

**Willamette Water Supply System Commission
Board Meeting Minutes
Thursday, November 7, 2019**

Commissioners present:

Tualatin Valley Water District (TVWD): Jim Duggan
Hillsboro: David Judah (alternate)
Beaverton: Denny Doyle

Committee Members present:

TVWD: Tom Hickmann, Management Committee
Carrie Pak, Operations Committee
Hillsboro: Eric Hielema, Operations Committee
Beaverton: David Donaldson, Management Committee
David Winship, Operations Committee

Managing Agency Staff present:

Dave Kraska, Willamette Water Supply Program (WWSP) Director; WWSS Commission General Manager
Joelle Bennett, WWSP Assistant Director
Bill Van Derveer, WWSP Manager
Clark Balfour, TVWD General Counsel
Marlys Mock, WWSP Communications Supervisor
Christopher Bowers, TVWD Water Operations and Asset Management Administrative Assistant
Faye Branton, WWSP Administrative Assistant; WWSS Commission Recorder

Other Attendees:

No members of the public were present.

CALL TO ORDER

Chairman Duggan called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:01 p.m.

1. GENERAL MANAGER'S REPORT

Mr. Kraska opened with a safety moment covering Safely Walking on Snow and Ice (*see presentation*), followed by the General Manager's report, which included an overview of the Approvals and Procurement Forecast; and updates on projects planning, permitting, and communications; design status of projects; and construction status of projects.

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

- A. Approve the October 3, 2019 regular meeting minutes.
- B. Approve the October 28, 2019 special meeting minutes.

Motion was made by Judah seconded by Doyle to approve the consent agenda as presented. The motion passed unanimously with Doyle, Duggan, and Judah, voting in favor.

4. BUSINESS AGENDA

- A. Consider adopting Resolution No. WWSS-10-19, a resolution approving an Intergovernmental Agreement with Washington County Land Use and Transportation to serve as a Master Agreement for Project Coordination. – *Staff Report – Dave Kraska*

Mr. Kraska presented the staff report requesting the Board's adoption of Resolution WWSS-10-19.

In response to Commissioner's questions, staff confirmed that Washington County will pay what they normally would pay. The additional administrative costs related to WIFIA compliance tracking will be covered by WWSS.

Staff also clarified that the road restoration costs referred to in the IGA date back to the 2016 Memorandum of Understanding (MOU) with Washington County related to the PLM_4.4 pipeline project. Per agreement with Washington County, WWSS will help fund specific road restoration work by aligning other WWSP projects with the County's. It is critical that we define what those funds are and separate them from WIFIA costs.

Motion was made by Doyle seconded by Judah to adopt Resolution No. WWSS-10-19, a resolution approving an Intergovernmental Agreement with Washington County Land Use and Transportation to serve as a Master Agreement for Project Coordination. The motion passed unanimously with Doyle, Duggan, and Judah, voting in favor.

In response to Commissioner's comment, staff clarified that, by adoption of Resolution WWSS-10-19, the Commission is directing legal staff to finalize this IGA for execution by the WWSS General Manager. No substantive changes are expected.

- B. Consider adopting Resolution No. WWSS-11-19, a resolution approving an Intergovernmental Agreement with Washington County for the Joint Design of PLM_4.4 at Roy Rogers Road from SW Borchers Drive to Chicken Creek. – *Staff Report – Dave Kraska*

Mr. Kraska presented the staff report requesting the Board's adoption of Resolution WWSS-11-19.

Motion was made by Doyle seconded by Judah to adopt Resolution No. WWSS-11-19, a resolution approving an Intergovernmental Agreement with Washington County for the Joint Design of PLM_4.4 at Roy Rogers Road from SW Borchers Drive to Chicken Creek. The motion passed unanimously with Doyle, Duggan, and Judah, voting in favor.

- C. Consider adopting Resolution No. WWSS-12-19, a resolution approving an amended and restated Intergovernmental Agreement with the City of Tigard for temporary water supply.
– *Staff Report – Dave Kraska*

Mr. Kraska presented the staff report requesting the Board’s adoption of Resolution WWSS-12-19.

Motion was made by Judah seconded by Doyle to adopt Resolution No. WWSS-12-19, a resolution approving an amended and restated Intergovernmental Agreement with the City of Tigard for temporary water supply. The motion passed unanimously with Doyle, Duggan, and Judah, voting in favor.

5. INFORMATION ITEMS

- A. Washington County Land Use and Transportation (WCLUT) Intergovernmental Agreements (IGA) Amendment Updates – *Joelle Bennett*
 - 1. WCLUT PLM_4.1 Design IGA Amendment 2
 - 2. WCLUT PLM_4.2 Design IGA Amendment 1
 - 3. WCLUT PLM_5.1 Construction IGA Amendment 1
 - 4. WCLUT PLW_1.2 Design IGA Amendment 1

- B. Other Planned December Business Agenda items – *Joelle Bennett*

Ms. Bennett presented information on anticipated business agenda items for the December 5, 2019 WWSS Commission Board meeting, including highlights of multiple Intergovernmental Agreements (IGAs) with Washington County; Permitting Support contract amendment; and Local Contract Review Board (LCRB).

In response to Commissioner’s question, staff briefly highlighted a history of Oregon’s competitive bidding statute. Staff and Commissioners confirmed they have not seen a challenge to competitive bidding exemptions over the last fifteen years.

- C. The next Board meeting is scheduled on December 5, 2019, at Tualatin Valley Water District Board Room.

6. COMMUNICATIONS AND NON-AGENDA ITEMS

- A. None scheduled.

ADJOURNMENT

There being no further business, Chairman Duggan adjourned the meeting at 12:33 p.m.

James Duggan, Chair

Denny Doyle, Vice Chair