



# BOARD OF WATER COMMISSIONERS MEETING MINUTES

**Wednesday, May 1, 2024**

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 12:28 p.m. on the above date at Medford Police Department's Prescott Room, with the following commissioners, staff, and guests present:

Chair Bob Strosser; Commissioners Jason Anderson, John Dailey, Mike Smith, 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, Water Resources & Customer Service Manager Julie Smitherman

Guest(s): Attorney Mark Bartholomew, Shelby Snow\* (\*Via Zoom)

### **3. Comments from the Audience**

None.

### **4. Consent Calendar**

4.1 Approval or Correction of the Minutes of the Last Regular Meeting of April 17, 2024

4.2 Resolution No. 1931, A RESOLUTION Authorizing the Chair of the City of Medford, By and Through its Board of Water Commissioners to Execute a Quitclaim Deed Releasing All Right and Title to, and Interest in, the Easements Originally Recorded as Document #2022-024183 on August 3, 2022 and Re-Recorded as Document #2023-001090 on January 18, 2023, in the Official Records of the County Clerk's Office of Jackson County, Oregon, with Said Quitclaim Deed Having no Effect on the Easement Recorded as Document #2023-003899 on March 2, 2023 in the Official Records of the County Clerk's Office of Jackson County, Oregon

**Motion: Approve the Consent Calendar.**

**Moved by: Mr. Dailey**

**Seconded by: Mr. Wright**

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

**Motion carried and so ordered.**

### **5. Items Removed from Consent Calendar**

None.

### **6. Leadership Team Reports**

- Water Resources & Customer Service Manager Julie Smitherman
  - Watershed update – Precipitation at Big Butte Springs is 95% of normal and 102% of average in the Upper Rogue Watershed. Mountain snowpack is 108% of average. Springflows are higher than previous years enabling us to utilize two full pipes on April 17th. Willow lake is 100% full. Rogue River stream flows have decreased and are at 2,390 cfs and are 85% of normal. Lost Creek is 98% full. Climate predictions for May are showing above average temperatures with average precipitation expected.
  - The upcoming Big Butte Springs & Duff Tour is scheduled for May 22, 2024, from 9:00 a.m. to 4:00 p.m. Currently, 27 individuals have registered, leaving 20 seats available on the bus, with invitations extended to Partner Cities and the City of Medford. Commissioners and staff discussed Whiskey Springs, a campground under Medford Water's management, emphasizing its natural spring source emerging from the ground.

- Medford Water's second open house on the Capital Hill Reservoir Replacement Project, in conjunction with the City of Medford's Tower Relocation Project, will be held on June 4, 2024, at the Roxy Ann Grange from 6:00 p.m. to 7:30 p.m. The event will cover updates on both projects and include a poster board session; invitations were sent out on May 20th. Commissioner Dailey inquired about construction access, to which Smitherman clarified that Medford Water is actively coordinating with the city on this matter and will have staff available at the event to address any questions.
- WaterSmart Update – This week, we're adding the final touches to prepare for the launch of our new WaterSmart Portal, set to go live on Monday, May 6th.
- General Manager Brad Taylor
  - General Updates
    - River Zone Reservoir Property – The 40-day offer for the River Zone Reservoir Property was extended to the owners at the end of last week, aligning with the property's appraised value.
    - Water Right Sharing Agreement – During the second annual meeting, we discussed the coordination of water rights at the treatment plant, as outlined in our agreement with partner cities. The diligent efforts of our staff were instrumental in the preparation and overall success of the meeting.
    - Eagle Point Irrigation District Annual Agreement Update - Each year, we enter into an annual agreement with Eagle Point Irrigation District (EPID) regarding our coincident water rights. Our rights are on Big Butte Springs, while EPID's rights stem from a live flow water right on the south port of Big Butte Creek, both sharing the same priority date. This year, EPID has expressed some concerns in a letter regarding the agreement. Despite these concerns, our relationship with EPID remains positive, and our team is diligently preparing a response to address their points. We are committed to open communication and collaboration with EPID to resolve any differences and ensure the continued effectiveness of our water rights agreement.
    - Joint Study Session with City of Medford – Appreciation was extended to the Commissioners for prioritizing and representing our organization diligently in their efforts.
  - Upcoming Board Schedule – May 15 – Budget Part II; June 5 – Insurance/Rules and Regulations; June 19 – Purchasing Rules and Regulations

## 7. Propositions and Remarks from the Commissioners

Commissioners and staff participated in a joint study session with the Medford City Council on Thursday, April 25th. The following key topics were raised by the City: office and warehouse space settlement, charter and working relationship clarification, and project coordination. Collaboratively, Medford Water and City staff will compile information concerning office and warehouse space, which will then be supplied to the City Council and Commissioners for review. Commissioners Strosser and Anderson, alongside General Manager Brad Taylor and Legal Counsel Mark Bartholomew, have committed to a review of the Charter in order to help provide clarity to the City.

## 8. Adjourn

There being no further business, this meeting adjourned at 1:18 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