

**Willamette Intake Facilities Commission
Board Meeting Minutes
July 26, 2021**

Attendance:

Commissioners present:

City of Beaverton:	Laura Mitchell
City of Hillsboro:	John Godsey
City of Sherwood:	Sean Garland
City of Tigard:	John Goodhouse
City of Wilsonville:	Kristin Akervall
Tualatin Valley Water District (TVWD):	Jim Doane

Committee members present:

City of Beaverton:	Chad Lynn
City of Hillsboro:	Niki Iverson Jessica Dorsey Lee Lindsey
City of Sherwood:	Craig Sheldon
City of Tigard:	<i>Not Available</i>
City of Wilsonville:	Delora Kerber
TVWD:	Tom Hickmann

Managing Agency staff present:

WIF Commission General Manager / Willamette Water Supply Program (WWSP) Director:	Dave Kraska
TVWD General Counsel:	Clark Balfour
WWSP Assistant Director:	Joelle Bennett
WWSP Permitting and Outreach Manager:	Christina Walter
WWSP Finance Manager:	Lisa Houghton
TVWD Water Resources Division Manager:	Joel Cary
WIF Commission Recorder / WWSP Executive Assistant:	Annette Rehms

Other Attendees:

Water Systems Consulting (now with Brown and Caldwell):	Holly Tichenor
Water Systems Consulting:	Susan Schlangen

REGULAR SESSION – 6:00 PM

CALL TO ORDER

Chairman Garland called the Willamette Intake Facilities (WIF) Commission meeting to order at 6:00 p.m.

ROLL CALL

Ms. Rehms administered the roll call and noted attendance.

EXECUTIVE SESSION ACTION

No follow-up discussion

1. GENERAL MANAGER'S REPORT

Mr. Kraska presented a safety minute on bug spray do's and don'ts. *(presentation on file)*

The General Manager's report included a FY2021-22 Annual Work Plan progress update; an update on an anticipated second Raw Water Facilities project tour for the WIF Commission focusing on construction activities occurring in September and October; and the quarterly financial report for the period ending June 30, 2021.

Upon discussion, the WIF Board Commissioners supports a second video tour and if possible, staff will extend an invite to those Board members who would like to participate in an in-person tour of the Raw Water Facility construction site.

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

A. Approve the April 26, 2021, meeting minutes.

Motion was made by Mitchell seconded by Doane, to approve the Consent Agenda as presented. The motion passed unanimously with Mitchell, Godsey, Garland, Goodhouse, Akervall, and Doane voting in favor.

4. BUSINESS AGENDA

A. Adopt the Willamette Intake Facilities Commission Mission, Vision, Values and Goals

Ms. Walter summarized the development of the WIF Mission, Vision, Values, and Goals (MVVG) since work began in September 2020. She highlighted the MVVG was designed to capture the identity of the WIF Commission purpose and to be used as an educational outreach tool. She explained that the development of the MVVG strategic framework will guide future WIF Commission planning, decision making, and budgeting in the areas of watershed planning, water rights stewardship, and facility operations. Additionally, this work is the foundation for building strong partnerships, collaborations, develop responsible and reliable facility operations, leverage influence, protect the watershed, and adapt to uncertainties.

In response to question, Ms. Kerber provided the Board with an overview of her experience serving as City of Wilsonville's member of the working group. She said it was a pleasurable experience even while meeting virtually due to COVID-19 restrictions. She said the WSC staff did an excellent job facilitating the workshops, providing each partner agency opportunities to provide comment, and fostered agreement between all partner agencies. Finally, she said she is proud of the final product and looking forward to how the information can be used to add clarity to the annual work plan, outreach, and help define WIF priorities.

Ms. Walter then introduced Water Systems Consulting (WSC) staff Holly Tichenor. Ms. Tichenor described that this was a very collaborative effort, the group set out to create the guiding statements with the intent that all voices be heard and aligned through shared goals. Ms. Tichenor walked the Board through the online version of the document that will be housed on the WIF Commission website. She highlighted that the final product is intended to be a functional document both for the WIF Commission in setting priorities and for people that want to know more about the WIF Commission itself. *(presentation on file)*

Commissioners thanked WSC staff and the working group staff for their work and for the value this brings to the WIF Commission.

Motion was made by Godsey, seconded by Mitchell, to adopt the Willamette Intake Facilities Commission Mission, Vision, Values, and Goals as presented. The motion passed unanimously with Mitchell, Godsey, Garland, Goodhouse, Akervall, and Doane voting in favor.

5. INFORMATION ITEMS

A. Semi-annual Update on the Willamette Water Supply Program Raw Water Facilities Project

Mr. Kraska presented a semi-annual update to include a reminder of the WIF-related elements of the Willamette Water Supply Program (WWSP) Raw Water Facilities project (RWF_1.0). He provided an overview of completed construction activities which included ground improvements; breakthrough of the 84" casing into the receiving shaft for the Willamette Water Supply System (WWSS) trenchless crossing of Arrowhead Creek; and the cut and cap of the existing Willamette River Water Treatment Plant pipe header and installation of WWSS raw water pump station header. He also provided an overview of current construction activities including the WWSS 66" pipeline installation; WIF Raw Water Pump Station seismic retrofit improvements; WWSS flowmeter vault; and coordination of in-water work, fiber conduit, and WWSS utility work. Finally, he provided a schedule update indicating Phase 1 work is scheduled to be complete in February of 2022 and Phase 2 is planned to start in September of 2022. *(presentation on file)*

B. Legislative Update

Mr. Cary provided a recap of the 2021 Oregon Legislative session which ended June 26 marking the end of the biennial "long session" and lead-up to the passage of a variety of bills and budget packages related to drinking water. He highlighted seven bills or packages which represent specific items that directly or indirectly relate to the WIF Commission's role in water supply stewardship and water quality protection. Finally, he said several of these bills will now generate the opportunity for continued collaboration and he will continue to be highly engaged in the Willamette basin activities. *(presentation on file)*

C. The next Board meeting is scheduled on October 25,2021, via Microsoft Teams

6. COMMUNICATIONS AND NON-AGENDA ITEMS

A. None scheduled.

ADJOURNMENT

There being no further questions or business, Chairman Garland adjourned the meeting at 6:55 p.m.

Sean Garland, Chair

John Goodhouse, Vice Chair