

Tualatin Valley Water District



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

**MARCH 20, 2013
REGULAR MEETING - 7:00 PM**

**"AMENDED AGENDA"
ITEM # 6, TIME CERTAIN – 7:10 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
Broadcast by TVCTV (at a later date)**

- 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 Business 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. Should three citizens testify on the same topic, each participant will be limited to three minutes.

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 require discussion.

- 5. CONSENT AGENDA ITEMS**
 - 5.1 - Work Session Minutes of February 5, 2013
 - 5.2 - Regular Meeting Minutes of February 20, 2013

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. (TIME CERTAIN 7:10 PM) – “AMENDED” ACCEPTANCE OF LETTER OF RETIREMENT FROM CHIEF EXECUTIVE OFFICER (MOTION TO ACCEPT).....

7. ADJOURNMENT

**TUALATIN VALLEY WATER DISTRICT
BOARD AGENDA ITEM
“AMENDED”**

MEETING DATE: MARCH 20, 2013

TITLE: ACCEPTANCE OF LETTER OF RETIREMENT FROM CHIEF EXECUTIVE OFFICER

ITEM: On March 5, 2013, the Chief Executive Officer (CEO), Greg DiLoreto, submitted a letter stating his intention to retire, effective October 31, 2013. However, Mr. DiLoreto has recently learned that potential changes to the Oregon Public Employees Retirement System will significantly affect his pension. As a result, a revised letter is attached. Under the terms of the CEO’s contract with the Board, he must give a 90 day notice of separation of employment. In order to comply with those terms, the CEO asks the Board to waive the 90 day requirement and proposes to work hourly for the District until his retirement.

STAFF RECOMMENDATION: Move to approve acceptance of the Letter of Retirement from the CEO, Mr. DiLoreto; waive the 90 day notice of separation requirement; and authorize the Human Resources Director to amend the CEO’s contract to an hourly basis effective, April 1, 2013.

BUDGET IMPACT: N/A

ADDITIONAL INFORMATION: Greg DiLoreto, (503) 848-3032, greg@tvwd.org

ATTACHMENTS: Retirement Letter

APPROVING MANAGERS INITIALS:

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

BOARD ACTION:

APPROVED _____
DENIED _____

March 20, 2013

President Dick Schmidt
Tualatin Valley Water District Board of Commissioners
1850 SW 170th Ave.
Beaverton, OR 97006

Re: Chief Executive Officer - Revised Retirement Letter

Dear President Schmidt and Members of the Board,

At the Board work session of March 5, 2013, I delivered to you my letter of retirement effective October 31, 2013. During the oral part of my comments, I noted that due to potential changes in the Oregon Public Employees Retirement System (PERS) as a result of proposed legislation, it may be necessary for me to break service from PERS before October 31st. I could still fulfill my obligation to the District by working hourly.

As a result of these significant potential impacts to my pension I must break service with PERS effective March 31, 2013. I apologize for this approach, however circumstances beyond my control have caused me to take this action.

There are a number of things left for me to do to see the District through until my successor has been chosen, which is expected to be around the end of May. These include: completion of the 2013-15 budget; the long-term water supply decision; and the selection of the new CEO; in addition to the regular transfer of duties. Therefore, I ask for a waiver to the 90-day notice rule in my employment agreement relative to a salaried position, and I propose that I continue employment hourly with the District. I am willing to continue this arrangement until my proposed retirement date of October 31, 2013. However, as I reviewed the remaining work, together with the fact that you will have selected a new CEO by the end of May, it seems that a full retirement date of June 30, 2013 would work best for the District. In the unlikely event that you are unable to select someone by the end of May, I would continue on until such time as you have a new CEO and a suitable transition period.

I appreciate the Board's understanding of the position I am in. Your leadership, for the past 14 years that I have been with the District, has been visionary. We are an award-winning organization that I continually brag about as I travel around the country. People know about TVWD and what a great water utility we are and in my opinion it is because of your leadership. That leadership leads to a great and dedicated staff, one I am proud to have been its CEO. I know that when I leave this great organization it will continue its award winning ways.

In the future, please do not hesitate to call upon me should the need arise.

Sincerely,

Gregory E. DiLoreto
Chief Executive Officer

Cc: Amy Heinlen