

EUGENE WATER & ELECTRIC BOARD
REGULAR SESSION
EWEB BOARD ROOM
JULY 21, 2015 – amended
5:30 P.M.

Commissioners Present: Steve Mital, President; John Simpson, Vice President; John Brown, Dick Helgeson, and James Manning, Commissioners.

Others Present: Roger Gray, Steve Newcomb, Roger Kline, Deborah Hart, Sue Fahey, Susan Eicher, Cathy Gray, Harvey Hall, Adam Rue, Jeannine Parisi, Lance Robertson, Sibyl Geiselman, Adam Rue, Erin Erben, Todd Simmons, Dave Churchman, Brad Taylor, Julie Bivens, Mark Freeman, Tom Williams, Lena Kostopulos, Mike McCann, Joe Harwood, Steve Mangan, Alan Fraser, Will Price, Keith Jeskey, Jason Heuser, Suzanne Adkins, and Taryn Johnson of the EWEB staff; Vicki Maxon, Recorder.

President Mital convened the Regular Session of the Eugene Water & Electric Board (EWEB) at 5:30 p.m.

AGENDA CHECK

Vice President Simpson noted that General Manager Gray will touch on emerging issues facing the utility as part of agenda item #13, Board Wrap-Up and Focus Over the Next 12 Months.

ITEMS FROM BOARD MEMBERS

Commissioner Manning noted that he attended the Skip Collier Electrical Fundamentals 101 seminar last week.

Commissioner Helgeson noted that he, General Manager Gray and Vice President Simpson attended the EWEB picnic last Saturday, which was sponsored by the EWEB Retirees Association and the EWEB Credit Union. He said the turnout of 150-175 was great despite the 100° weather, and he appreciated the efforts of all involved in putting it on.

Vice President Simpson noted that he attended the Cal Young Neighborhood Association meeting with City Councilor Mike Clark and presented an overview of EWEB's riverfront development process. He said the meeting was well-attended.

He also stated that he will brief Commissioner Brown on the McKenzie River Cleanup that he attended, and noted that he took General Manager Gray for a ride in the electric vehicle that designed and developed by Arcimoto, the company he works for.

He also noted that a McKenzie River Valley customer had contacted him (assuming he was EWEB's upriver Board representative) about paying a deposit on his account, and he had referred them to senior management, and apparently all turned out well.

Commissioner Brown noted that he had participated in the annual McKenzie River clean-up, and that there was 1,100 lbs. of trash collected, and that the dumpster was so full it couldn't be taken to the dump. He added that it has been reported that kids underneath the bridge on the east bank of the river have been stealing insulation and then burning it there on a fairly regular basis.

He then noted that he is speaking at LGAC this coming Friday along with the Chamber of Commerce regarding the headquarters site.

He then noted that he and Commissioner Manning are working the EWEB booth at the Lane County Fair this Thursday night between 5:00 and 8:00 p.m.

He then reiterated his past concerns about the continuation of EWEB operations on the lower McKenzie River. He noted that when half the flow is diverted, it's less than three-quarters deep, and that bank vegetation continues to be discussed, yet EWEB is creating the greatest warming effect. He stated that the temperature between Walterville Canal and the river is a 5-7 degree differential, which is huge for the fish, and he added that every river in Oregon except the Santiam has shut down fishing after 2:00 p.m. He reiterated that he hoped EWEB would do something to help Mother Nature because warming is totally unnatural and not helpful for the overall health of the river.

Commissioner Manning added that General Manager Gray spoke at City Club on June 12 and did a great job, and that even though there were opponents of EWEB present who were trying to spark more adversarial content, it didn't turn out that way, and that he is proud of General Manager Gray and proud to support him.

PUBLIC INPUT

There was none.

APPROVAL OF CONSENT CALENDAR

1. a. June 2, 2015 Regular Session
- b. June 2, 2015 Executive Session

CONTRACTS

2. Halvorson Contracting - for the Electric Operations Remodel. \$131,000 Electric Operations. Contact Person is Todd Simmons.

3. H & J Construction, Inc. - for the East 24th Avenue Main Extension West of Hilyard Street Project. \$285,500, Engineering Services. Contact Person is Mel Damewood.

4. Maul Foster & Alongi, Inc. - for Remedial Design Engineering Services. \$420,000, Environmental Services. Contact Person is Steve Newcomb.

5. Northwest Youth Corps - for required vegetation maintenance services. \$400,000 (over five years), Environmental Services. Contact Person is Steve Newcomb.

6. TetraTech, Inc. - for Owner's Representative services during the construction phase of Leaburg Dam Roll Gate #1 and #3 Hoist Replacement Project. \$184,925 (total \$ 274,875), Engineering Services. Contact Person is Mel Damewood.

7. WESCO Distribution - for the periodic purchase of molded rubber products (as needed to replenish stock). \$525,000 (over five years), Engineering Services. Contact Person is Mel Damewood.

RESOLUTIONS

8. Resolution No. 1518 - Financial Policy Changes. Contact Person is Susan Fahey.

9. Resolution No. 1520 - Resolution Approving Board Policy SD 20: Enterprise Risk Management. Contact Person is Roger Kline.

10. Resolution No. 1521 - Board Policy SD 5: Public Plaza Policy Revisions. Contact Person is Lance Robertson.

Vice President Simpson pulled item #9, stating that he is in favor of it, but would enjoy having a brief conversation about the e-mail President Mital had sent to the Board. President Mital noted that he had sent a follow-up e-mail to the Board regarding #9.

It was then moved by Commissioner Brown, seconded by Vice President Simpson, to approve the remainder of the Consent Calendar. The motion passed unanimously (5-0).

Vice President Simpson asked what President Mital's concern was regarding the above item. President Mital replied that the way it was written suggested that it was more or less establishing policy, and General Manager Gray had said that it established practice.

General Manager Gray noted that Roger Kline, Enterprise Risk & Internal Controls Manager was the author and that it is an evolutionary process that is making good progress. He added that even if the Board doesn't approve it as policy, he will carry it out anyway, and that he will address it further during Correspondence (item #12) but recommends against very detailed policies because of their constant change.

It was then moved by Vice President Simpson, seconded by Commissioner Manning, to approve item #9.

ELECTRIC AND WATER 10-YEAR CAPITAL IMPROVEMENT PLANS (CIPs)

Mel Damewood, Engineering Manager, and Wally McCullough, Water Engineering Supervisor, presented the above CIPs, and answered clarifying questions and comments from the Board.

