



BOARD OF WATER COMMISSIONERS MEETING MINUTES

Wednesday, January 21, 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 12:17 p.m. on the above date at Medford Police Department's Prescott Room, with the following commissioners, staff, and guests present:

Chair David Wright; Commissioners Jason Anderson, John Dailey, and Bob Strosser. Commissioner Bob Mylenek was absent.

General Manager Brad Taylor, Executive Administrative Assistant Amber Furu, Finance Manager Beau Belikoff, HR Manager Tanya Haakinson, Engineering Manager Brian Runyen, IT Manager Kris Stitt, Water Operations Manager Dan Perkins, Water Resources & Customer Service Manager Julie Smitherman, Watershed Coordinator Arlo Todd, Watershed Specialist Katie Baker

Guest(s): Attorney Mark Bartholomew, Medford City Council Alternate Liaison Garrett West, Eagle Point Mayor Kathy Sell, Eagle Point Councilor Lena Beach, Mike Smith

3. Comments from the Audience

Guests acknowledged included Lena Beach, Eagle Point City Council; Kathy Sell, Mayor of Eagle Point; and former Commissioner Mike Smith. No public comments were offered.

4. Approval or Correction of the Minutes of the Last Regular Meeting of December 17, 2025

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

Moved by: Mr. Dailey

Seconded by: Mr. Strosser

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

Motion carried and so ordered.

5. Resolution No. 2014, A RESOLUTION Authorizing an Exemption from Competitive Bidding, and Awarding and Authorizing the General Manager to Execute a Contract in the Amount of \$140,000.00 with Government Finance Officers Association for Enterprise Resource Planning Advisory Services

The current Enterprise Resource Planning (ERP) system, Microsoft Dynamics GP, will reach end-of-life in 2029, impacting core administrative functions. To support a successful transition, staff recommends awarding ERP advisory services to the Government Finance Officers Association (GFOA) through a direct award, exempting public solicitation. GFOA is a nonprofit, independent advisor with extensive experience assisting public-sector ERP projects, including peer water agencies. Phases I and II include planning, process improvement, procurement, and contract negotiation support at a cost not to exceed \$140,000. Optional Phase III services for implementation oversight and post-project review may be considered later at an additional \$180,000. Total ERP project costs are estimated at \$2.5 million over two to three years.

Commissioners asked about GFOA's role, experience, and the overall project scope. Staff confirmed GFOA is a nonprofit professional association acting as an independent advisor, not affiliated with vendors. Their services include process evaluation, RFP development, and vendor selection support, but they do not negotiate pricing directly. Questions also addressed membership benefits such as training and independent financial review, the cost and structure of project phases, and GFOA's experience with other municipalities. Staff noted the estimated total project cost of \$2.5 million over two to three years, compared to \$1.8 million for the previous ERP project in 2012, and explained that ongoing annual support costs are currently \$35,000 for ERP and \$80,000 for billing, with cloud solutions potentially increasing annual costs but reducing upfront investment.

Motion: Approve Resolution 2014.

Moved by: Mr. Dailey

Seconded by: Mr. Strosser

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

Motion carried and so ordered.

6. Leadership Team Reports

- Water Resources & Customer Service Manager Julie Smitherman
 - Watershed Coordinator Arlo Todd and Watershed Specialist Katie Baker provided an update on the Source Water Protection Program. The report highlighted progress since adoption of the resource protection plan in 2024, focusing on priorities such as spill and discharge prevention, improving water quality in Little Butte Creek, reducing wildfire risk, and increasing water availability in Big Butte Creek. Recent accomplishments included annual boom deployment drills, hazardous materials training with regional partners, and installation of new stream gauge equipment funded by an Oregon Water Resources Department grant. Additional updates covered Medford Water's appointment to the local advisory committee for agricultural water quality planning, collaboration with Jackson Soil and Water Conservation District on riparian and streambank restoration projects near Antelope Creek, and wildfire risk reduction efforts such as mechanical thinning and preparation for a cross-boundary underburn pilot project with the Forest Service under the Wyden Authority, supported by ODF grant funding. Also discussed was the Snowy Butte Restoration Project, which will treat approximately 27,000 acres within or adjacent to the Big Butte Springs protection area, and ecological restoration plans for degraded wetlands to improve summer base flows. Outreach efforts included Salmon Watch education programs and Source Water Protection Week activities.
- HR Manager Tanya Haakinson
 - The Board recognized Commissioner Bob Strosser on the occasion of his final meeting and the conclusion of his term. Staff and fellow commissioners expressed appreciation for his decades of public service and long-standing contributions to Medford Water, noting his leadership, support for staff, and commitment to the community. Comments highlighted his involvement in major initiatives, dedication to organizational integrity, and personal engagement with employees. A commemorative plaque and cards signed by staff were presented.
- General Manager Brad Taylor
 - Upcoming Board Schedule – February 4 – Water Efficiency Update; February 18 – SDC Primer

7. Propositions and Remarks from the Commissioners

Commissioner Strosser thanked the Board and staff, reflecting on his 25 years of service and expressing gratitude for the opportunity to contribute to the organization.

8. Adjourn

There being no further business, this meeting was 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