

**Tualatin Valley Water District**



**BOARD OF COMMISSIONERS  
1850 SW 170th AVENUE  
BEAVERTON, OR 97006**

**NOVEMBER 16, 2011  
REGULAR MEETING - 7:00 PM**

**Listening devices are available upon request  
48 hours prior to the day of the meeting (503-642-1511)  
Streaming live at [www.tvwd.org](http://www.tvwd.org)  
Broadcast by TVCTV (at a later date)**

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**ALL VERBAL TESTIMONY IS ELECTRONICALLY RECORDED**

1. CALL TO ORDER – REGULAR MEETING
2. REPORTS BY THE CHIEF EXECUTIVE OFFICER AND MANAGEMENT STAFF
3. COMMISSIONER COMMUNICATION
  - 3.1 -Reports of Meetings Attended
  - 3.2 -Topics to be raised by the Commissioners
4. PUBLIC COMMENT:
 

**This time is set aside for persons wishing to address the Board on items on the Consent Agenda, and matters not on the Agenda. Additional public comment will be invited on agenda items as they are presented. Each participant is limited to five minutes, unless an extension is granted by the Board.**

CONSENT AGENDA: These items are considered to be routine and may be enacted in one motion without separate discussion. Any Board member may request that an item be removed by motion for discussion and separate action.

ITEMS REMOVED FOR SEPARATE DISCUSSION: Any items requested to be removed from the consent agenda for separate discussion, will be considered immediately after the Board of Commissioners have approved those items which do not need discussion.

5. CONSENT AGENDA ITEMS
  - 5.1 -Resolution 10-11 approving annexation of 3 acres of property on Portland Community College Campus into TVWD.....
  - 5.2 -Work Session Minutes of October 11, 2011 .....
  - 5.3 - Regular Meeting Minutes of October 27, 2011 .....

**BUSINESS AGENDA ITEMS:**

**Time will be set aside for public comment for each business item. Each participant is limited to five minutes unless the Board grants an extension, or the agenda item is noted for a specific amount of time for public comment.**

6. RESOLUTION 09-11 DECLARING SURPLUS PROPERTY FOR UNUSED EASEMENT FOR A METER ON WASHINGTON COUNTY SUPPLY LINE (MOTION).....
7. AUTHORIZE PURCHASE OF TOWN PROPERTY, SW KEMMER RD. (MOTION) .....
8. ADJOURNMENT

**TUALATIN VALLEY WATER DISTRICT  
REGULAR BOARD MEETING AGENDA ITEM**

**MEETING DATE: NOVEMBER 16, 2011**

**TITLE:** Resolution 10-11 Endorsement of annexation of the Portland Community College property located north of NW Springville Road and adjacent to NW 185<sup>th</sup> Avenue

**ITEM:** This item consists of Board endorsement of a proposed annexation of one parcel, 1N-1W-18 Tax Lot 304, into the TVWD service area. This parcel is part of Portland Community College's Rock Creek Campus and PCC has petitioned for annexation. This parcel is currently outside the Tualatin Valley Water District's service area boundary. Washington County has requested that Portland Community College (PCC) make all of their properties uniform in their service district designations. PCC has no plans to extend water service to this 3.00- acre parcel.

If approved by the TVWD Board, this resolution will be forwarded to the Washington County Board of Commissioners for their consideration of the proposed annexation.

**STAFF RECOMMENDATION:** Staff recommends approval of Resolution 10-11 endorsing annexation of the above described parcel.

**BUDGET IMPACT:** Approval of Resolution 10-11 provides no impact to the budget.

**ADDITIONAL INFORMATION:** Mark Knudson, Chief Engineer, 503-848-3027, [markk@tvwd.org](mailto:markk@tvwd.org), or Stewart Davis, Sr. Engineer, 503-848-3025, [stu@tvwd.org](mailto:stu@tvwd.org).

**ATTACHMENTS:** Resolution 10-11, Exhibit A- PCC letter dated October 27, 2011 requesting annexation and Exhibit B- Site Map

APPROVING MANAGERS INITIALS

CHIEF EXECUTIVE OFFICER	_____	HUMAN RESOURCES	N/A
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS	N/A
FINANCIAL SERVICES	N/A	CUSTOMER SERVICES	N/A
ENGINEERING SERV.	_____		

**BOARD ACTION:**

APPROVED \_\_\_\_\_  
DENIED \_\_\_\_\_

## RESOLUTION 10-11

### A RESOLUTION ENDORSING ANNEXATION OF PROPERTY CONSISTING OF ONE PARCEL: 1N-1W-18 TAX LOT 304

This matter is before the Board of Commissioners of the Tualatin Valley Water District, hereinafter referred as the Board; and

Whereas that:

- 1) Portland Community College (PCC) is the owner of a parcel known as Tax Lot 304, Section 18, T1N R1W, Willamette Meridian, such parcel being part of its Rock Creek Campus. PCC has petitioned to annex this parcel to the District; and
- 2) The Board is required by ORS 198.850 to endorse an annexation upon receiving the necessary consent in writing from the owner of the property a majority of the electors registered in the territory proposed to be annexed and written consent from owners of more than half the land in the territory to be annexed. See Exhibit A for petition to endorse annexation of the parcel.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TUALATIN VALLEY WATER DISTRICT AS FOLLOWS:

- 1) That the Board by this resolution endorses the proposed annexation of Tax Lot 304 shown on Assessor map Section 18 T1N R1W W.M. depicted on Exhibit B as the area to be annexed; and,
- 2) That the Secretary of the Board or Chief Executive Officer of the District is hereby directed to file this Resolution with the Board of County Commissioners of Washington County to enable annexation proceedings to proceed.