Commissioner Manning asked for an update on the plan for College Hill Reservoir. Mr. McCullough stated that staff has more planning to do, but is considering smaller reservoirs, with decommission of College Hill in 2026, replacing it with a 5 MGD reservoir at that site.

Commissioner Helgeson appreciated staff's discipline with capital planning and the sequencing from earlier presentations. He asked for clarification of how investment meets objectives and the correct impact in terms of customer investment, but noted that he can get this information off line.

Mr. Damewood noted that the Board will continue to get EL-1 reports regarding the above.

Commissioner Brown asked about progress on the Spring Blvd. Mr. McCullough replied that the design for Spring Blvd. is 90% complete and that the contract award for a new pump station with multiple redundancy will be brought to the Board in October.

It was moved by Commissioner Manning, seconded by Commissioner Brown to approve the above electric and water 10-year CPIs. The motion passed unanimously (5-0).

LTD/EMX PROJECT - UNDERGROUND UTILITY RELOCATIONS CONSTRUCTION CONTRACT SUBMITTED FOR APPROVAL

It was moved by Vice President Simpson, seconded by Commissioner Helgeson, to approve the above construction contract.

Commissioner Brown asked about reimbursement and what category this will fall under in the budget. General Manager Gray replied that there is not a specific line item for it and that there is no specific report for it at this point, but that could be done. He noted that LTD's project manager follows this very closely. Ms. Fahey further explained the budget and reimbursement process for the project.

Vice President Simpson will call Mr. Damewood for further explanation

Commissioner Helgeson appreciated EWEB's relationship with LTD and stated that it reminds him how expensive it is to re-do electric and water infrastructure.

Commissioner Manning asked if a specific interval of periodic updates could be established so he could be sure ratepayers are treated fairly. General Manager Gray suggested a quarterly report followed by Board discussion if the Board desires.

The motion then passed unanimously (5-0).

General Manager Gray suggested that agenda item #11 be moved ahead of items #9 and #10 since the public hearing for the long-term financial plan and 2016 budget assumptions can't be started earlier than its posted agenda time.

President Mital called for a 10-minute recess.

EWEB RATE DESIGN PROPOSAL

With the aid of overheads, Erin Erben, Power & Strategic Planning Manager, and Adam Rue, Senior Energy Resource Analyst, presented the rate design proposal, and asked for direction and feedback regarding the previously received background. Following are each Commissioner's comments regarding direction:

Vice President Simpson:

- Agree with shift to price and away from rates – visionary change that Board should embrace especially as we shift more and more to the base charge.
- Will AMI capture energy demand? (yes) That would open potential to consider residential demand charge – I strongly support that
- Not too concerned about gradualism but I respect it – “pressure” if you will
- Support flattening tiers but vote for focusing on adjusting basic charge upward first and flattening later - \$10 increase (gradualism) to base charge is what I want now – ultimately I want it to be fair – don't favor cross-substitutes of high energy consumers subsidizing monthly service of low energy consumers – low-income customers are not necessarily the lowest consumers.
- Go further/faster
- Would like more conversation about partial requirements – concerns about not capturing adequate revenue for users who may lean on the system in a distributive generation environment – relates to system availability and people need to pay for it. Not in a hurry, though.

Commissioner Helgeson:

- Support flattening tiers – customer acceptance is important, and time and pace, and also what customers consider acceptable for the “cost of nothing”
- Water rates – make all same arguments for it as we did for electric – I'd like people to use capacity and not be penalized for it – might want to lighten that load and see greener lawns at some point

Commissioner Brown:

- Fine with flattening tiers and basic charge
- Need more explanation on medical and low-income rate (page 8) – i.e., a fixed bill credit? (Ms. Erben stated this is not proposed for this year, but a concept)
- All for medical, low-income and military rates – I want to help these customers if we can.

President Mital:

- Prioritize flattening first and basic charge second
- All for medical, low-income and veteran support

Commissioner Manning:

- All for low-income, medical and veteran support
- Opposed to the elevation charge because others would have to pay for that effort (Ms. Erben noted that staff doesn't have data in order to move forward with that now but should by next year)

President Mital asked about the rationale for moving forward with the adjusted basic charge. Ms. Erben replied that half of EWEB's costs are basically fixed and that there is a way to go, but that would be justification for doing something now instead of later.

Commissioner Helgeson stated that there no doubt is justification for charging customers at higher elevations and that he looks forward to hearing more. He briefly summarized the historical context for these costs and stated that he believes there should be differentiation in the system development charges.

Regarding customer charge vs. demand vs. flattening, General Manager Gray noted that the concept of residential demand charge in one class rather than fixed charges is a very important price signal to send. He asked the Board to revisit Monica Shovlin's, Marketing Program Supervisor handout. He noted that the August meeting agenda is pretty full but 15 minutes may be able to be inserted for this topic.

Vice President Simpson wondered if feedback could be captured through a Google poll or an equivalent with the results being released afterwards, i.e., listing several potential items with an explanation paragraph following each item.

President Mital stated that the Board will consider the best mechanism for that between now and the August meeting.

LONG-TERM FINANCIAL UPDATE AND 2016 BUDGET ASSUMPTIONS

With the aid of overheads, Sue Fahey, Finance Manager, and Deborah Hart and Harvey Hall, Senior Financial Analysts, presented the above update and budget assumptions and answered clarifying questions and comments from the Board.

Commissioner Manning asked for confirmation of EWEB's current bond ratings. Ms. Fahey replied that electric utility is A and water utility is AA, with a rating review for the electric utility coming up this week.

Vice President Simpson asked if a 6% BPA rate increase would translate to a 2.5% EWEB rate increase (it would). He voiced surprise at only a 2.5% increase because of how much power EWEB purchases from BPA. General Manager Gray further explained the process.

Commissioner Brown asked about the reliability of predictions for the Seneca and Carmen-Smith projects. Mr. Hall replied that the forward price curve is not a forecast although it is used to value power, and that staff tries to respond to pressures and hedge, and manage asset sales accordingly.

President Mital asked about employee cost of living adjustment (COLA) increases as part of the CPI. Ms. Fahey noted that EWEB's process is different than most public agencies, and Lena Kostopulos, Human Resources Manager, briefly explained the difference. She noted that EWEB is presently in collective bargaining for IBEW so she can't discuss specifics this evening.

Vice President Simpson encouraged staff to be conservative with their projections, as he believes the forward price curve will be fairly flat.

