

Tualatin Valley Water District



BOARD OF COMMISSIONERS
1850 SW 170th AVENUE
REGULAR MEETING MINUTES
DECEMBER 19, 2012

Present:

Commissioners: Dick Schmidt, Jim Duggan Jim Doane, and Marilyn McWilliams
(Commissioner Richard Burke was absent)

Management

Staff: Greg DiLoreto, Mark Knudson, Patty Rupp, Todd Heidgerken, Dale Fishback,
Brenda Lennox, and Paul Matthews

Staff: Monte Carstens

Legal Counsel: Clark Balfour

Public: Julie Desimone, CPA, and Keith Simovic, CPA, both with Moss Adams LLP,
Roger Dawes with OMFOA

Note: Unless otherwise indicated the term “Motion carried” means the action of the
Board of Commissioners was unanimous.

President Schmidt called the Regular meeting of the Tualatin Valley Water District (TVWD)
Board of Commissioners to order at 7:00 p.m.

REPORTS BY CHIEF EXECUTIVE OFFICER AND MANAGEMENT STAFF

Chief Executive Officer, Greg DiLoreto, announced that the holiday luncheon is scheduled for
December 20 at noon. He encouraged the Board members to attend.

The annual TVWD awards banquet is scheduled for January 26, 2013. Invitations will be sent to
the Board for this event.

Mr. DiLoreto announced several conferences coming up that the Board may be interested in. He
asked to Board to contact Executive Assistant, Patty Rupp, for registration and details.

- The Special Districts of Oregon (SDAO) conference, February 8-10. The conference will
be held in Portland.
- The American Water Works Association (AWWA) Pacific Northwest Section (PNWS)
Annual Conference, May 8-10 in Spokane.
- The AWWA Annual Conference, June 9-13 in Denver.

Manager of Customer and Support Services, Brenda Lennox, introduced Field Customer Service
Representative, Monte Carstens, who provided a presentation on the topic of Automated Meter
Reading otherwise known as AMR. Commissioner Doane complimented staff on their attention
to detail in terms of colors used on the mapping. He explained that he is colorblind and the
appropriate colors ease the uncertainty.

REPORTS OF MEETINGS ATTENDED AND COMMISSIONER TOPICS

A report was given by each Board member of meetings they attended for the month.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There was no public present.

CONSENT AGENDA

It was moved by Commissioner Doane and seconded by Commissioner McWilliams to approve the consent agenda consisting of the Schedule of Regular Meeting Dates for Calendar year 2013 and the month of January 2014, Sale of Surplus Property, Work Session minutes of November 8, and the Regular meeting minutes of November 20, 2012. The motion carried.

GOVERNMENT FINANCE OFFICERS ASSOCIATION AWARD OF EXCELLENCE IN FINANCIAL REPORTING FOR THE PREVIOUS YEAR'S COMPREHENSIVE ANNUAL REPORT (CAFR); CAFR PRESENTATION FOR THE YEAR ENDED JUNE 30, 2012

Chief Financial Officer, Paul Matthews, introduced Roger Dawes, President Elect of the Oregon Municipal Finance Officers Association. On behalf of the Government Finance Officers Association, Mr. Dawes addressed the Board and presented the Certificate of Achievement of Excellence in Financial Reporting for the year 2011 to President Schmidt. Mr. Dawes pointed out that this is the 22nd consecutive year that TVWD had received the Certificate of Achievement. Mr. Matthews provided recognition to Bob Shields, Accounting Supervisor, for the substantial amount of work that is necessary to complete the application.

Mr. Matthews then introduced Julie Desimone, CPA and partner, and Keith Simovic, CPA with the auditing firm, Moss Adams LLP. Ms. Desimone provided an overview and highlights of the audit. She described the audit as "clean" or unqualified, as of June 30, 2012 in all material respects, and in conformity with the generally accepted accounting principles. TVWD has complied with Oregon budget law and other statutory and contractual provisions. Ms. Desimone also provided an overview of the many upcoming changes to the accepted accounting principles that could be challenging for the next audit.

Mr. Matthews said that staff's recommendation to the Board is to move acceptance of the CAFR for the Year Ended June 30, 2012, and separately the Board accepts the GFOA Award of Excellence in Financial Reporting for the previous year's CAFR.

Ms. Desimone clarified accounting terms such as "unqualified opinion". She also explained that the audit focused on internal controls, which are a significant part of the audit process.

It was moved by Commissioner McWilliams and seconded by Commissioner Duggan to accept the CAFR for the Year Ended June 30, 2012, and accept the GFOA Award of Excellence in Financial Reporting for the previous year's CAFR. The motion carried.

APPOINTMENT OF TVWD JOINT WATER COMMISSION (JWC) REPRESENTATIVE TO THE JWC BOARD AND WILLAMETTE RIVER WATER COALITION BOARD (WRWC)

Mr. DiLoreto explained that President Schmidt had requested to appoint Commissioner McWilliams as one of the three TVWD JWC representatives to replace Commissioner Doane.

Commissioner McWilliams is the TVWD representative to WRWC. The WRWC Board calls for one representative from each participating agency with an alternate. President Schmidt is also recommending that Commissioner Doane be appointed as the alternate to the WRWC Board. Commissioner Burke is the current alternate, and has agreed to allow Commissioner Doane to take his place as the alternate.

It was moved by Commissioner Duggan to approve the appointments as described by Mr. DiLoreto. Commissioner Doane seconded the motion. The motion carried.

ADOPTION OF DISTRICT DESIRED RESULTS AND KEY INITIATIVES FOR 2013-2015

Manager of the Office of Community and Intergovernmental Relations, Todd Heidgerken, provided the staff report. He explained that at the December 4 Board Work Session, Commissioners reviewed these Desired Results and Key Initiatives as proposed by staff for the upcoming 2013-15 biennium. Minor wording changes were made at the request of the Board members. The revised document is on page 49 of the agenda packet.

It was moved by Commissioner Duggan and seconded by Commissioner McWilliams to adopt the District Desired Results and Key Initiatives for 2013-15. The motion carried.

ADJOURNMENT

There being no further business, and without objection, President Schmidt adjourned the meeting at 7:45 p.m. The motion carried.

BOARD OF COMMISSIONERS
TUALATIN VALLEY WATER DISTRICT

BY _____ BY _____
President, Dick Schmidt Secretary, James Doane

Date Approved: January 16, 2013