



TUALATIN VALLEY
WATER DISTRICT

TVWD BOARD OF COMMISSIONERS

President Todd Sanders, PhD | Vice President Carl Fisher

Secretary Jim Doane, PE | Treasurer Elliot Lisac | Acting Secretary Elliot Lisac

Board Work Session Agenda

August 1, 2023

WORK SESSION – 6:30 PM – TVWD HEADQUARTERS

CALL TO ORDER

ANNOUNCEMENTS

DISCUSSION ITEMS

- A. Willamette Water Supply System Commission Update. *Staff Report – David Kraska, P.E. Willamette Water Supply Program Director*

ADJOURNMENT

If you wish to attend this meeting remotely or in person, please email sam.kaufmann@tvwd.org or call 503-848-3094 by 4:30 p.m. on August 1, 2023.

The meeting is accessible to persons with disabilities and those who need qualified bilingual interpreters. A request for an interpreter for the hearing impaired, a bilingual interpreter or for other accommodations should be made at least 72 hours before the meeting to the contact listed above.

For online meeting information, Commissioner bios and more, visit tvwd.org.



TUALATIN VALLEY

WATER DISTRICT

Date: August 1, 2023
To: Board of Commissioners
From: David Kraska, P.E., Willamette Water Supply Program Director
Subject: Willamette Water Supply System Commission Update

Key Concepts:

The purpose of this regular presentation is to update the TVWD Board on the current activities of the Willamette Water Supply System (WWSS) Commission. Since the TVWD Board has one representative on the WWSS Commission Board, these reports provide a means of keeping the other TVWD Board members current on relevant information. The topics of this month's update are:

- A. Review the August 2023 WWSS Commission Board Meeting agenda
- B. Review the Approvals and Procurements Forecast
- C. Update on Willamette Water Supply Program (WWSP) activities

Background:

The August WWSS Commission Board meeting will be held on August 3, 2023, and the agenda for that meeting is attached to this staff report. There is one item on the Business Agenda:

- A. Approve Communications and Outreach Service Contract Amendment

There are two informational items on the August agenda: 1) a summary of the planned October Business Agenda items, and 2) a notice regarding the next regular Board meeting scheduled for October 5, 2023.

The Approvals and Procurements Forecast (Forecast) is a WWSP tool that summarizes recent decisions made, and previews decisions and approvals that are coming up in the next three months. The Forecast is divided along the various types of approvals and procurements that occur on the WWSP and the different approval levels: Program Director, WWSS Committees, and WWSS Board. At the August TVWD Board work session, we will present a review of the current Forecast that covers the months of June through October 2023.

There are fourteen projects in construction and we are continuing to make progress on other priorities including preparing for commissioning and startup of the new system. At the August TVWD Board work session, we will provide an update on our project delivery progress and on our active construction projects.

Budget Impact:

Informational item only. There are no budget impacts from this staff report. All items discussed in this report are included in WWSP Baseline 8.1 budget.

Staff Contact Information:

David Kraska, P.E.; WWSS Commission General Manager; 503-941-4561; david.kraska@tvwd.org

Attachments:

WWSS Commission August 2023 Board Meeting Agenda
WWSP Approvals and Procurements Forecast



Leadership Team Initials:

Chief Executive Officer	RH	Customer Service Manager	N/A
Chief Engineer	N/A	IT Services Director	N/A
Chief Financial Officer	N/A	Human Resources Director	N/A
General Counsel	N/A	Water Supply Program Director	DS



**Willamette Water Supply System Commission
Board Meeting Agenda
Thursday, August 3, 2023 | 12:00 – 1:30 PM
Microsoft Teams Meeting**

This meeting will not be held at a physical location. If you wish to attend and need dial-in information, please contact annette.rehms@tvwd.org or call 971-222-5957 by 10:00 a.m. on August 3, 2023.

If you wish to address the WWSS Board, please request the Public Comment Form and return it 48 hours prior to the day of the meeting.

The meeting is accessible to persons with disabilities and those who need qualified bilingual interpreters. A request for an interpreter for the hearing impaired, a bilingual interpreter or for other accommodations should be made at least 72 hours before the meeting to the contact listed above.

Executive Session – 11:30 PM

An executive session of the Board is called under ORS 192.60 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions, ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection and ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

REGULAR SESSION – 12:00 PM

CALL TO ORDER

1. GENERAL MANAGER'S REPORT – David Kraska

Brief presentation on current activities relative to the WWSS Commission

2. PUBLIC COMMENT

This time is set aside for persons wishing to address the Board on items on the Consent Agenda, as well as matters not on the agenda. Additional public comment will be invited on agenda items as they are presented. Each person is limited to five minutes unless an extension is granted by the Board. Should three or more people testify on the same topic, each person will be limited to three minutes.

3. CONSENT AGENDA

These items are considered to be routine and may be approved in one motion without separate discussion. Any Board member may request that an item be removed by motion for discussion and separate action. Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Board has approved those items which do not require discussion.

- A. Approve the June 1, 2023 meeting minutes

4. BUSINESS AGENDA

- A. Approve Communication and Outreach Service Contract Amendment – *Christina Walter*

5. INFORMATION ITEMS

- A. Planned October Business Agenda items – *Joelle Bennett*
- B. The next Board Meeting is scheduled on October 5, 2023, via Microsoft Teams

6. COMMUNICATIONS AND NON-AGENDA ITEMS

- A. None scheduled

ADJOURNMENT

Approvals and Procurement Forecast: June through October 2023

This report provides a four-month projection of (1) forthcoming actions under the WWSS Management Authority Matrix and (2) ongoing and forthcoming procurements.

a = Actual date
 e = Email approval
 FC = Finance Committee
 LCRB = Local Contract Review Board
 MC = Management Committee
 N/A = Not applicable
 OC = Operations Committee

Rec. = Recommendation
 t = Tentative date
 TBD = To be determined; sufficient information not available to project a date
 Note: Dates in **red text** indicate meetings needed outside the normal meeting schedule

Type	Description	Projected Action	Body/Position (projected action date)		
			Program Director	WWSS Committees	WWSS Board
Program Baseline or Related Plans (above Program Director's Authority)	1. None	Approve	N/A	N/A	N/A
		Execute	N/A	N/A	N/A
Real Estate	2. None	Approve	N/A	N/A	N/A
IGAs, MOUs, Permit Commitments, & Similar Agreements	3. DCS_1.0 Sherwood Broadband Services IGA	Approve	N/A	MC: 3/18/2021 a	4/1/2021 a
		Execute	6/7/2023 a	N/A	N/A
	4. Ground Lease for Raw Water Pipeline, Amendment No. 2	Approve	N/A	MC: 5/18/2023 a	6/1/2023 a
		Execute	6/8/2023 a	N/A	N/A
	5. WTP_1.0 Financial Assurance for Sherwood Public Improvements	Approve	N/A	MC: 7/20/2023 t	8/3/2023 t
		Execute	8/3/2023 t	N/A	N/A
Contracts (above Program Director's Authority)	6. None	Approve	N/A	N/A	N/A
Contract Amendments and Change Orders (above Program Director's Authority)	7. WWSP Program and Construction Management Services FY 2024 Annual Work Plan	Approve	N/A	5/18/2023 a	6/1/2023 a
		Execute	6/2/2023 a	N/A	N/A
	8. Public outreach Service	Approve	N/A	7/20/2023 t	8/3/2023 t
		Execute	N/A	N/A	N/A
Local Contract Review Board (LCRB) Actions	9. None	Approve	N/A	N/A	N/A
Other	10. None	Approve	N/A	N/A	N/A
		Execute	N/A	N/A	N/A