Commissioner Helgeson stated that he feels good about the forward price curves and asked staff not to forget what it's taken to get to this point, and to reconstruct the rate design so as good news is told, customers won't perceive the process as "just another rate increase." He noted that EWEB has maintained its bond rating and kept rate increases low, and that he would like staff to continue to point of pooling of net revenues over time, while also producing reserves to help pay down anticipated investments.

General Manager Gray thanked the Board and staff for the last several years of work which have brought EWEB to this point. He noted that rate issues for years 2020 and 2021 haven't been solved yet but that he has every confidence they will be, and that the forward price curve is a critical subject, historically driven by gas prices. He added that shutdown of wells is happening now, and distributive generation, solar and wind prices will serve as the cap for how things will escalate, and upward pressure will dictate the fundamental cost of materials. He also said that he doesn't expect prices to go back up unless there is a radical change in gas and solar prices, and that he will be most comfortable with a low, flat market, and making decisions around that.

President Mital wondered how big an area should be considered for the impacts of distributive generation on EWEB. General Manager Gray replied that it will depend on national policies, and that the cheapest renewables are wind and centralized solar (big plants), and transmission for policy around the nation. He noted that wind and solar will also offer downward pressure and that massive central solar is now being built, i.e., 8,000 MW, which is remarkable.

PUBLIC HEARING ON LONG-TERM FINANCIAL PLAN AND 2016 BUDGET ASSUMPTIONS

Bob Cassidy voiced concern about EWEB's transition over the last couple of years. He appreciated General Manager Gray talking to City Club recently, but in his opinion, his presentation may not have been blunt enough about what is coming. He stated that he recently finished a book and an article in New York Magazine about why green energy makes utilities nervous. He asked staff to make this article available to the community, as he doesn't believe the message is out there at all, and there is a need to prepare the community for that transition. He noted that EWEB won't change as quickly as other utilities will and wondered what else EWEB could sell besides electric and water—possibly sewer? He asked the Board to consider thinking about this in the future.

Commissioner Manning noted that only a very small portion of the community uses solar and that it may be worth the time and consideration to consider expanding the portfolio, but that EWEB needs to continue the technology at hand and use it to their benefit, and prepare for the 22nd Century.

Commissioner Helgeson stated that this is an opportunity for strategic planning and thinking, and that he looks forward to a future agenda including a high-level discussion with staff about what the future looks like, high-level responses, and a community-based discussion around how EWEB should align themselves and look at long-term investments.

Vice President Simpson appreciated Mr. Cassidy's comments. He stated that as electric technology advances, we as a society will have less and less dependency on the grid as we know it. He noted that with battery storage avail, there may be a significant shift where daily home consumption of matches what a panel provides, and that with a good enough system, a customer can get off the grid, and eventually half of San Francisco and Los Angeles will move up and up. He added that he is committed to facilitation and adoption of technology by customers as guided by the Strategic Plan, and more fixed charges, which plays into this. He noted that at some point, the last person on the grid will have to pay \$250 million.

CORRESPONDENCE/BOARD AGENDAS/EMERGING ISSUES:

General Manager Gray briefly reviewed the following items regarding the August meeting agenda:

- An Executive Session (re: property issues) beginning at 5:00 p.m. is necessary for the August 4 meeting
- Rate design discussion and feedback with Ms. Erben

Emerging Issues:

- Power market issues/shifts discussed tonight – theoretical is now real and coming faster than expected
- Rates and rate design issues are a critical part of how we will face that – how we survive and thrive
- Alternative water source from concept to real – water rights have already occurred and hoping property will occur next month
- Northwest and California drought - will change water markets and create huge political issues--fines for water districts, people stealing water. Predict Oregon will have a tougher time because of less storage and climate change.
- Infrastructure – focusing holistically on risk/benefit is important. We have external audits already but there are many other risks that aren't financial – i.e., infrastructure assessment. What are all the risks we face?
- As we see the economy recover and baby boomers retire, longevity of the organization is critical. Planning for the turnover with baby boomers retiring is very important.

BOARD WRAP-UP/FOCUS OVER NEXT 12 MONTHS

Commissioner Helgeson asked for confirmation of a provision in the BPA contract that allows for reconsideration of the slice option. General Manager Gray replied that there is (he believes in April or May 2016), and that this issue will be brought back to the Board for a timely discussion, possibly in December. He added that this is a big decision but staff doesn't have all the options yet.

Commissioner Brown voiced the desire to accelerate the alternative water source (AWS) project and wondered why that isn't being given more priority. He noted that two or three emergency water supply trailers aren't going to cut it if a natural disaster occurs.

Brad Taylor, Water Operations Manager, replied that AWS is on a fast track but permitting is still three years away.

Regarding the emergency water supply trailers, Mr. Taylor noted that equipment procurement as part of the 2016 budget will allow EWEB to treat non-potable water and deliver it through the trailer system but with a very small window, and that it is difficult to get beyond 1

or 2 MGD. He added that the cities of Portland, Tualatin and Lake Oswego are all on the same trajectory and paradigm shift, but it's a small amount of water.

General Manager Gray noted that EWEB will eventually be able to treat river water for human consumption.

The Board voiced their preference regarding their focus over the next 12 months:

Vice President Simpson:

- Stay apprised and focused on rate structure and remaining comparable, and that, regardless of the great news on financial front, EWEB must not fall back on its laurels.
- Concur with finding ways to attract and retain new generations of EWEB work force who have different values than what we're used to
- Be resilient, i.e., regarding Cascadia earthquake zone. Form stronger bonds with regional emergency management agencies and, if deficiencies, perhaps we can play a role.
- Discuss the AMI opt-in program more, and the options and products which will be available to customers
- Concerned that the Information Service Department is under-funded and outdated – need a conversation about this some time within the next year.

Commissioner Helgeson:

- AWS and Carmen-Smith – rates in common
- What is missing is a longer-term vision--distributive generation, for example—to begin thinking about longer-term view in terms of this utility. Inform context in which we make decisions and preserve important characteristics of this institution. We're obligated to contribute to that vision.

Commissioner Manning agreed with his colleagues' comments, especially regarding the future of the work force, with significant turnover happening in the next five years. He suggested that apprenticeship and journeymen (BOLI) should be developed now, from the existing supply of students. He thanked Ms. Kostopulos and her team for going to Kalapuya High School and bringing the students to EWEB to observe various jobs.

