

Tualatin Valley Water District



BOARD OF COMMISSIONERS
1850 SW 170th AVENUE
SEPTEMBER 15, 2010
REGULAR MEETING

Present: Commissioners: Richard Burke, Jim Doane, Jim Duggan, and Marilyn McWilliams (President Schmidt was out of town) As Vice-President, Marilyn McWilliams presided.

Management

Staff: Greg DiLoreto, Patty Rupp, Brenda Lennox, Dale Fishback, and Legal Counsel, Clark Balfour

Staff: Debbie Erickson

Public: Jon McWilliams

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

Vice President Marilyn McWilliams called the Regular Meeting to order at 7:03 p.m.

REPORTS BY CHIEF EXECUTIVE OFFICER AND MANAGEMENT STAFF

Chief Executive Officer (CEO), Greg DiLoreto, presented a plaque to Commissioner Burke from Metro thanking him for the three years spent on the Metropolitan Policy Advisory Committee (MPAC). Commissioner Burke indicated that his time spent with MPAC was educational and beneficial. He added that it was a pleasure and honor to have served.

CEO, DiLoreto reported that TVWD had recently been notified that the Tualatin Valley Water District is one of the healthiest employers in Oregon. This was sponsored by the Portland Business Journal. He explained that the award is based on the District’s Wellness Program. Forty employers were recognized, with seven of the employers being public agencies. A luncheon is scheduled on October 25, and a TVWD employee has been invited to attend.

A Board Work Session is scheduled for Tuesday, October 5 at 6:00 p.m. CEO DiLoreto explained that the District is insured through Special Districts of Oregon (Special Districts), and belongs to their insurance pool for liability coverage. Special Districts sends out a “Best Practices” survey annually before the renewal period to its participants. The survey is driven on a point system, which reflects discounts for the premium. One of the questions asks if staff reviews District employee policies with the Board. CEO DiLoreto indicated that this has not been completed therefore it will be the topic of the Work Session.

CEO, DiLoreto reported that he would be out of town on September 16 –21 attending a summit on the topic of future trends in the water industry.

There was no departmental report given by staff.

REPORTS OF MEETINGS ATTENDED AND COMMISSIONER TOPICS

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

There were no topics raised.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There were no comments from the public.

CONSENT AGENDA

It was moved by Commissioner Burke and seconded by Commissioner Duggan to approve the consent agenda consisting of the Approval of the General Manager's Contract for 2010-2011, and the Regular Meeting of August 11, 2010. The motion carried.

RESOLUTION 08-10, IN THE MATTER OF AMENDING THE TITLE OF GENERAL MANAGER TO CHIEF EXECUTIVE OFFICER

Legal Counsel, Clark Balfour, indicated that from recent discussions, and considering the complexity of the position and the size of the District with a population of 200,000, the title of General Manager is not fully descriptive of the responsibilities of the position. Staff recommends that the Board amend the title of General Manager to Chief Executive Officer by adopting Resolution 08-10.

It was moved by Commissioner Burke and seconded by Commissioner Doane to adopt Resolution 08-10, in the matter of amending the title of General Manager to Chief Executive Officer. Motion carried.

ADOPTION OF 2010-2011 ORGANIZATIONAL OBJECTIVES AND TARGETED TASKS

Manager of the Office of Community and Intergovernmental Relations, Todd Heidgerken, provided the staff report. Mr. Heidgerken facilitated the September 7 Work Session since CEO DiLoreto was out of town on business.

Mr. Heidgerken described the annual review with the Board of the Goals, Organizational Objectives and Targeted Tasks as an important tool that helps to implement the budgeting, provides direction to staff and provides detail with respect to Board feedback in order to meet the objectives. He pointed out that the review process is significant in terms of how staff measures the Board's expectations. Staff recommends that the Board move to approve the 2010-11 Organizational Objectives and Targeted Tasks.

It was moved by Commissioner Burke and seconded by Commissioner Doane to approve the 2010-11 Organizational Objectives and Targeted Tasks.

Vice-President McWilliams said that it is good to be moving forward with new objectives. She then called for the vote. The motion carried.

LINKING INFORMATION REGARDING LEGAL GOVERNMENT BOND AND LEVY BALLOT MEASURES WITH TVWD'S SERVICE AREA ON THE TVWD WEBSITE

CEO, DiLoreto gave the floor to Mr. Heidgerken who provided the staff report.

Mr. Heidgerken referred to a memorandum (memo) that had been sent to the Board earlier in the day. He explained the research that had been done since the September 7 Work Session where the Board discussed this topic.

During that meeting, the Board expressed interest in providing links to information regarding local government bond and levy ballot measures on the TVWD website. The Board had previously provided direction that no information should be included with TVWD mailings or publications however, the topic of providing links to information on the TVWD website was something the Board was interested in discussing.

The memo covered specific restrictions on political campaigning and refers to ORS 260.432 as well as further guidelines that are issued by the Oregon Secretary of State Elections Division. Mr. Heidgerken referred to the suggested criteria on page 2 of the memo.

Commissioner Doane suggested that the District link only to the Washington County Elections website, since this would be considered a neutral approach.

Commissioner Burke indicated that he would support the District providing a link to the Washington County Elections website, but nothing further. He explained that this is a matter of perception. He indicated that he felt very strongly that the District should remain neutral and unbiased. The District should stay with its mission of providing water.

Vice-President McWilliams asked for clarification of the types of information that would be available on the website, if the Board were to approve Option 1. Mr. Heidgerken replied that the intent is to stay generic.

Commissioner Duggan indicated that he agreed with Commissioner Burke and the Board's comments. He indicated that he would support Option 1.

CEO, DiLoreto, indicated that a motion is needed to solidify the Board's approach. Staff would draft a formal policy for adoption by the Board at a later date.

It was moved by Commissioner Burke and seconded by Commissioner Doane to adopt the approach named on page two of the staff's memo dated September 15; Awareness of a Specific Measure Approach, Option 1. The motion carried.

ADJOURNMENT

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

BOARD OF COMMISSIONERS
TUALATIN VALLEY WATER DISTRICT

BY _____ BY _____
Marilyn McWilliams, Vice President Secretary, James Duggan

Date Approved: _____