

# Tualatin Valley Water District



BOARD OF COMMISSIONERS  
1850 SW 170th AVENUE  
BOARD WORK SESSION  
DECEMBER 4, 2012  
6 PM

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

Management

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

Staff: Cheryl Welch

President Schmidt called the Work Session to order at 6:00 p.m.

## **DISTRICT LANDSCAPE MAINTENANCE GUIDELINES** (Memorandum attached)

Manager of Operations, Dale Fishback, presented an overview of Tualatin Valley Water District's (TVWD) landscape maintenance practices and described its complexities at various District facilities. He explained that the proposed guidelines for landscape maintenance at District facilities are intended to formalize landscape maintenance as well as aid in establishing a proposed budget for landscape maintenance. He indicated that maintenance efforts would be updated as needed.

Commissioner McWilliams stated that the three guidelines are prudent and logical.

## **DISTRICT DESIRED RESULTS AND KEY INITIATIVES FOR 2013-2015** (Documents attached)

Strategic Planning Coordinator, Cheryl Welch, provided an overview of the history of TVWD's strategic process. She explained five major desired results that District staff have identified, including key initiatives and projects for the next biennium within each of the desired results.

Ms. Welch reported that the Strategic Core Team (SCT) met in June 2012 to refine the District's Vision, Mission and Values to identify and develop responses to significant trends seen in the water industry. She noted the SCT includes two commissioners, Dick Schmidt and Jim Doane, Chief Executive Officer, Greg DiLoreto, department managers and coordinators for the District's I.T., Strategic Planning, Safety, and Risk Management programs. She noted that SCT approved reformatting Goals, Objectives and Targeted Tasks into Desired Results and Key Initiatives, an approach that better connects the elements and provides tools and timelines for review and updating.

Ms. Welch reviewed the attached document, which details five major results desired by TVWD on an organizational level. She stated that each Desired Result is broken down into three key initiatives and then further drilled down to significant projects for the next biennium.

A general discussion took place between the Board and staff. Ms. Welch requested the Board's feedback for possible further revision if needed. She indicated that suggestions made tonight would be incorporated into this report and revisited at the December 19, 2012 Board meeting for Board approval.

ADJOURNMENT

Without objection, President Schmidt adjourned the meeting at 6:45 p.m.

BOARD OF COMMISSIONERS  
TUALATIN VALLEY WATER DISTRICT

BY: \_\_\_\_\_  
Dick Schmidt, President

BY: \_\_\_\_\_  
James Doane, Secretary

Date Approved: January 16, 2013