President Mital noted the list that was generated at the recent Board retreat, and specifically mentioned advanced metering infrastructure (AMI), AWS, and a focus on rates and rate structure. He reiterated that issues are surfacing faster than Board and staff may have thought they would.

Vice President Simpson appreciated his colleagues' comments regarding emerging issues, and said that he looks forward to their next discussion.

President Mital adjourned the Regular Session at 8:00 p.m.

Assistant Secretary

President

EUGENE WATER & ELECTRIC BOARD
REGULAR SESSION
McKENZIE FIRE & RESCUE TRAINING CENTER
SEPTEMBER 1, 2015
6:00 P.M.

Commissioners Present: Steve Mital, President and John Simpson, Vice President. John Brown and Dick Helgeson were excused.

Others Present: Roger Gray, Mel Damewood, Mike McCann, Sue Fahey, Frank Lawson, Steve Newcomb, Todd Simmons, Jeannine Parisi, Mark Freeman, Karl Morgenstern, Brad Taylor, Nancy Toth, Mark Zinniker, Joe Harwood, Wally McCullough, Lena Kostopulos, Dave Churchman, Brea Bach, and Anne Kah of the EWEB staff; Vicki Maxon, Recorder.

President Mital convened the Regular Session of the Eugene Water & Electric Board (EWEB) at 6:00 p.m. He thanked McKenzie Fire & Rescue Training Center staff for the use of their building and thanked the upriver residents for attending.

He then introduced himself and Commissioner Simpson and noted that Commissioner Manning will be late.

AGENDA CHECK

There were no comments.

RIVER CONDITIONS AND HYDRO GENERATION

With the aid of overheads, Mike McCann, Generation & Fleet Manager, and Brad Taylor, Water Operations Manager, presented the above information.

Vice President Simpson asked Mr. Taylor elaborate on the color water alert system and its results. Mr. Taylor said staff is very pleased with the results, with voluntary curtailment because of being more mindful of low river levels and the prolonged hot weather. He noted that the color alert system was largely developed because of the desire to do the right thing as a water provider and make people aware that any use of water has impact on the river (i.e., even washing a car).

Vice President Simpson asked about fire suppression ability in the event of a fire in the South Hills. Mr. Taylor replied that water system hydraulics would be challenged because of the elevation in the South Hills.

President Mital noted that several small towns near Eugene imposed water curtailments, and he wondered if that caused more scrutiny on EWEB for not curtailing water, even though EWEB's water limit was far from being reached. Mr. Taylor replied that current agency doctrines govern EWEB's water limits unless there court-mandated changes occur.

President Mital then asked for questions from the audience.

Judy Olson asked what percentage of hydroelectric power is generated by the McKenzie River. Mr. McCann replied that about 30% is generated daily from the McKenzie, with most generated from the Carmen-Smith project. He added that EWEB buys most of its power from the Bonneville Power Administration (BPA) and that Leaburg Power Plant is the next largest generator of power and WALTERVILLE Power Plant the smallest, and that EWEB owns two small hydroelectric projects, one in Northern Idaho and one outside of Portland on the Clackamas River, which were bought in the late 1980s/early 1990s.

Terry Liittschwager then asked where the 1,050 cubic feet/second (cfs) flow level is applied. Mr. McCann explained that it is applied immediately downstream of Leaburg Dam, and he briefly explained the Federal Energy Regulatory Commission (FERC) licensing process. The same person noted that his river gauge has shown fluctuations throughout the night and into the morning and that early morning levels are some of the lowest he has ever seen. Mr. McCann noted that EWEB's in-stream requirement is 1,000 cfs so staff tries to maintain it at 1,050 cfs.

Vice President Simpson asked Mr. McCann to briefly speak to regional hydroelectric issues. Mr. McCann noted that hydroelectric plants in California have suffered immensely with some plants off line all year due to having no water from which to operate, and that Washington hydroelectric plants have been affected by forest fires, with the Skagit plant completely shut down last week due to a major forest fire in that area.

LEABURG ROLL GATE REPAIR UPDATE

With the aid of overheads and photos, Mel Damewood, Engineering Manager, and Mark Zinniker, Generation Supervisor, presented the above update and answered clarifying questions and comments from the Board and audience.

Vice President Simpson asked if efforts will continue in order to attempt to recoup EWEB's costs for repair. Mr. Damewood stated that they have but he isn't able to elaborate on that.

Mr. Zinniker briefly explained the backup system that is now in place should the new roll gate hoists fail.

Ms. Olson asked for a recap of the schedule for completion and wondered if two roll gates can be repaired at once. Mr. Zinniker explained the repair process.

Ms. Olson stated that all of the EWEB and Knight Construction workers have been "darling" to work with, and very courteous and polite.

She then stated that various types of work on the dam have been done "ad infinitum" for years and years, and that the recent work done with closure of the dam road required residents to leave home before 8:00 a.m. and sometimes be unable to return home until afternoon. She asked the Board to think long and hard about how to do dam repair differently next time in order to reduce the time involved, i.e., start work later in the day. She noted that many residents have children to take to and pick up from school, medical appointments to go to, and that sometimes they couldn't even go to the grocery store when they needed to.

Mr. Liittschwager noted that the recent raising of the roll gates gave the residents a very nice beach. He wondered if EWEB could raise the gates twice a year just in order to do the necessary flushing out of silt. Mr. Zinniker replied that raising the gates creates quite a problem with keeping fish alive at the fish hatchery, and that the river level can't go lower than approximately two feet for that reason.

Mr. Liittschwager noted that it is possible that the fish hatchery will be gone 10 years from now.

Commissioner Manning arrived at the close of Public Input.

LEABURG FOREST MANAGEMENT PLAN

With the aid of overheads, Karl Morgenstern, Environmental Supervisor and Steve Newcomb, Environmental and Property Manager, presented the above management plan and answered clarifying comments and questions from the Board.

Commissioner Manning asked about slope failure and if there are more areas that are vulnerable that may need additional funding. Mr. Zinniker replied that historically there have been active slides along the canal, including the Percy Slide that blocked the Walterville Canal, which was mitigated in the late 1980s/early 1990s by building a rock buttress, a shear key and piling, and that it is monitored monthly and hasn't moved in years. He noted that heavy rainfall will activate a patrol of past slide areas. He added that staff is in monitoring mode for all slides and that piezometers have been installed for additional monitoring with the data analyzed by a company, so they shouldn't happen without warning.

President Mital asked about EWEB's ability to claim carbon offset. Mr. Morgenstern replied that it can't be claimed because they look at the last 20-30 years for management, and this area hasn't been managed before.

