

**Willamette Water Supply System Commission  
Board Meeting Minutes  
Thursday, July 2, 2020**

**Commissioners present:**

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

**Committee Members present:**

TVWD: Tom Hickmann, Management Committee  
Paul Matthews, Finance Committee  
Carrie Pak, Operations Committee  
City of Hillsboro: Niki Iverson, Management Committee  
Lee Lindsey, Finance Committee  
Eric Hielema, Operations Committee  
City of Beaverton: Chad Lynn, Management Committee  
David Winship, Operations Committee

**Managing Agency Administrative Staff present:**

Dave Kraska, Willamette Water Supply Program (WWSP) Director; WWSS Commission General Manager  
Joelle Bennett, WWSP Assistant Director  
Bill Van Derveer, WWSP Program Manager  
Clark Balfour, TVWD General Counsel  
Faye Branton, WWSP Administrative Assistant; WWSS Commission Recorder

**Other Attendees:**

Mike Britch, WWSP Engineering and Construction Manager  
Christina Walter, WWSP Permitting and Outreach Manager  
Joel Cary, TVWD Water Resources Division Manager  
Matt Oglesby, TVWD Asset Management Division Manager

**CALL TO ORDER**

Following a brief delay, due to technology issues, Chairman Duggan called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:03 p.m.

**ROLL CALL**

Ms. Branton administered the roll call and noted attendance.

**1. GENERAL MANAGER'S REPORT**

Mr. Kraska presented a safety minute covering heat illness prevention tips. *(presentation on file)*

The General Manager's report included an overview of etiquette for remote meetings; the Approvals and Procurement Forecast for June through August 2020; updates on projects planning, permitting, and

communications; and status updates on the design and construction of projects. The report also noted that all contractors are remaining in compliance with the Governor's Executive Order No. 20-12 regarding hygiene and social distancing.

## **2. PUBLIC COMMENT**

There were no public comments.

## **3. CONSENT AGENDA**

- A.** Approve the June 4, 2020 meeting minutes.

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

## **4. BUSINESS AGENDA**

- A.** Acting as the Local Contract Review Board (LCRB), consider adopting Resolution No. WWSS-12-20 declaring an exemption from competitive bidding for the RES\_1.0 Storage Reservoirs project (combined with the PLM\_5.3 pipeline project) and approving the Construction Manager/General Contractor (CM/GC) delivery method for construction.  
• *Staff Report – Mike Britch*

Mr. Britch presented the staff report requesting adoption of Resolution No. WWSS-12-20.  
(*presentation on file*)

In response to Commissioner's question, staff replied that the CM/GC delivery method is supported by the construction industry. WWSP's plan includes outreach to the contractor community and, although the construction market is presently busy, staff expects to have a sufficient number of capable and interested proposers.

Motion was made by Judah, seconded by Doyle, to adopt Resolution No. WWSS-12-20 declaring an exemption from competitive bidding for the RES\_1.0 Storage Reservoirs project (combined with the PLM\_5.3 pipeline project) and approve the Construction Manager/General Contractor (CM/GC) delivery method for construction. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

- B.** Consider adopting Resolution No. WWSS-13-20 approving an amendment to the WWSS Intergovernmental Agreement Exhibit 1 to update ownership on the North Transmission Line and South Transmission Line emergency connections, and complete other minor updates. • *Staff Report – Joelle Bennett*

Ms. Bennett presented the staff report requesting adoption of Resolution No. WWSS-13-20.

Motion was made by Doyle, seconded by Judah, to adopt Resolution No. WWSS-13-20 approving an amendment to the WWSS Intergovernmental Agreement Exhibit 1 to update ownership on the North Transmission Line and South Transmission Line emergency connections, and complete other minor updates. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

- C. Consider adopting Resolution No. WWSS-14-20, declaring public necessity to acquire permanent and temporary construction easements over, upon, under, and through real property for pipeline section PLM\_5.3 for the Willamette Water Supply System (WWSS).  
• *Staff Report – Joelle Bennett*

Ms. Bennett presented the staff report requesting adoption of Resolution No. WWSS-14-20.

Motion was made by Judah, seconded by Doyle, to adopt Resolution No. WWSS-14-20, declaring public necessity to acquire permanent and temporary construction easements over, upon, under, and through real property for pipeline section PLM\_5.3 for the Willamette Water Supply System (WWSS). The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

## **5. INFORMATION ITEMS**

- A. Planned August Business Agenda items • *Staff Report – Joelle Bennett*

Ms. Bennett presented information on anticipated business agenda items for the August 6, 2020 WWSS Commission Board meeting. Staff anticipates recommending approval of (1) PLM\_4.3 and PLM\_5.3 Supplemental Resolutions of Public Necessity, (2) PLW\_2.0 Resolution of Public Necessity, and (3) adding a City of Beaverton Hall Boulevard 16-inch pipeline to the COB\_1.0 project.

- B. The next Board meeting is scheduled on August 6, 2020, via dial-in conference.

## **6. COMMUNICATIONS AND NON-AGENDA ITEMS**

- A. Mr. Kraska called the Board's attention to the collection of approved documents that are awaiting Board Chair and Vice Chair signatures that have been accumulating since we began holding virtual Board meetings in April. Staff would like to establish a monthly signature process following Board meetings. Mr. Kraska offered suggestions and solicited Board feedback on how to proceed.

Commissioners Duggan and Doyle are amenable to executing documents at the WWSP office. Staff will coordinate with Commissioners and make arrangements that are convenient for them.

Commissioners thanked staff for a good meeting and wished everyone a safe July 4<sup>th</sup> holiday, emphasizing no illegal fireworks...anywhere!

## **ADJOURNMENT**

There being no further business, Chairman Duggan adjourned the meeting at 12:52p.m.

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James Duggan, Chair

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Denny Doyle, Vice Chair