

**Willamette Water Supply System Commission
Board Meeting Minutes
Thursday, November 4, 2021**

Attendance:

Commissioners present:

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

Committee Members present:

City of Beaverton:	Chad Lynn David Winship
City of Hillsboro:	Niki Iverson Lee Lindsey Eric Hielema Jessica Dorsey
TVWD:	Tom Hickmann Carrie Pak

Managing Agency Staff present:

WWSS Commission General Manager / Willamette Water Supply Program (WWSP) Director	Dave Kraska
TVWD General Counsel	Clark Balfour
WWSP Assistant Director	Joelle Bennett
WWSP Program Manager	Bill Van Derveer
WWSP Engineering and Construction Manager	Mike Britch
WWSP Permitting and Outreach Manager	Christina Walter
WWSP Finance Manager	Toby LaFrance
WWSS Commission Recorder / WWSP Executive Assistant	Annette Rehms

Other Attendees present:

TVWD Asset Management Division Manager	Matt Oglesby
TVWD Water Resources Division Manager	Joel Cary
TVWD Engineering Division Manager	Nick Augustus
City of Hillsboro JWC Water Treatment Manager	Chris Wilson
City of Beaverton Assistant Finance Director	Susan Cole

REGULAR SESSION – 12:00 PM

CALL TO ORDER

Chairman Judah called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:01 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 smoke alarm maintenance. *(presentation on file)*

The General Manager's report included permitting and communications, design, construction, and steel market exposure updates as well as the delivery of the WWSS quarterly financial statement for the period ending September 30, 2021.

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

- A. Approve the October 7, 2021, meeting minutes.

Motion was made by Duggan, seconded by Beaty, to approve the Consent Agenda as presented. The motion passed unanimously with Beaty, Duggan, and Judah voting in favor.

4. BUSINESS AGENDA

- A. Adopt PLM_1.3 Resolution of Need (fourth supplemental approval)– *Joelle Bennett*

Ms. Bennett described the project location and reported that the project has progressed to the point where additional property requirements are known for construction as well as the long-term operation and maintenance of the pipeline. She explained the proposed resolution enables the WWSS Commission's agents, including the WWSP team, to begin negotiation with respective property interest holders, and authorizes the acquisition of the property interests by eminent domain, to the extent negotiations fail. Today's proposed resolution updates the declared real property needs for a temporary construction staging area. Estimated costs are included in the baseline budget. *(presentation on file)*

Motion was made by Beaty, seconded by Duggan, to adopt Resolution No. WWSS-26-21 declaring public necessity to acquire property interests over, upon, under, and through real property for pipeline section PLM_1.3 for the Willamette Water Supply System. The motion passed unanimously with Beaty, Duggan and Judah voting in favor.

- B. Adopt RES_1.0 WCLUT Grabhorn Road Realignment IGA – *Dave Kraska*

Mr. Kraska provided an overview of the Grabhorn Road realignment agreement for the joint Washington County Land Use and Transportation (WCLUT) and WWSS project located on the future Grabhorn Road/Stonecreek Drive realignment. He described the key concepts, requirement, and key terms for the agreement. There is no budgetary impact to WWSS from adopting the agreement. *(presentation on file)*

In answer to questions, staff said WCLUT is currently favoring the Alternative 1 road alignment.

Motion was made by Beaty, seconded by Duggan, to adopt Resolution WWSS-27-21 approving an Intergovernmental agreement between Washington County and the Willamette Water Supply System future Grabhorn Road/Stonecreek Drive realignment. The motion passed unanimously with Beaty, Duggan and Judah voting in favor.

C. Adopt PLM_4.4 WCLUT Construction IGA – *Mike Britch*

Mr. Britch provided an overview of the construction agreement for the joint WCLUT and WWSS project located on SW Roy Rogers Road – Borchers Drive to Chicken Creek. He described the estimated costs outlined in Exhibit 2 of the IGA which include Waterline Work; Construction Engineering Services; Mobilization; and Administration, Shared and Partnering IGA Restoration Costs. He reviewed the WCLUT Master Partnering IGA Road Restoration payment schedule for PLM_5.1, PLM_4.1, PLM_4.2, and PLM_4.4 and provided a cost comparison to the WWSS baseline budget, noting these estimated costs indicate a potential need to use Management Reserve funds. Exact costs are unknown until bids are received. Mr. Britch concluded by reiterating the benefits of partnering with Washington County on the project. (presentation on file)

Motion was made by Beaty, seconded by Duggan, to adopt Resolution WWSS-28-21 approving an Intergovernmental Agreement between Washington County and the Willamette Water Supply System Commission Joint Construction of PLM_4.4 SW Roy Rogers Road – Borchers Drive to Chicken Creek Project. The motion passed unanimously with Beaty, Duggan and Judah voting in favor.

5. INFORMATION ITEMS

A. Planned December Business Agenda Items – *Joelle Bennett*

Ms. Bennett presented information on business agenda items planned for the December 2, 2021, WWSS Commission Board meeting. Staff anticipates recommending approval of a CM/GC Contract Change for WTP_1.0 Tree Clearing.

B. The next Board meeting is scheduled on December 2, 2021, 12:00 PM via Microsoft Teams.

6. COMMUNICATIONS AND NON-AGENDA ITEMS

A. None scheduled.

ADJOURNMENT

There being no further business, Chairman Judah adjourned the meeting at 12:40 p.m.

David Judah, Chair

James Duggan, Vice Chair