General Manager Roger Gray noted that EWEB has never clear-cut this property, as the economic value is very small compared to the cost of maintaining a hydroelectric plant, and that plant was built to protect the canal to begin with.

Ms. Olson asked for a copy of Mr. Morgenstern's presentation, as this is the first she has heard about the Leaburg Forest.

ITEMS FROM BOARD MEMBERS

Commissioner Manning apologized for being late because he was attending the ribbon-cutting at Willamette High School for their science and technology building, which is 80-90% energy-efficient with solar panels, etc. He noted that 78% of Bethel School District voters approved it and that it will not increase taxes.

He also commented that he loves coming upriver for this annual meeting.

He also noted that the Board had briefly discussed constructing an additional road or extending the existing road during the roll gate repair but that it was not practical at the time.

Vice President Simpson stated that he recognizes the inconvenience factor of not being able to cross the river for many hours at a time. He noted that Leaburg Dam is a facility for the public good and that he wishes to work to mitigate the impact on residents in the future for such activities, i.e., possibly starting work at 8:00 a.m. or opening the road during lunch hour. He asked the upriver residents to let the Board know if the Board promises something and it's not working out or if they have other concerns or feedback, and he hoped that the residents believe that communication was good and that EWEB's signage was adequate.

He then noted that he will attend the EWEB Safety Fair on September 17 at the Roosevelt Operations Center (ROC), and that he has been volunteering at the Food for Lane County event on the last Wednesday of each month.

He gave kudos to Water Operations staff for their successful water restriction activities during the extremely hot weather, as customers were very mindful of their water use, and he encouraged continued community awareness of those restrictions and the value of water.

PUBLIC INPUT

Terry Liittschwager described the difference between the previous speed bumps that were removed and the recent new speed bumps that were installed for the Leaburg Dam roadway. He thanked the Board for the new ones, which are less objectionable than the old ones, and presented the Board with a prepared statement and a CD. He said he hopes the Board will read the documentation and listen to the CD, as he believes that a reasonable reader will conclude that it would be better to use speed humps rather than speed bumps on the Leaburg Dam roadway.

Judy Olson asked the Board to take the time to read Mr. Liittschwager's information about the speed bumps because they are a "pain in the fanny" for residents to drive over.

Ms. Olson then voiced her concern about the state of Lloyd Knox Park and referred to it as being "in ruin," and stated that she has never in the last 30 years seen it like it is now. She noted that it was one of EWEB's jewels of public access but now speaks very poorly of EWEB, and that the Leaburg Plant employees can't do everything in order to maintain it. She asked the Board to seriously reconsider a competent caretaker for the park as there is no one available when there are problems, and no one to call in the middle of the night. She noted that the previous caretaker (now deceased, who the park is named after) was a "saint" and kept the park in immaculate condition, as did Mr. Knox's wife after his passing. She asked to take a representative from the Board on a tour of the park to show them some of the jewels of the park that should be brought back to life.

In closing, she noted that the employees of Wright Tree Service (contracted by EWEB) are always very nice.

Commissioner Manning stated that some type of resolution is needed for the Leaburg Dam speed bumps vs. humps as this has been going on for quite some time. He then stated that the Board toured Lloyd Knox Park on their way to tour the Carmen-Smith project recently, and that while it does need sprucing up, it's about dollars and cents, and that with recent personnel

reductions, the ability to do that is limited, so perhaps the upriver community could join EWEB in this effort.

Vice President Simpson stated that he didn't realize that the park was in a disheveled state when he attended the EWEB picnic in July, but he noted that he didn't check out any other part of the park. He told Ms. Olson he would take her up on a tour of the park, and from that tour he will pass on opinions to the Board and staff in order to open a dialogue, and will involve the upriver community in the solution.

President Mital appreciated Mr. Liittschwager's comments and Vice President Simpson's offer to tour the park.

President Mital called for a 10-minute recess.

APPROVAL OF CONSENT CALENDAR MINUTES

1. a. July 21, 2015 Regular Session
- b. August 4, 2015 Executive Session
- c. August 4, 2015 Regular Session

CONTRACTS

2. Baker Tilly Virchow & Krause LLC - for Inventory, Supply Chain, Work and Asset Management – Industry practice implementation services. \$21,110 (total \$170,500). Water Operations. Contact Person is Sue Fahey.

RESOLUTIONS

3. Resolution No. 1525 - Western Generation Agency Revised Board Appointment. Contact Person is Susan Fahey.

ITEMS REMOVED FROM CONSENT CALENDAR

Vice President Simpson pulled the July 21 Board minutes.

It was then moved by Vice President Simpson, seconded by Commissioner Manning, to approve the remainder of the Consent Calendar.

President Mital read the following statement from Commissioner Brown, who is out of the country:

“For the record, I'd like to support all of the action items, including adoption of the Consent Calendar, with the exception of agenda item #11. I'd like staff to explain why we are taking a bid for services from a company well outside of Lane County when we have had a local company do the work for a lot of the previous time period. In addition, two of the three bids were local and neither were selected. Knowing this is a contract for jobs which sometimes are spur of the moment, having to patch a road dug up for line repair, etc., how can a company from Aurora (close to Portland) be responsive enough to meet our needs? Since this is a time and materials (T&M) contract, are we also paying the hourly wage for the company to mobilize

to/from Eugene for jobs, including mileage for the heavy trucks and equipment? Once I see an explanation for agenda item #11, I'll decide if I support this contract or not. Thank you."

General Manager Gray confirmed that he had received a phone call from Commissioner Brown, who in fact has received a response from staff and now supports the above contract.

Vice President Simpson asked for two revisions to the July 21 minutes. These were noted by staff and the minute's recorder.

The above motion passed unanimously (3-0).

RESOLUTION #1524 –REQUESTING CITY COUNCIL ACTION ON SERIES 2016 WATER BONDS

Sue Fahey, Finance Manager, explained the process for the above item and noted the resultant savings for Water Operations over time.

Management recommended approval of Resolution #1524 requesting the City Council to authorize the issuance and sale of Water Utility revenue bonds for capital improvements and refunding series 2002, 2005 and 2008 bonds.

It was moved by Vice President Simpson, seconded by Commissioner Manning, to approve Resolution #1524. The motion passed unanimously (3-0).

