

Tualatin Valley Water District



BOARD OF COMMISSIONERS
1850 SW 170TH AVENUE
JANUARY 20, 2010
REGULAR MEETING MINUTES

Present: Commissioners: Richard Burke, Jim Doane, Jim Duggan, Marilyn McWilliams, Dick Schmidt

Management

Staff: Greg DiLoreto, Patty Rupp, Clark Balfour Todd Heidgerken, Mark Knudson, Brenda Lennox, Bernice Bagnall, Dale Fishback,

Staff: Tod Burton

Public: None

Note: Unless otherwise indicated, the words “Motion carried” mean the action of the Board of Commissioners was unanimous.

President Burke called the Regular meeting to order at 7:00 P.M.

REPORTS BY GENERAL MANAGER AND MANAGEMENT STAFF

General Manager DiLoreto announced that the District had recently been awarded the Outstanding Budget Presentation Award by the Government Finance Officers Association. He explained that this is a prestigious award and requires extensive work by Chief Financial Officer, Bernice Bagnall, and the Finance Department in order to complete the application. General Manager DiLoreto pointed out that the value of the award is that it recognizes the District’s budget book as a tool that could be easily understood by the District’s customers, and others.

Travel packets for the Board members attending the Special Districts of Oregon conference will be available to the Board after this meeting.

Registration for the American Water Works Association conference in June is now open. General Manager DiLoreto asked that interested Board members contact Executive Assistant, Patty Rupp.

General Manager DiLoreto explained that he did not have an update on the Tualatin Basin Water Supply Project as it is currently in the hands of the Bureau of Reclamation. Chief Engineer, Mark Knudson and a few of his staff members are working on the preliminary design of the raw water pipeline.

General Manager DiLoreto reminded the Board of the Awards Banquet on Saturday evening, January 30 at 6 p.m.

General Manager DiLoreto announced that there would not be Board Work Session in February.

Manager of Community and Intergovernmental Relations (OCIR), Todd Heidgerken, provided the department report and highlighted the activities within the department.

COMMISSIONERS REPORTS OF MEETINGS ATTENDED AND COMMISSIONER TOPICS

A report was given by each Commissioner of the meetings they attended during the month.

There were no topics raised by the Board members.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

CONSENT AGENDA

It was moved by Commissioner Duggan and seconded by Commissioner McWilliams to approve the consent agenda consisting Resolution 01-10, establishing Regular meetings of the Board for 2010 and the Regular Meeting Minutes of December 16, 2009. The motion carried.

RESOLUTION 02-10, ADOPTING THE INVESTMENT POLICY

Ms. Bagnall explained that the agenda item is housekeeping in nature. The current policy was approved by the Oregon Short Term Fund Board in April of 2009 and the District's Board of Commissioners, by Resolution 07-09, in May of 2009. Ms. Bagnall indicated that the District's finance staff conducts an annual review of the District's Investment Policy to ensure that it meets current portfolio management needs, and complies with the state statutory requirements. Ms. Bagnall explained that staff is not recommending any changes to the policy. It is a requirement that the policy be adopted annually whether or not there are changes. ORS 294.135 does require a policy be adopted annually if investments are made for maturities in excess of 18 months. The District does have a few investments that exceed 18 months, and are allowed under the current Investment Policy. Approval of Resolution 02-10 provides compliance with the statutory requirements of annual adoption.

Finance staff will continue to report monthly to the Board on the performance of the District's Investment Portfolio.

Seeing no discussion of the Board, President Burke then called for a motion to adopt Resolution 02-10 as described by Ms. Bagnall.

It was moved by Commissioner Duggan and seconded by Commissioner Schmidt to adopt Resolution 02-10, adopting the Investment Policy. The motion carried.

Commissioner Schmidt and the Board complimented Ms. Bagnall on the recent Outstanding Budget Presentation Award.

RESOLUTION 03-10, AMENDING SYSTEM DEVELOPMENT CHARGES, DECLARING EFFECTIVE DATE

General Manager DiLoreto explained that the District charges a System Development Charge (SDC) for all new development in order to pay for the share component of the District's infrastructure.

Mrs. Bagnall indicated that the District's System Development Charge (SDC) Resolution requires annual indexing of the charges during the five-year periods between formal revisions to SDC's, which are prepared in conjunction with updates to the District's water master plan, which is every five years. The District's System Development Charge (SDC) will decrease by 1.04% based on the change in the Seattle Construction Cost Index as published in the Engineering News Record.

Note: (The December 2008 Index was 8,738.00, the December 2009 index is 8,647.10. This change will decrease the SDC on a 5/8 x 3/4-inch meter by \$57 to \$5,481. In compliance with Section 5, and to allow sufficient time for customer notification, an effective date of March 1, 2010 is requested for the new schedule of SDC charges).

Commissioner Schmidt moved approval of Resolution 03-10, Amending System Development Charges and Declaring the Effective date of March 1, 2010. Commissioner Duggan seconded. The motion carried.

ADJOURNMENT

There being no further business, it was moved by Commissioner Doane and seconded by Commissioner McWilliams to adjourn the Regular Meeting at 7:35 p.m. The motion carried.

BOARD OF COMMISSIONERS
TUALATIN VALLEY WATER DISTRICT

BY _____ BY _____
Richard Burke, President Marilyn McWilliams, Secretary

Date Approved: February 17, 2010