed Canary Grass. This project includes planting 20 acres of native plants, placing large wood and installing beaver dam foundation to help limit factors of elevated summer temperatures and low dissolved oxygen. Support for this project could be in cash, in kind, and a letter of support. It was the consensus of the board to support the goal of this project. The district is already monitoring the water temperature of Beaver Creek and sharing that data could be considered as contribution in kind. Supporting the project is also a good community

65 outreach. Sandra Mies-Grantham motioned to support the Mid-Coast Watershed Council
66 on their effort to rehabilitate the area located upstream of the District's plant intake
67 location by writing a letter of support and share the monitoring data collected from Beaver
68 Creek. Rob Mills seconded the motion. Motion carried 3-0.

69 Execute Closing
70 Documents: The Line of Credit with Key Bank will mature on April 20. Cashmere Valley Bank will carry
71 out the long-term loan and closing was originally scheduled for April 17 but the Tax
72 Certificate needs to be signed by the City of Toledo. Their City attorney who needs to
73 review the document before the City Manager signs it, is out of the country for military
74 duty and will be back on April 17. The closing date has been changed for April 19. John
75 Garcia signed the following documents as authorized by Resolution No. 0317-02:
76 Non-Revolving Credit Facility and Financing Agreement; Internal Revenue Service Form
77 8038-G; Draw Certificate No. 1; Transcript Certification, General Certificate, Receipts for
78 Proceeds of Draw No. 1; and Tax Certificate and Agreement. All the executed documents
79 will be mailed out via overnight delivery to the bond counsel's office.

80 Reports, Comments,
81 and Correspondence: The Board of Commissioners reviewed and discussed the email dated April 6 from Ande
82 Hollander to petition the board for an adjustment on her bill. The house is a vacation rental
83 and had high water usage for the Jan/Feb bill. The original leak adjustment request was
84 rejected by office staff because the owner didn't find a fixable leak. It was discussed that
85 the meter registered a normal reading the month before the high usage occurred and a
86 normal reading the month after the high usage occurred. The meter would only register
87 when water goes through it. It was the consensus of the board to deny the leak
88 adjustment request because it doesn't meet the criteria set in the Leak Adjustment Policy.

89 SRWD 2017/18
90 Proposed Budget: The proposed budget for FY 2017-18 documents were distributed to the board in
91 preparation for a Budget Committee Meeting scheduled for April 20, 2017. It will also be
92 distributed to the appointed members of the Budget Committee. Copies are available in
93 the office for the public.

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95 Solar Eclipse: There will be a total solar eclipse on August 21 that will start on the Oregon Coast
96 crossing the United States to the coast of South Carolina. On the Oregon coast the total
97 eclipse will be visible from Waldport to Pacific City. The coast is expecting over 100,000
98 visitors to witness the event and heavy traffic on the highway. The District needs to
99 develop strategies to access its water system in the case of a line break.

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101 Executive Session: None

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103 Next Board Meeting: April 20, 2017 at 6:00 p.m. Budget Committee Meeting. May 11, 2017 at 4 p.m. Regular
104 Board Meeting.

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106 Adjournment: Motioned by Sandra Mies-Grantham to adjourn the meeting. John Garcia adjourned the
107 meeting at 5:50 p.m.

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Approved by Secretary _____ Date _____