ASPHALT CONCRETE PATCHING SERVICES CONTRACT

Mr. Taylor noted the previously submitted backgrounder from staff, and briefly reviewed the bid selection process as it related to Commissioner Brown's concerns mentioned above. He noted that this contract is driven by Lane Transit District's (LTD) EmX project and its impact on multiple streets.

It was moved by Commissioner Manning, seconded by Vice President Simpson, to approve the above contract. The motion passed unanimously (3-0).

HAYDEN BRIDGE FILTER SOUTH S1-S6 IMPROVEMENTS

Mr. Damewood briefly reviewed the previously submitted backgrounder from staff, and added that these improvements complete the project. He also addressed clarifying questions and comments from the Board.

It was moved by Vice President Simpson, seconded by Commissioner Manning, to approve the above improvements. The motion passed unanimously (3-0).

CORRESPONDENCE AND BOARD AGENDAS

General Manager Gray noted that the backgrounder regarding water source protection from Mr. Morgenstern and Mr. Newcomb will be discussed in more detail at the October Board meeting.

- BRING Home & Garden Tour on September 13 – tickets and more information will be provided
- Strategic planning process will begin in October

Emerging Issues:

- Nearing closure of the Smith Creek sale – hoping to bring a sales proposal to the Board at a future meeting – financial picture for 2016 assumes that sale
- Worried about this fire season – seven transmission poles at Smith Creek were replaced because of a fire

General Manager Gray then recalled the recent accident between an EWEB truck and trailer and a motorcycle that resulted in the death of the motorcyclist. He voiced sympathy for the deceased man's family and support for the EWEB employees who were involved in the accident.

BOARD WRAP-UP

Vice President Simpson then voiced disappointment about the very small turnout of upriver residents for tonight's meeting. He wondered if the Board should continue to conduct an annual upriver meeting or only conduct one if they are invited to do so.

President Mital stated that he is okay with conducting an upriver meeting either annually or only via invitation, as he believes it's part of the Board's responsibility to travel upriver and show good intention to EWEB's upriver customers.

Commissioner Manning asked the Board and staff to let him know if anyone is interested in taking a tour of the new Willamette High School facility, and noted that it would need to happen before school starts on September 9.

President Mital adjourned the Regular Session at 8:11 p.m.

Assistant Secretary

President

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new price agreement with **American Concrete Company** for **asphalt and concrete cutting and core drilling services**.

Board Meeting Date: October 6, 2015
Project Name/Contract#: ITB 023-2015/Asphalt & Concrete Cutting/Core Drilling
Primary Contact: Brad Taylor Ext. 7358
Purchasing Contact: Tracy Davis Ext. 7468

Action Requested:	
<input checked="" type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other

Contract Amount:
Original Contract Amount: \$ 125,000 (estimated over 5 years)
Additional \$ Previously Approved: \$ N/A
Invoices over last approval: \$ N/A
Percentage over last approval: N/A %
Amount this Request: \$ 125,000 (estimated over 5 years)
Resulting Cumulative Total: \$ 125,000 (estimated over 5 years)

Funding Source:	
<input checked="" type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input type="checkbox"/>	Bonding
<input type="checkbox"/>	Other

Contracting Method:
Method of Solicitation: Formal Invitation to Bid
If applicable, basis for exemption: N/A
Term of Agreement: October 9, 2015 – October 8, 2020
Option to Renew? Yes
Approval for purchases "as needed" for the life of the contract Yes

Form of Contract:	
<input type="checkbox"/>	Single Purchase
<input type="checkbox"/>	Services
<input type="checkbox"/>	Personal Services
<input type="checkbox"/>	Construction
<input type="checkbox"/>	IGA
<input checked="" type="checkbox"/>	Price Agreement
<input type="checkbox"/>	Other

NARRATIVE:

The Board is being asked to approve a new price agreement with **American Concrete Company** of Coburg, Oregon for asphalt and concrete cutting and core drilling services on an as needed basis.

EWEB's Water Construction and Electric Construction departments require asphalt and concrete cutting and core drilling services to construct, repair and maintain EWEB's Water and Electric infrastructures. Some of the work performed under this contract will be for substructure construction services to accommodate LTD's West Eugene EmX Extension Project, and reimbursed by LTD.

Staff issued an Invitation to Bid in August, 2015. EWEB received two bids: American Concrete Company of Coburg, Oregon; and Empire Concrete Cutting of Springfield, Oregon. The lowest responsive and responsible bid was received from American Concrete Company. American Concrete Company has 33 years of experience in asphalt and concrete cutting and core drilling. If approved, American Concrete Company will provide construction services as specified in the solicitation documents.

Exact purchase amounts are unknown and no guarantee has been made for an actual amount of required work. Historical procurement data indicates that EWEB requires approximately \$25,000 of this type of service per year; therefore, staff estimates the total contract amount to be \$125,000 over the potential life of the contract.

If approved, staff will purchase required asphalt and concrete cutting and core drilling services at the established prices on an as needed basis over the life of the contract. The contract is for one-year with the option to renew for four additional one-year periods.

ACTION REQUESTED:

Management requests the Board approve a new price agreement with **American Concrete Company** for asphalt and concrete cutting and core drilling services. Funds for these services were budgeted for 2015 and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

LT Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____



MEMORANDUM
EUGENE WATER & ELECTRIC BOARD

Rely on us.

TO: Commissioners Mital, Simpson, Helgeson, Manning, and Brown
FROM: Mel Damewood, Engineering Manager; Wally McCullough, Water Engineering Supervisor; Laura Farthing, Senior Engineer - Water
DATE: September 21, 2015
SUBJECT: Shasta 1150 Pump Station Replacement
OBJECTIVE: Adoption of Resolution Amendment and Contract Approval

Issue

EWEB recently opened bids for construction of a new Shasta 1150 Pump Station and a request is being made to award a construction contract for \$661,308 to Pacific Excavation of Eugene, Oregon, for this project. Management also recommends adoption of an amendment to Resolution No. 0908 which was adopted in 2009.

Background

The Shasta 1150 Service Area serves approximately 200 customers in the eastern south hills of the City. This service area is currently supplied by the Shasta 1150 Pump Station which is a constant run pump i.e. the pumps run continuously as there is no reservoir in the service area. The area exhibits high peak hour demands during the summer when customers are irrigating, which exceed the capacity of the pump station. Through the Water Utility's conservation efforts with the neighborhood that this pump station serves, we have been able to smooth the demand during peak times to a level that is manageable. However, the pump station was built in the 1950s and is at the end of its useful life. The mechanical systems are running to failure, the site does not have standby power, and the structure does not meet current seismic codes. The 2004 Water Master Plan recommendations included a reservoir for this area to enhance the reliability of the system. For the above reasons a public process was initiated in 2008 to develop alternative solutions to deliver reliable water to the service area.

