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BOARD OF COMMISSIONERS
REGULAR MEETING
M I N U T E S

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on **Wednesday, September 23, 2026 at 6:00 p.m.,** at Sunrise Water Authority's Administrative Office, 17563 SE Armstrong Ct., Happy Valley, OR 97015, and virtually via Zoom.

Commissioners Present: Chris Hawes, Chair; Kevin Bailey, Secretary; Kevin O'Meara; Andy Coate; Tim Chairet; and Carl Anderson

Commissioners Absent: Gary Barth, Vice Chair

Staff Present: Jamey Pietzold, Executive Director; Cindy Wolff, Administrative Manager; Colin Brownsberger, Finance Director; Wade Hathhorn, Strategic Advisor; Jennifer Sampson, Administrative Specialist; and Adam Couch, Procurement & Facilities Coordinator

Staff Attending Remotely: Leslie Corrales, Accounting Specialist

Visitors Attending Remotely: Sherry French, CRW Board; Paul Gornick, OLWS Board; and Michael Miller, citizen

CALL REGULAR MEETING TO ORDER
Hawes called the regular meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA
Anderson moved to approve the meeting agenda as presented, and Bailey seconded. The motion carried 6-0.

PUBLIC COMMENT – Sampson reported there were two electronic public comments sent in. Pietzold distributed the emailed public comments to the Board and stated that one comment was titled "Inconsistent Meter Readings" from Doug Goebel and is now entered into the public record.

The second public comment was from Josh Pollack who is requesting an adjustment for their water bill. The customer requested Pietzold present this request on their behalf. They are requesting an exemption to Sunrise's policy of allowing no more than two leak adjustments over five years, meaning they are requesting a third leak adjustment in three years and claim it will be their last adjustment request. The customer explained they have a sprinkler system that is set to run late at night so they were unaware they had a leak. The leak has since been repaired. Discussion ensued. Board consensus was to not grant an exemption and have staff follow up with the customer to see if Sunrise can assist with education on sprinkler and backflow testing.

PUBLIC HEARING – Second Reading and Public Hearing on Ordinance 2026-01, Amending Rules and Regulations for Water Service
Hawes opened the public hearing at 6:09 p.m. for the second reading of Ordinance 2026-01, Amending the Rules and Regulations for Water Service. Hawes directed the Executive Director to read the ordinance by title only. There was no public comment. Hawes reconvened the regular meeting at 6:11 p.m.

1. CONSENT AGENDA
Coate moved to approve the consent agenda consisting of the items listed below, and O'Meara

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seconded.

1.1 Approval of August 26, 2026 Board Meeting Minutes
1.2 Adoption of Resolution 2026-09, Designating the Registered Office and Registered Agent

Sampson conducted a roll call vote. The motion carried as follows:

O'Meara – AYE	Hawes – AYE
Anderson – AYE	Bailey – AYE
Coate – AYE	Chairet - AYE

2. DISCUSSION ITEMS

2.1 Adopt Ordinance 2026-01, Amending Rules and Regulations for Water Service

Pietzold read the proposed Ordinance 2026-01 and explained the rule changes were brought about by HB 3505. The proposed amendment establishes separate services for domestic water use and fire standby as the design standard, while allowing the Authority Engineer to approve a combined service when warranted. Anderson moved to adopt Ordinance 2026-01, Amending Rules and Regulations for Water Service, and Coate seconded. Sampson conducted a roll call vote. The motion carried as follows:

O'Meara – AYE	Hawes – AYE
Anderson – AYE	Bailey – AYE
Coate – AYE	Chairet - AYE

2.2 AMR/AMI System Technology Communication Architecture

Pietzold reported approximately 10,000 Sunrise meters are currently set up to read by Automatic Meter Read (drive by) and 8,500 meters are set up for direct manual read by a contracted vendor. Sunrise is preparing a draft scope of services for an Automatic Meter Reading/Advanced Metering Infrastructure (AMR/AMI) request for proposal to modernize Sunrise's metering process and technology. The two main options for future meter read fall under a Fixed-network RF or a Cellular network. There was discussion on the pros and cons of each option. Board consensus was to pursue a Fixed-network RF meter read system.

3. STAFF REPORTS

3.1 Director's Update

Pietzold reported that streamflow is still low despite rain and cooler temperatures in early September. Public messaging to discontinue outdoor water use is ongoing, and with the cooler temperatures demand has dropped slightly. The turning point to see an increase in precipitation and streamflow is historically mid-October. He shared that he met with OWRD on September 14 to discuss potential curtailment if conditions continue to deteriorate, which could include shutting off water for irrigation. Plans for next year include starting the conservation messaging by April to help get ahead of the issue.

