

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
December 21, 2021**

The second regular meeting of the month of December 2021 was held at the District Operations Building Conference Room with also an optional Remote GoToMeeting attendance option, 8000 NE 52nd Court, Vancouver, Washington on December 21, 2021. Commissioner Kimsey called the meeting to order at 7:00 AM.

Those in attendance were: Commissioners Norm Harker, Denny Kiggins and Neil Kimsey.

District Staff: John Peterson, Heath Henderson, Les MacDonald, Rich Ludlow, David Logan, and Kim Thur.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark, Leigh Potter, and Nikki Potter. City of Ridgefield: Mayor Don Stose and Councilor Lee Wells.

ADDITIONS & DELETIONS TO AGENDA: There were none.

COMMUNICATIONS: Items from the Audience – No one wished to provide testimony.

REPORTS: Board Members – Each Commissioner reported on their recent activities.

The Board requested to address item #2 under the General Manager's report at this time.

District General Manager/Organization Goal #23 Update: Accessory Dwelling Unit (ADU) Policy Review – Heath Henderson, Engineering Director, presented a summary of the research and staff's recommendation for modifying the District's ADU program. Following the presentation, the Board concurred with staff's recommendation to update the definition of an ADU, to charge 0.6 of an ERU for the monthly service fee for an ADU, and to only charge 0.6 of an ERU for the System Development Charge when a new lateral is installed. Further the Board agreed to apply a 3-year retroactivity to the ADU program once the new program is adopted. District staff will work with legal counsel to develop applicable Code changes. Staff anticipates having the Code changes effective March 1, 2022.

Leigh Potter thanked staff and the Board for listening and addressing his concerns.

Heath Henderson commended Les MacDonald and Katie Hall for their efforts in researching this matter and developing options for consideration.

Board Clerk: 2022 Board Member Delegations – Kim Thur reviewed the memo, noting the current delegations have been in effect since 2019. The Board determined to update the 2022 delegations by switching the current delegate and alternate roles. Staff will prepare an agenda

bill on the December 28, 2021 Consent Agenda incorporating the updates for the Board's approval.

2022 Board Meeting Conflicts – Ms. Thur reviewed the memo, noting that staff has found one conflict with District Board meetings and conferences/trainings scheduled in 2022: the Utility Management Conference scheduled for February 21-24 in Orlando, FL.

Commissioner Kiggins moved to cancel the February 22 Board meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

2022 Strategic Goals & Initiatives Update – Final Draft – John Peterson presented the final draft of the 2022 Strategic Goals & Initiatives Update to the Board. The Board concurred with the proposed goals and initiatives and requested the item be added to an upcoming Consent Agenda for action.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: No items to discuss

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 7:43 AM.

Secretary