The public process included meetings with EWEB staff and eleven members of the public. The group developed two potential alternatives, build a buried reservoir on EWEB owned land on Mount Baldy or construct two redundant pump stations to serve the area. The construction of a reservoir would have required easements through City Park Land, approvals for which were difficult to obtain and would have added to the construction costs. Each of the pump stations would have included redundant pumps, two different electric feeds, and full standby power, making the system almost as reliable as one with a reservoir.

In May 2009, the Board approved Resolution 0908- SERVICE PROVISIONS FOR THE SHASTA 1150 SERVICE AREA, which authorized staff to begin design and construction on two new pump stations to serve the Shasta 1150 Pump Station Service Area.

Discussion

After the resolution was passed, EWEB purchased land on Wendell Lane for the new pump station site. Shortly after the land was purchased, EWEB completed a project to develop a fully calibrated hydraulic model. EWEB staff used the new enhanced hydraulic model to evaluate the area and determine impacts to the water system with the two pump station option. The modeling identified deficiencies in the water distribution system in the vicinity of the new proposed pump station. Correcting these deficiencies would require approximately 5,000 feet of new 10-inch pipelines which significantly increases the cost of construction. In addition, the site, which is served by Lane Electric, required three phase power. Easements for the power proved difficult to obtain making it cost prohibitive to bring power to the site.

These improvements were not included in the original evaluation of alternatives. For these reasons, EWEB staff moved forward with the design of a single robust pump station with standby power at the site of the existing pump station.

Due to the high costs associated with development of the second pump station for this area, it is recommended to serve the area with a single robust pump station. This is contrary to Resolution 0908 but typical of what is provided for other areas in our system that do not have a reservoir. Staff is confident that the single pump station will provide for a reliable water supply for the service area. If opportunities develop in the future that allow for a reservoir to be constructed, the pump station can be modified to serve as a reservoir fill pump station. The addition of a reservoir would further enhance the reliability of the system,

The new pump station will include the following:

- Concrete masonry building designed to meet current seismic codes.
- New mechanical equipment, including redundant pumps.
- New electrical equipment, including variable frequency drives for each pump.
- New diesel generator sized to operate all of the pumps in the station.
- Associated site work to improve access to the site.

Four bids were received for the above work. Pacific Excavation submitted the low bid at \$661,308. Funding is in place in the Water Capital Improvement Plan (CIP) for 2015 for this project. There is approximately \$500,000 allocated in the 2015 Capital budget for this project. Additional funds, on the order of \$300,000 to \$400,000, will need to be allocated in 2016 during the April True-up to complete the improvements. Engineering is making a recommendation to defer the Willamette 800 Reservoir project to allow time to manage the CIP and stay within strategic spending levels.

Recommendation/Requested Board Action

Water Management is recommending that the Board approve award of a contract for \$661,308 to Pacific Excavation for construction of the new Shasta 1150 Pump Station. Management is also

recommending that the Board approve Resolution 1528 to amend Resolution No. 0908 to authorize staff to construct a single pump station to serve the Shasta 1150 Pump Station service area.

If there are any questions or if more information is needed, please contact Mel Damewood, Engineering Manager 541-685-7145 or mel.damewood@eweb.org.

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new Construction Contract with **Pacific Excavation** for Construction of the **Shasta 1150 Pump Station Replacement Project**.

Board Meeting Date: October 6, 2015
Project Name/Contract#: Shasta 1150 Pump Station Replacement/ITB 038-2015
Primary Contact: Mel Damewood Ext. 7145
Purchasing Contact: Tracy Davis Ext. 7468

Action Requested:	
<input checked="" type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other

Contract Amount:
Original Contract Amount: \$ 662,000
Additional \$ Previously Approved: \$ N/A
Invoices over last approval: \$ N/A
Percentage over last approval: N/A %
Amount this Request: \$ 662,000
Resulting Cumulative Total: \$ 662,000

Funding Source:	
<input checked="" type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input type="checkbox"/>	Bonding
<input checked="" type="checkbox"/>	Other - CIP Reprioritization

Contracting Method:
Method of Solicitation: Formal Invitation to Bid
If applicable, basis for exemption: N/A
Term of Agreement: 10/12/15 to 01/31/2016
Option to Renew? No

Form of Contract:	
<input type="checkbox"/>	Single Purchase
<input type="checkbox"/>	Services
<input type="checkbox"/>	Personal Services
<input checked="" type="checkbox"/>	Construction
<input type="checkbox"/>	IGA
<input type="checkbox"/>	Price Agreement
<input type="checkbox"/>	Other

Approval for purchases "as needed" for the life of the contract No

NARRATIVE:

The Board is being asked to approve a new Construction Contract with **Pacific Excavation** for Construction of the **Shasta 1150 Pump Station Replacement Project**.

The Shasta 1150 Service Area serves approximately 200 customers in the eastern south hills of the City. This service area is currently supplied by the Shasta 1150 Pump Station which is a constant run pump - i.e. the pumps run continuously as there is no reservoir in the service area. The area exhibits high peak hour demands during the summer when customers are irrigating, which exceeds the capacity of the pump station. In addition, the pump station was built in the late 1960s and is at the end of its useful life. The mechanical systems are running to failure, the site does not have standby power, and the structure does not meet current seismic codes. The 2004 Water Master Plan recommendations included new facilities to replace the aging infrastructure. There is approximately \$500,000 allocated in the 2015 Capital budget for this project. Additional funds, on the order of \$300,000 to \$400,000, will need to be allocated in 2016 during the April True-up to complete the improvements. Engineering is making a recommendation to defer the Willamette 800 Reservoir project to allow time to manage the CIP and stay within strategic spending levels.

The new pump station will include:

- New concrete masonry building designed to meet current seismic codes.
- New mechanical equipment, including redundant pumps.
- New electrical equipment, including variable frequency drives for each pump.
- New diesel generator sized to operate all of the pumps in the station.
- Site work to improve access to the facility.

Staff issued a Formal Solicitation in August, 2015. EWEB received four bids from: 2KG of Portland, OR; Stettler Supply of Salem, OR; Wildish Building Company of Eugene, OR; and Pacific Excavation of Eugene, OR. Pacific Excavation was the lowest responsive and responsible bidder. Pacific Excavation has sixteen years of experience with similar public works projects. If approved, Pacific Excavation will provide construction services as specified in the solicitation documents.

