



BOARD OF WATER COMMISSIONERS

MEETING MINUTES

Wednesday, August 19, 2026

Lausmann Annex - Room 151

200 S. Ivy Street, Medford, Oregon 97501

The regular meeting of the Medford Water Commission was called to order at 12:18 p.m. on the above date at the Lausmann Annex Room 151 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, HR Manager Tanya Haakinson, Engineering Manager Brian Runyen, Information Technology Manager Kris Stitt, Water Operations Manager Dan Perkins, Senior Capital & Special Project Manager Andy Huffman, Communication Coordinator Yvette Finstad, Engineering Intern Alex McMaster

Guest(s): Attorney Mark Bartholomew, Eagle Point Councilor Lena Beach, Builders Association of Southern Oregon Joey Minear, Shawn Koorn (HDR)*, Emma Maple* (Daily Courier) (*Via Zoom)

3. Comments from the Audience

Joey Minear of Builders Association of Southern Oregon spoke about the multi-year process developers navigate and how fees accumulate over time, noting the need for greater predictability in SDC adjustments to help maintain project affordability.

4. Written Communication

4.1 Letter from Builders Association of Southern Oregon regarding SDC Increases

Builders Association of Southern Oregon, Joey Minear submitted written comment by email regarding Medford Water's future SDC rate adjustments. The letter is attached in its entirety.

5. Public Hearings

5.1 Consider Resolution No. 2036, A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for Water Treatment and Transmission Facilities, to \$2,537.50 per Equivalent Residential Unit (ERU), Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective September 1, 2026

Information was provided on this SDC at the Study Session on May 6, 2026.

Public hearing was opened; no one spoke on this issue. Public hearing was closed.

Commissioners questioned the impact of approving the SDC increase without knowing how revenue would differ if the rate remained unchanged. Runyen explained that the revenue impact is not easily estimated because SDC collections fluctuate with development activity. Staff noted that the budget relies on historical averages, so keeping the SDC flat would not change this year's projections. Commissioner Anderson asked about the prior year's larger increase; staff explained this occurred because major capacity-related projects moved into the 10-year planning window, particularly in upper-level zones requiring additional reservoirs and pump stations. Commissioners expressed support for development paying for development and requested staff bring back an analysis of potential freeze options and associated revenue impacts for future consideration.

Motion: Approve Resolution 2036.

Moved by: Mr. Dailey **Seconded by: Mr. Sjothun**

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

Motion carried and so ordered.

- 5.2 Consider Resolution No. 2037, A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for the East Side High Level Area (ESHL) to \$16,135.98 per Gross Acre, Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective September 1, 2026

Information was provided on this SDC at the Study Session on May 6, 2026.

Public hearing was opened; no one spoke on this issue. Public hearing was closed.

Motion: Approve Resolution 2037.

Moved by: Mr. Dailey Seconded by: Mr. Wright

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

Motion carried and so ordered.

- 5.3 Consider Resolution No. 2038, A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for the Southwest High-Level Area (SWHL) to \$10,886.24 per Gross Acre, Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective September 1, 2026

Information was provided on this SDC at the Study Session on May 6, 2026.

Public hearing was opened; no one spoke on this issue. Public hearing was closed.

Motion: Approve Resolution 2038.

Moved by: Mr. Dailey Seconded by: Mr. Mylenek

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

Motion carried and so ordered.

6. Approval or Correction of the Minutes of the Last Regular Meeting of August 5, 2026

Motion: Approve the minutes of the last regular meeting as presented.

Moved by: Mr. Sjothun Seconded by: Mr. Wright

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

Motion carried and so ordered.

7. Leadership Team Reports

- Medford 2040 Vision Implementation Committee — Engineering Manager Brian Runyen and Water Resources & Customer Service Manager Julie Smitherman provided an update to City of Medford 2040 Vision Implementation Committee on the Water Management & Conservation Plan and Water System Master Plan. Under Section 25.2 of the Medford 2040 Vision & Action Plan, Medford Water serves as the lead partner responsible for developing a regional water management plan addressing long-term supply, conservation, preservation, and infrastructure needs.
- BRIC Grant Update — General Manager Brad Taylor reported that Oregon Office of Emergency Management (OEM) has completed all required environmental and cultural reviews and submitted additional information for Medford Water's Building Resilient Infrastructure and Communities (BRIC) grant. The application has advanced to FEMA's National review, with tentative approval expected in October 2026. Medford Water continues coordinating with Senators Wyden and Merkley, Representative Cliff Bentz, and the City of Grants Pass in support of the application. The BRIC award provides \$34.8 million to support major system-resilience projects, including the Capital Hill Reservoir, the Crater Lake Avenue Transmission Line, and the Conrad & Martin Pump Station improvements.

Motion: Direct staff to return with an analysis of SDC options.

Moved by: Mr. Sjothun Seconded by: Mr. Wright

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

Motion carried and so ordered.

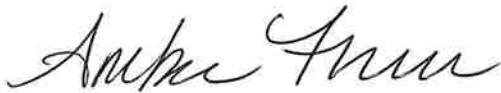
- Upcoming Board Schedule — September 2 - GFOA & ERP updates; September 16 - Raw water intake update at Duff WTP; October 7 - CIP updates and discussion of annual vs. biennial budget; October 21 - Tentative—Service Center water filling station options.

8. Propositions and Remarks from the Commissioners

Commissioners discussed the request for staff to prepare an analysis of potential SDC freeze options. They requested the review include the impacts of a one-year, two-year, and three- to five-year freeze, along with revenue implications, effects on capital project timing, and overall financial considerations. Commissioners also suggested including scenarios that evaluate SDC adjustments on a multi-year cycle instead of an annual cycle. Chair Anderson reported he had met with the City of Medford Mayor Zarosinski to discuss concerns regarding interpretation of the City Charter as it relates to Medford Water. He stated that both agreed an outside expert should be retained to review the charter and provide an independent legal opinion to clarify authority and resolve areas of ambiguity. Chair Anderson requested that the Water Commission's attorney coordinate with the City Attorney on selecting the outside counsel. Commissioners supported proceeding with the review.

9. Adjourn

There being no further business, this Commission meeting adjourned at 1:13 p.m. The proceedings of the Medford Water Commission meeting were recorded and are on file along with the complete agenda of this meeting.



Amber Furu
Assistant Clerk of the Commission