OAK LODGE WATER SERVICES
BOARD OF DIRECTORS
PUBLIC MEETING MINUTES
SEPTEMBER 8, 2026 AT 4:00 PM

1. Call to Order

Chair Williams called the meeting to order at 4:00 PM.

Director Keil arrived at 4:01 pm.

2. Call for Public Comment

There were no comments.

3. Consent Agenda

   a. July 2026 Financial Report

   b. Approval of August 11, 2026 Board Meeting Minutes

Director Van Loo moved to approve the Consent Agenda. Treasurer Gornick seconded. District Recorder Michele Diaz conducted a roll call vote. Voting Aye: Directors Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

4. Items for Presentation

   a. Presentation of FY 2024 Authority Financial Audit

Keith Simovic from Baker Tilly presented the FY 2024 Authority Financial Audit.

   b. Presentation of Capital Projects for the Water Master Plan Update

Public Works Director Janicke opened with the context and history behind the update.

Patrick Finn from Water Systems Consulting (WSC) presented on capital projects for the updated Water Master Plan. He thanked Public Works Director Janicke, Assistant District Engineer Prentice and Field Supervisor Hunter for assistance on the project.

The board provided comments and asked clarifying questions regarding:

- Project proritization criteria and its relationship to other projects such as paving
- Fire flow and seismic improvements
- Relationship between influx of residents to ranking of CIPs

c. Presentation of Quarterly Capital Projects Report

Public Works Director Janicke presented the Quarterly Capital Projects Report.

Highlights included:

- Oatfield Road Replacement Project to start waterline work at end of October
- Colina Vista Water Main Replacement Project anticipates 100% design submittal by EOY
- Tertiary Treatment facility updates

The board provided comments and asked clarifying questions regarding:

- Aeration Blower Replacement Project
- Budget allocation for WWTP updates

5. Items for Consideration

a. Consideration of FY24 Audit Plan of Action

Finance Director Wilson introduced the plan and highlighted recent departmental improvements.

The board provided comments and asked clarifying questions regarding:

- Measures to improve internal controls
- Future timelines for end-of-year filing

Director Keil moved to approve the Chair and General Manager to sign the Plan of Action for the FY 2024 Authority Audit. Director Van Loo seconded. District Recorder Michele Diaz conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

b. Consideration of Contract with Landis and Landis Construction LLC for the FY27 Lateral Repair Project

Assistant District Engineer Prentice presented the background on the contract and its imperative in addressing critical repairs.

The board provided comments and asked clarifying questions regarding:

- Start date in relationship to inclement weather
- Anticipated project costs this FY and factors driving pipe replacement

Director Keil moved to approve the General Manager to sign a Public Improvement Contract with Landis and Landis Construction, LLC for the construction of the FY27 Lateral Repair Project for $119,350. Vice Chair Bullock seconded. District Recorder Michele Diaz conducted a roll call vote. Voting Aye: Directors Kevin Williams, Paul Gornick, Ginny Van Loo. Voting Nay: None. Abstentions: None.

MOTION PASSED

6. Business from the Board

Treasurer Gornick provided a verbal report. Director Keil noted the Department of Economic Development will soon issue a report of potential interest to the Board that she will locate and distribute. She also provided update on local sheriff elections.

The board provided comments and asked clarifying questions regarding the Lake Oswego - City of Tigard Water Partnership.

7. Department Reports

a. Administration

b. Finance

c. Public Works

d. Plant Operations

The Management Team provided highlights from their written reports, including:

- Continued progress on Finance audits, new graphs to reflect 12-month rolling years

- Increased Water Distribution meter replacement
- Fence installation completion at the Plant

The board provided comments and asked clarifying questions regarding:

- Submission of the Water Master Plan Update
- Meter warranties, replacements and useful life

8. Recess to Executive Session
   Convene Executive Session under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

Chair Williams recessed to executive session at 5:38 PM under under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection

9. Adjourn Executive Session
   If necessary, Board may take action on items discussed in Executive Session.

Chair Williams adjourned the executive session at 5:48 PM

No decisions were made as a result of the executive session.

10. Other Items

There were none.

11. Adjourn Meeting

Chair Williams adjourned the meeting at 5:48 PM