

**Wednesday, June 17, 2026**Medford Police Department Prescott Room
219 S. Ivy Street, Medford, Oregon 97501

The regular meeting of the Medford Water Commission was called to order at 12:35 p.m. on the above date at the Medford Police Department's Prescott Room, with the following commissioners, staff, and guests present:

Chair Jason Anderson; Commissioners John Dailey, Bob Mylenek, Brian Sjothun, and David Wright

General Manager Brad Taylor, Executive Administrative Assistant Amber Furu, Finance Manager Beau Belikoff, Engineering Manager Brian Runyen, Information Technology Manager Kris Stitt, Water Operations Manager Dan Perkins, Water Resources & Customer Service Manager Julie Smitherman

Guest(s): MW Attorney Mark Bartholomew, Rose Reeser with ACCESS, Phyllis Douglas with St. Vincent de Paul, Medford City Council Liaison Alternate Garrett West

3. Comments from the Audience

- Ms. Rose Reeser, representing ACCESS, expressed appreciation for Medford Water's longstanding support of community assistance programs, noting that Medford Water is the only local water utility with dedicated customer assistance funding. She reported that their 2025–2026 allocation was fully expended early and emphasized the growing need.
- Ms. Phyllis Douglas, representing St. Vincent de Paul, thanked the Board for over a decade of support, and reported that their \$5,000 allocation was fully spent by November 25, 2025. She noted increasing customer need, but fewer leak-repair referrals this year, and confirmed their willingness to continue assisting with leak-related cases.
- Water Resources & Customer Service Manager Julie Smitherman conveyed appreciation on behalf of Major Randy Mulch with the Salvation Army, who was unable to attend due to travel.

4. Written Communication

4.1 Letters from ACCESS, St. Vincent de Paul and The Salvation Army

Water Resources and Customer Service Manager Julie Smitherman presented the annual grant funding requests from ACCESS, St. Vincent de Paul, and The Salvation Army. For the 2025–2026 fiscal year, the agencies assisted approximately 88 households, benefiting an estimated 300 individuals. Both ACCESS and St. Vincent de Paul fully expended their allocations early, while the Salvation Army retained a modest remaining balance. The total request for the upcoming fiscal year is \$18,000, which is within the Commission's budgeted amount. Smitherman also noted ongoing development of the Customer Care Program, which will allow customers to make voluntary contributions to support assistance efforts.

Motion: Approve the Written Communications with stipulation that grant funds shall not be used for administrative overhead.

Moved by: Mr. Sjothun

Seconded by: Mr. Wright

Commissioners discussed administrative overhead included in one agency's request. Following discussion, the Board agreed that grant funds must be used exclusively for direct customer assistance, not agency overhead.

Roll Call: Commissioner Anderson, Dailey, Sjothun, and Wright voting yes. Commissioner Mylenek abstaining.

Motion carried and so ordered.

5. Consent Calendar

- 5.1 Approval or Correction of the Minutes of the Last Regular Meeting of June 3, 2026
- 5.2 Resolution No. 2029, A RESOLUTION Adopting the Proposed Modifications to the “Regulations Governing Water Service” Document, Effective July 1, 2026
- 5.3 Resolution No. 2030, A RESOLUTION Authorizing the General Manager of Medford Water to Execute on Behalf of the Board of Water Commissioners, a Payment to City County Insurance Services in the Amount of \$312,898.17 for Medford Water 's General Liability, Automotive, and Property Damage Insurance Premium for Fiscal Year 2026-2076
- 5.4 Resolution No. 2031, A RESOLUTION Providing for the Collection of a Proportionate Share of the Cost of Water Main Construction on Rainbow Drive From Vilas Road to approximately 513 Feet North of Vilas Road, From Property Owners Benefitting Thereby at the Time of Use of the Said Water Mains and Providing for the Payment of the Sums So Collected to Mast One, LLC, Installer of Said Water Mains
- 5.5 Resolution No. 2032, A RESOLUTION Providing for the Collection of a Proportionate Share of the Cost of Water Main Construction in Meadows Lane From Approximately 245 Feet West of the Intersection of Darlington Street and Meadows Lane Continuing 350 Feet West Terminating Near the South East Property Corner of Map Lot 37-2W-26CA TL-900, From Property Owners Benefitting Thereby at the Time of Use of the Said Water Mains and Providing for the Payment of the Sums So Collected to Orchard Glen South, LLC, Installer of Said Water Mains

Motion: Approve the Consent Calendar.

Moved by: Mr. Dailey

Seconded by: Mr. Sjothun

Roll Call: Commissioner Anderson, Mylenek, Sjothun, and Wright voting yes. Commissioner Dailey abstaining from Item 5.1 due to absence from the last regular meeting.

Motion carried and so ordered.

6. Items Removed from Consent Calendar

None.

7. Leadership Team Reports

- Brad Taylor, General Manager
 - Upcoming Board Schedule - July 1, Project Tour - No Meeting; July 15, Comprehensive Financial Management Plan Review; August 5, Water Distribution Operations at the Service Center; August 19 Capital Hill and Public Outreach Update.

8. Propositions and Remarks from the Commissioners

Commissioner Sjothun noted he would be absent from the July 1 board meeting. Commissioner Wright shared positive feedback he received from a contractor regarding recent coordination with Medford Water staff.

9. Adjourn

There being no further business, this meeting adjourned at 1:03 p.m. The proceedings were recorded and are on file along with the complete agenda of this meeting.


Amber Furu
Assistant Clerk of the Commission