INTRODUCED AND ADOPTED THIS 16th DAY OF NOVEMBER 2011.

TUALATIN VALLEY WATER DISTRICT

BY: \_\_\_\_\_ BY: \_\_\_\_\_  
Richard Schmidt, President James Duggan, Secretary

**TUALATIN VALLEY WATER DISTRICT  
REGULAR BOARD MEETING AGENDA ITEM**

**MEETING DATE: NOVEMBER 16, 2011**

**TITLE:** Motion authorizing the Chief Executive Officer or his Designee to execute the necessary documents for purchase of property at 18755 SW Kemmer Road.

**ITEM:** The District requires property in this area for future use as a site for a reservoir, pump station, and/or aquifer storage and recovery (ASR) well. District staff has negotiated the proposed purchase of this 1.84 acre site. The property is currently vacant; however, the seller had made limited site improvements (paving and storm drainage) in anticipation of future construction of a private residence.

This property would provide significant potential benefit to the District given that it is located adjacent to the site of the District's existing Copper Mountain Reservoir and Pump Station. Future water system improvements at the site may include a reservoir, upgraded pump station and/or ASR facility. Such future improvements could be readily and efficiently incorporated into the water system given the proximity to the District's existing facilities.

The District has completed due diligence inspections and evaluations of the property; however, the District has yet to obtain a property survey. The survey has been ordered and is scheduled to be complete by November 21, 2011.

The Seller desires to complete the transaction as soon as possible; therefore, staff requests Board authorization of the proposed property purchase subject to completion of the property survey.

**STAFF RECOMMENDATION:** Approve a motion authorizing the Chief Executive Officer or his Designee to execute all necessary documents for purchase of the Town Property at 18755 SW Kemmer Road in fee simple upon completion of the property survey.

**BUDGET IMPACT:** Purchase price negotiated for the property is \$580,000.00 and is a budgeted item.

**ADDITIONAL INFORMATION:** Mark Knudson, 503-848-3027, [markk@tvwd.org](mailto:markk@tvwd.org), or Stu Davis, 503-848-3025, [stu@tvwd.org](mailto:stu@tvwd.org).

**ATTACHMENTS:** None

**APPROVING MANAGERS INITIALS:**

CHIEF EXECUTIVE OFFICER	_____	HUMAN RESOURCES	N/A
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS	N/A
FINANCIAL SERVICES	N/A	SUPPORT SERVICES	N/A
ENGINEERING SERVICES	_____		

**BOARD ACTION:**

APPROVED \_\_\_\_\_  
DENIED \_\_\_\_\_

**TUALATIN VALLEY WATER DISTRICT  
REGULAR BOARD MEETING AGENDA ITEM**

**MEETING DATE: NOVEMBER 16, 2011**

**TITLE:** Resolution 09-11 declaring an existing easement as “Surplus Property” and authorizing the Chief Executive Officer to execute a deed transferring the District’s interests.

**ITEM:** When the Washington County Supply Line was designed and constructed in the early 1980’s, the District obtained an easement from the property owner at 7400 SW Beaverton Hillsdale Highway for construction of a future meter vault. The meter vault was not constructed at the anticipated location; hence, the original easement has not been used since it was originally obtained in 1981. In addition, the District has no anticipated future need for the existing easement.

The proposed resolution would declare the existing easement as “Surplus Property” and authorizes the Chief Executive Officer or his Designee to execute a deed to transfer the District’s interest to the current owner of the underlying property as part of the transaction to obtain a new easement agreement with that owner.

**STAFF RECOMMENDATION:** Approval of Resolution 09-11 declaring “Surplus Property” and authorizing the Chief Executive Officer or his Designee to execute a deed to transfer the District’s interest.

**BUDGET IMPACT:** None.

**ADDITIONAL INFORMATION:** Mark Knudson, 503-848-3027, [markk@tvwd.org](mailto:markk@tvwd.org), or Stu Davis, 503-848-3025. [stu@tvwd.org](mailto:stu@tvwd.org).

**ATTACHMENTS:** Resolution 09-11, Site plan titled “WCSL Meter Vault”

**APPROVING MANAGERS INITIALS:**

CHIEF EXECUTIVE OFFICER _____		HUMAN RESOURCES	N/A
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS	N/A
FINANCIAL SERVICES	N/A	SUPPORT SERVICES	N/A
ENGINEERING SERVICES _____			

**BOARD ACTION:**

APPROVED \_\_\_\_\_  
DENIED \_\_\_\_\_

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