

**WEST SLOPE WATER DISTRICT**  
**Regular Board of Commissioners Meeting**  
**January 19, 2022**  
**Meeting Summary**

**CALL TO ORDER**

Present on Virtual Meeting: Chair Andy Smith, Commissioners Ramesh Krishnamurthy, Susan Meamber, Paul Schuler, and Carol Wild

Management Staff: Michael Grimm, General Manager

Absent: Lucy Dawes, District Finance & Customer Service Manager

Public: No members of the public were present

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**1.0 – CALL TO ORDER**

Chair Smith called to order the regular meeting of the West Slope Water District Board of Commissioners at 5:01 P.M., Wednesday, January 19, 2022. The meeting was held through Zoom remote teleconferencing technology. The public was made aware of the meeting through the District’s website (the meeting agenda and Zoom meeting link were posted on the website).

**2.0 - PUBLIC COMMENTS/COMMUNICATIONS**

No public comment was received prior to the meeting, and no members of the public attended the meeting with public comment to share with the Board.

**3.0 – CONSENT AGENDA**

Commissioner Krishnamurthy made a motion to accept the Consent Agenda. Commissioner Wild seconded the motion, and the motion passed unanimously.

**4.0 – DISTRICT ACTIVITIES**

**4.1 – General Managers Report**

Mr. Grimm highlighted several areas in the General Managers report. Mr. Grimm mentioned the District had been seeing higher than normal water demand since the end of December. The operations team has been working diligently for weeks trying to determine if there were a water main break somewhere, but it turned out there were several customers with large service line breaks on the customer side of the meter. The effort put forward by the operations team to walk lines through easements and scrutinize the area streets for water loss was awesome.

Mr. Grimm shared the work under Phase 3 of the FCS contract is resuming this month as FCS starts building the new rate model. Mr. Grimm stated AKS delivered the 90% plans with an adjusted water main alignment in the center turning lane on Beaverton-Hillsdale Highway. AKS

has been hearing from construction contractors and the District has been hearing from suppliers that lead times to purchase and have delivered certain construction items like pipe fittings and hydrants are as long as six months. The District is working with AKS on ways to mitigate the adverse impacts of such delays. Mr. Grimm also shared the District continues to work with Portland on tasks to complete regarding Portland's lead action level exceedance. The District has begun work on a lead education brochure, and the City of Portland directly mailed a separate multi-lingual lead information mailer to multi-family homes in the West Slope

Mr. Grimm provided a short demonstration of the Fracta asset management GIS dashboard map for the Board showing the distribution network as a function of high to low-risk priority. He pointed out where the District has historic main breaks as shown on the map with colored dots.

Mr. Grimm also shared the latest version of the District's newsletter to be mailed to all customers highlighting the District's work on meter and meter vault maintenance.

Commissioner Krishnamurthy asked about the need and the funding source for the Fracta asset management inventory platform. Mr. Grimm stated the District has never had an asset management program, but Fracta was able to build a new asset inventory platform based on hydraulic model/map data recently updated by Murraysmith. Going forward, this data (when completed) will be valuable to assess asset total risk to prioritize pipe replacement projects based on total risk. Additional information yet to be added in the Fracta algorithm includes consequence of failure assessment based on the customer needs, physical inspections, and projects by others (such as a County paving project). We anticipate being able to add pipe condition asset information and photos of pipe conditions to this platform. Commissioner Wild expressed excitement over having this digital platform over the paper records the District has historically used and asked if there were any timeframes associated with very high priority pipes vs. the high priority pipes (such as are very high priority pipes assets that need to be replaced within 5 years?). Mr. Grimm stated Fracta does not exactly characterize the risk levels in terms of timelines but rather the likelihood that very high priority assets are more likely to fail before high priority assets. Fracta has a planned demonstration in the near future for staff where staff can ask questions related to how Fracta makes their determinations and what elements are used in their algorithm. Commissioner Wild asked how did the total risk assessment from Fracta correlate with what the District has planned as CIP projects in the last few years. Mr. Grimm used the dashboard to show where some of the high risk areas are matched up to our current CIPs while other high risk assets were in areas that were not considered as high risk by the District. Commissioner Schuler commented that the answer to all total risk factors is not always going to be replace pipe ... that there could be other options available. Chair Smith asked if demographics (such as multi-family housing) would be factored into the Fracta algorithm model. Mr. Grimm replied demographics would be included in the Fracta determination of consequence of failure. Exactly how those demographics will be quantified into the model is something only Fracta knows, but it will be up to the District to furnish Fracta that data. Commissioner Krishnamurthy requested that staff continue to follow up on this project with a timeline for the project to be completed and occasionally come back to the Board with additional demonstrations as more progress is made.