Pietzold reported on the Smart Water Distribution Main Leak Detection Pilot Program. Currently Sunrise's unaccounted for water remains in the 5.5%-7.5% range, but this new program involves installing smart acoustic hydrant caps to detect variances in water flow that could indicate a water leak. This would mean leaks would be detected sooner and repaired more efficiently, thereby reducing service disruption for customers. The pilot program will involve a 50-unit fleet of hydrant caps that will rotate quarterly across four zones and will be tracked against clear KPIs for water loss reduction and leak-locating accuracy. If the pilot program is successful, staff recommend doing a full build out of the hydrant caps. The pilot program's estimated initial cost is $80,000.

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Pietzold commented that the joint project on Hwy 212 is moving forward. Sunrise and Clackamas County have finalized the proposed scope of work and an IGA will be executed.

Pietzold noted one staff anniversary: Luis Milera at 3 years. He also shared the FY26 Employee of the Year: Ashley Baker.

Pietzold shared that Sunrise recently had the annual picnic and thanked the Board for attending and their support of the employee engagement committee. The Board thanked Sunrise staff for organizing the picnic.

3.2 Engineering Report

3.3 Construction Report

Pietzold shared that there is now a sidewalk by Pump Station 8, so kids have a new path to use. Bid documentation for the ASR well is pending renewal of a limited license, which is in progress. And the SCADA system renewal will occur in late September or October.

3.4 Operational Report

3.5 Financial Statements

Brownsberger provided financial updates over the last month, including revenue and expenditure tracking; capital expenses; meters sold in August; water sales; cash reserves; and the LGIP interest rate which was 4.0% in August. He noted the Finance department has submitted the annual financial report and received a certificate of achievement in excellence in financial reporting from Government Finance Officers Association.

4. BOARD BUSINESS

4.1 Board Calendar

Sampson distributed an updated Board calendar that included the inaugural Water Professionals Appreciation Week on October 3-11, 2026.

4.2 Meeting Attendance & Liaison Reports

COMMISSIONER	MEETING
Anderson	Oak Lodge.
Bailey	None.
Chairet	CRW in August and September.
Coate	None.
Hawes	Oregon City Business Alliance, North Clackamas Chamber, Boring Water and Sandy City Council.
O'Meara	Happy Valley City Council on September 15 – in person.

4.3 Information Items

4.4 Future Agenda Items

Coate made the following statement: "Pursuant to the requirements of Oregon Government Ethics Law, including ORS 244.120, and guidance issued by the Oregon Government Ethics Commission (OGEC), I hereby declare an actual conflict of interest. My understanding is that the Board will be discussing the potential sale of real property. I have a direct financial interest in a company that has an interest in any final decisions on that matter. Consistent with ORS Chapter 244 and applicable ethics guidance, I will therefore recuse myself and will not participate in any discussion, deliberation,

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or decision regarding that matter. This declaration is made for the purpose of transparency and compliance with Oregon ethics laws."

Coate left the meeting and did not return.

5. EXECUTIVE SESSION

At 7:22 p.m., Hawes recessed the regular session and convened an executive session pursuant to ORS 192.660(2)(e), to consider the potential sale and negotiation of surplus real property located on Armstrong Court.

At 7:56 p.m., Hawes closed the executive session and reconvened the regular session.

6. POST EXECUTIVE SESSION ACTIONS (AS NECESSARY)

6.1 Adoption of Resolution 2026-10, Approving the sale of Armstrong Court Parcel 2 and Authorizing the Executive Director to Execute All Closing Documents

Pietzold shared that agenda item 6.1 was put on the agenda in the event the Board wished to take formal action following the Executive Session. He requested the Board adopt Resolution 2026-10, Approving the Sale of Armstrong Court Parcel 2 and Authorizing the Executive Director to Complete the Closing. Anderson moved to approve Resolution 2026-10, approving the completion of the sale of Armstrong Court Parcel 2 to Interlaken, Inc., or it's assigns, in accordance with the Purchase and Sale Agreement; delegates to the Executive Director the authority to finalize negotiations to complete the transaction, including any amendments to the Purchase and Sale Agreement; and authorizes the Executive Director, in coordination with General Counsel, to finalize and execute all closing documents, attestations, affidavits, and other official documents or instruments; and to take any other actions reasonable necessary for the accurate and timely completion of the real property sale. Bailey seconded. Sampson conducted a roll call vote. The motion carried as follows:

O'Meara – AYE	Bailey – AYE
Anderson – AYE	Chairet – AYE
Hawes – AYE	Coate – Recused/Not present

7. ADJOURN

Hawes adjourned the regular board meeting at 8:00 p.m.

Signed by:
Chris Hawes
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CHRIS HAWES, CHAIR

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KEVIN BAILEY
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KEVIN BAILEY, SECRETARY