ACTION REQUESTED:

Management requests the Board approve a Construction Contract with **Pacific Excavation** for the construction of the Shasta 1150 Pump Station Replacement Project. Funds for this work were budgeted for 2015, and will be budgeted for 2016.

SIGNATURES:

Project Coordinator: _____

LT Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____

**RESOLUTION 1528
OCTOBER 2015**

**EUGENE WATER & ELECTRIC BOARD
AMENDMENT TO RESOLUTION NO. 0908 - SERVICE PROVISIONS FOR THE
SHASTA 1150 SERVICE AREA**

WHEREAS, the Eugene Water & Electric Board (EWEB) is the water service provider for properties within the City of Eugene;

WHEREAS, the Shasta 1150 Service area, a neighborhood located in the Eastern South Hills of Eugene, where EWEB serves nearly 200 customers, is in need of an upgrade from a continuous running pump station that is near its capacity and service life;

WHEREAS, EWEB staff conducted a public involvement process in 2008 that included a stakeholder task team which examined nearly two dozen service alternatives and narrowed the alternatives to two viable solutions, one being a 750,000 gallon buried reservoir and the other being two continuous running pump stations with standby power;

WHEREAS, EWEB Board of Commissioners approved the design and construction of the dual pump station option by signing Resolution 0908 – Service Provisions for the Shasta 1150 Service Area in May 2009.

WHEREAS, EWEB staff during the planning phase of the project identified issues with the construction of two pump stations from enhanced hydraulic modeling capabilities that made the construction of two pump stations cost prohibitive;

NOW, THEREFORE BE IT RESOLVED that the EWEB Board of Commissioners approve an amendment to Resolution 908 that directs the General Manager to begin construction of a single robust pump station to serve the Shasta 1150 service area, acknowledging this service method deviates from a traditional reservoir option, yet is an industry accepted practice for domestic water and fire service.

Dated this 6TH day of OCTOBER 2015.

THE CITY OF EUGENE, OREGON
Acting by and through the
Eugene Water & Electric Board

President

I, ANNE M. KAH , the duly appointed qualified, and acting Assistant Secretary of the Eugene Water & Electric Board, do hereby certify that the above is a true and exact copy of the Resolution adopted by the Board at its October 6, 2015 Regular Board Meeting.

Assistant Secretary

**RESOLUTION NO. 1526
OCTOBER 2015**

**EUGENE WATER & ELECTRIC BOARD
RESOLUTION APPROVING REVISIONS TO BOARD POLICY GP6**

WHEREAS, the Eugene Water & Electric Board (EWEB) maintains a Board Policy Manual that contains governing policies for the Board of Commissioners; and

WHEREAS, the Board of Commissioners periodically reviews said policies and identifies required modifications or amendments to those policies; and

WHEREAS, the Board of Commissioners periodically determines that new policy is required to adequately document the work or intention of the Board with regard to governance, Board-staff linkage, strategic direction or executive limitations; and

WHEREAS, the Board of Commissioners has reviewed a modification to Board Policy GP6, Rules of Conduct and has determined that the modification is appropriate and necessary.

NOW, THEREFORE, BE IT RESOLVED by the Eugene Water & Electric Board hereby approves the revisions to Board Policy GP6 – Rules of Conduct.

DATED this 6th day of October 2015.

THE CITY OF EUGENE, OREGON
Acting by and through the
Eugene Water & Electric Board

President

I, ANNE M. KAH the duly appointed, qualified, and acting Assistant Secretary of the Eugene Water & Electric Board, do hereby certify that the above is a true and exact copy of the Resolution adopted by the Board at its October 6, 2015 Regular Board Meeting.

Assistant Secretary

Policy Number: GP6
Policy Type: Governance Process
Policy Title: Rules of Conduct
Effective Date: October 6, 2015

The Board of Commissioners adopts as its own the following rules of conduct:

1. Commissioners will treat each other with courtesy, civility and respect despite differences of opinion; Commissioners will treat staff with the same level of respect.
2. In public, Commissioners will talk positively about the organization, fellow Board members, management and employees.
3. Commissioners and the General Manager will keep each other informed about all situations, which may directly affect them, or the organizational status of the utility.
4. Commissioners will be respectful of limited meeting time; Board priorities will take precedence over individual priorities.
5. Commissioners will be active team members, be prepared for the various Board decision issues, and fulfill their responsibilities to participate in decisions.
6. Commissioners will listen, discuss and try to understand one another's views.
7. Once a decision is reached, Commissioners will support the Board decision even though they might hold a minority viewpoint.
8. Commissioners will speak only for themselves unless authorized to speak for the Board.
9. Commissioners may send a written statement to the Board Secretary/Assistant Secretary in advance of a meeting from which they will be absent if they wish to have their opinions, concerns, and perspectives on a Board agenda item included. The Board President will read the provided written statement into the record. This action will not be recorded as a vote for or against any proposal before the Board."
10. Commissioners will attempt to understand their legal obligations and if unclear, will seek the advice of legal counsel.
11. Personal issues between Commissioners will be dealt with individually and privately, and if needed, a third party will be used to help with the issue.

Source: Board Approved 09/02/2003, Ratified 04/19/2005; Revised 09/09/2015, Resolution No. 1526.

**RESOLUTION NO. 1529
OCTOBER 2015**

**EUGENE WATER & ELECTRIC BOARD
APPOINTMENT OF BOARD ASSISTANT SECRETARY**

WHEREAS, the Eugene Water & Electric Board bylaws Article V, Section 1 provides for the General Manager to designate an assistant secretary, treasurer and assistant treasurer.

WHEREAS, General Manager Roger Gray duly appoints Anne M. Kah to be Assistant-Secretary to the Eugene Water & Electric Board;

THEREFORE BE IT RESOLVED that the Eugene Water & Electric Board hereby authorizes General Manager Roger Gray to designate assistant secretary to the Board of Commissioners.

Dated this 6th day of October 2015

THE CITY OF EUGENE, OREGON
Acting by and through the
Eugene Water & Electric Board

President

I, ROGER GRAY, General Manager of Eugene Water & Electric Board, do hereby appoint Anne M. Kah as Assistant Secretary of the Eugene Water & Electric Board per the Resolution No. 1529 adopted by the Board at its October 6, 2015 Regular Board Meeting.

General Manager