#### 4.2 – Budget Adoption Process

Mr. Grimm asked the Board to consider appointing a Budget Officer for this year's Budget Adoption Process. Commissioner Wild made a motion to appoint Lucy Dawes as the Budget Officer and the motion was seconded by Commissioner Schuler.

Mr. Grimm highlighted some of the preliminary budget concepts that will be included in the FYE 2023 budget:

- District employee salary adjustments: The cost of living index used for district employee salaries (CPI-U Pacific) is likely to be slightly greater than 7% for 2021 (established January 2022)
- Purchase of additional Mueller brand water meters to replace old manual read meters and the drive-by Master brand meters (Master meters are the meters that are failing before their useful life).
- Purchase of video/audio equipment to hold in-person public meetings at the District office that can also be streamed for virtual attendance.
- Contract with on-demand translation services for key District documents or messaging.
- The Beaverton-Hillsdale Hwy water main project will likely not be completed in this fiscal year due to the delays. What isn't completed by June 20, 2022 will need to be carried into the next fiscal year.
- Conduct an engineering "back-bone" resiliency study of the key major distribution mains that are not earthquake resilient and what it will cost to establish resiliency to those assets
- Determination of wholesale water rates to Portland for the FYE 2023 year and an estimate of the following 4-7 years
- Establish a cost of service model to maintain an emergency supply service connection with Tualatin Valley Water District.

Commissioner Krishnamurthy asked if there are other cost of living models (indices) that are used by other utilities. Mr. Grimm responded that he is aware other utilities use the same index while some use a blend of indices and others just make up their own rate without the aid of an index. The CPI-U Pacific has been the index that appears to be the most representative of this geographic area. Commissioner Wild asked if there was an index that represented Seattle or Portland and wondered if this index was that or used to be associated with either areas. Mr. Grimm stated the CPI-U Pacific is supposed to represent the smaller urban areas (not Portland or Seattle) in the Pacific region, but he would gather more information for the Board for the February meeting.

Commissioner Krishnamurthy asked if there could be some consideration to local (Oregon or metro area) companies for supplying the video equipment. Chair Smith commented favorably on considering translation services as well as the video equipment for hybrid meetings and posting the video recording of the meeting to the website.

Commissioner Meamber asked if the intertie with TVWD is a mutually beneficial connection. Mr. Grimm stated that based on the size differences between the two Districts and the amount of demand for each, it is not feasible for West Slope to supply much of TVWD's water need whereas TVWD can easily supply West Slope with adequate capacity. Commissioner Meamber asked about the District's current cybersecurity status. Mr. Grimm stated the District's IT functions for the business part of the District are managed by an outside vendor (Securus), and the operations functions (SCADA system) are managed by Portland Engineering and its own outside vendor. AWWA is currently looking at the collaborative development of a cybersecurity protection umbrella managed by the best cybersecurity personnel in the country that utilities could subscribe to with the thought one robust cybersecurity network is preferable to hundreds or individual protection networks as well as where some utilities have no cybersecurity protection. This project is still in the conceptual stage at this point.

**5.0 – COMMISSIONERS COMMUNICATIONS**

Commissioner Krishnamurthy asked if there were any training sessions on the horizon from SDAO. Mr. Grimm stated the SDAO Annual Conference is a virtual only session scheduled for February 10-12, and there is no added cost to the District for the virtual training.

Mr. Grimm mentioned other agenda items for the February meeting would likely include cost of living adjustments for District employee salaries, SDC rate indexing, the performance evaluation of the General Manager, and potentially a discussion of potential events for the District’s 100-year anniversary. Chair Smith suggested a special newsletter could be created to document some of the District’s founding history.

**6.0 – ADJOURNMENT**

There being no further business to discuss, Commissioner Meamber moved to adjourn the meeting. Commissioner Krishnamurthy seconded the motion, and the motion was approved unanimously. Chair Smith adjourned the January 19, 2022 Regular Board of Commissioners meeting at 6:16 PM.

Respectfully Submitted,

Approved:



Michael W. Grimm, P.E.  
Acting Secretary

