WEST SLOPE WATER DISTRICT

Regular Board of Commissioners Meeting & Budget Committee Meeting

Wednesday, July 15, 2026

Meeting Summary

CALL TO ORDER

Present: Chair Chris Eppler, Commissioners Andy Smith, Susan Meamber, Ramesh Krishnamurthy and Paul Schuler

Management Staff: Ken Ackerman, General Manager; Wendy Irwin, Finance Manager

Absent: None

Guest: None

****

1.0 – CALL TO ORDER
Chair Eppler called the meeting of the West Slope Water District Board of Commissioners to order at **5:00 PM** on Wednesday, July 15, 2026. The meeting was held both in person and via Zoom virtual meeting technology. The public was notified of the meeting through the District's website, where the meeting agenda and Zoom link were posted.

2.0 - PUBLIC COMMENTS/COMMUNICATIONS
The District did not receive any public comments regarding agenda items or other matters for Board consideration.

3.0 – CONSENT AGENDA
Commissioner Krishnamurthy asked several questions regarding specific line items in the Monthly Disbursement Report, which Finance Manager Irwin answered.

Commissioner Smith moved to approve the Consent Agenda. Commissioner Krishnamurthy seconded the motion, and it passed unanimously **(5–0).**

4.0 – DISTRICT ACTIVITIES

4.1 – General Manager's Report:

Mr. Ackerman highlighted several key items from the General Manager's Report.

The Reservoir #4 Project continues to advance through the design phase. The design has been modified to eliminate the perimeter access road and partially bury the reservoir, reducing the required setback from the property line. These changes will also reduce the amount of retaining wall construction required.

The District received several sample Requests for Qualifications (RFQs) from other water districts for Owner's Representative services. The Board discussed the services currently included in the engineering design contract compared to those that could be provided under an Owner's Representative contract. The Board agreed to revisit the need for Owner's Representative services after completion of the preliminary design package and the Early Assistance meeting with the City of Portland.

SW Sharon Lane / SW Canyon Drive Water Main Replacement Projects
The District received six proposals from the nine engineering firms invited to submit qualifications. Cost proposals were requested from AKS Engineering, Consor, and Wallis Engineering. Based on the evaluation, Wallis Engineering was selected for the project. Staff are meeting with Wallis later this week to review the proposed contract, which will be presented to the Board for consideration next month.

Mr. Ackerman noted that all three finalists were highly qualified and had significant experience with water main replacement projects, including permitting work within Washington County.

System Mapping

The District is updating its system maps to incorporate water main replacements, leak repairs, and new infrastructure installed since 2021. The District recently received the 2021 AutoCAD mapping files from Consor, which will simplify future updates.

In-N-Out Burger Development
The new water main on SW Laurel Avenue has been installed and is currently undergoing testing. Once the development receives building permits, the contractor will install the domestic and fire services to the new building.

Jesuit High School
The contractor will locate the existing water main over the next few weeks before relocating the pipeline in August. The relocation is required to accommodate the school's building expansion, and the school is responsible for the cost of the relocation.

Oregon Health Authority Sanitary Survey
The Oregon Health Authority will conduct the District's sanitary survey this fall. The survey includes a review of District facilities, operations, procedures, and water quality testing. As part of the previous survey's recommendations, the District will need to update both its Operations and Maintenance Manual and its Emergency Operations Plan over the coming months.

90 Day Progress Report

Mr. Ackerman presented his 90-Day Progress Report to the Board.

He noted that the District has an outstanding staff with an excellent reputation throughout the regional water industry. While this reputation is a significant strength, it also creates the potential for employees to be recruited by neighboring agencies.

Emergency Preparedness
Mr. Ackerman recommended strengthening preparedness for mid-level emergencies by expanding mutual aid partnerships with Tualatin Valley Water District, the Portland Water Bureau, and the City of

Beaverton; ensuring emergency contact information remains current and readily available; and exercising the intertie with TVWD to confirm operational readiness.
The Board expressed support for these recommendations.

In-House Water Main Construction

Mr. Ackerman discussed evaluating whether District crews could install limited sections of water main as part of the ongoing capital replacement program.

Board members expressed several concerns, including staff capacity, maintaining current service levels, the impact on private contractors, and the District's ability to respond to emergencies while crews are assigned to construction projects. Mr. Ackerman stated that staff would develop a detailed implementation plan for Board review before undertaking any in-house construction work.

Reservoir #4 Project Review

Mr. Ackerman recommended reviewing the Reservoir #4 Project after completion of the 30 percent design and the Early Assistance meeting with the City of Portland to evaluate project costs, risks, and overall affordability. While the additional water storage remains an important need, the District must also continue replacing aging water mains to minimize future main breaks.

The Board agreed with the proposed timing of the review and discussed both the potential scope of an Owner's Representative contract and the services already included within the engineering design contract.

Regional Partnerships

Mr. Ackerman discussed opportunities to expand collaboration with Raleigh Water District, beginning with potential billing support and exploring additional partnership opportunities over time.
The Board supported continuing discussions regarding shared billing support and identifying other opportunities for future collaboration.

Six-Month General Manager Performance Review

Mr. Ackerman presented the proposed process for his six-month performance evaluation, which will be conducted by Team HR, LLC through surveys of Board members and District staff.
Board members requested additional information regarding the performance objectives and evaluation criteria and asked that the topic be discussed with Judy Clark during the August Board meeting.

4.2 – Finance Manager's Report

Ms. Irwin reviewed the monthly financial report.

June water sales revenue remains below the Fiscal Year 2026 budget projections. Staff are optimistic that increased summer water usage and higher-tier water consumption will improve revenues during the early months of the new fiscal year.

Ms. Irwin also reported that the District transferred **$1.5 million** from the General Fund to the Capital Improvement Program Reserve Fund, compared with the **$1.7 million** originally budgeted.

Staff will complete an analysis of the financial impacts associated with the transition to tiered water rates in **November 2026**.

5.0 – COMMISSIONERS COMMUNICATIONS

5.1 Report of meeting attended: No meetings attended.

5.2 Other topics to be raised by the Commissioners for Board discussion: None

5.3 Agenda items for future meetings: None

5.4 Meeting evaluation: Rated as a good meeting

7.0 – ADJOURNMENT

There being no further business to discuss, Commissioner Schuler made a motion to adjourn the meeting. Commissioner Smith seconded the motion, and the motion was approved unanimously (5-0).

Chair Eppler adjourned the July 15 2026, meeting of the Board of Commissioners at 5:56 PM.

Respectfully Submitted,

Ken Ackerman, P.E.
Acting Secretary

Approved: