

DRAFT

**Willamette Water Supply System Commission
Board Meeting Minutes
Thursday, October 7, 2021**

Commissioners present:

City of Beaverton:	Marc San Soucie (<i>alternate</i>)
City of Hillsboro:	David Judah
Tualatin Valley Water District (TVWD):	Jim Duggan

Committee Members present:

City of Beaverton:	Chad Lynn David Winship
City of Hillsboro:	Niki Iverson Lee Lindsey Eric Hielema Jessica Dorsey
TVWD:	Carrie Pak

Managing Agency Staff present:

WWSS Commission General Manager / Willamette Water Supply Program (WWSP) Director	Dave Kraska
TVWD General Counsel	Clark Balfour
WWSP Assistant Director	Joelle Bennett
WWSP Program Manager	Bill Van Derveer
WWSP Engineering and Construction Manager	Mike Britch
WWSP Permitting and Outreach Manager	Christina Walter
WWSP Finance Manager	Toby LaFrance
WWSS Commission Recorder / WWSP Administrative Assistant	Annette Rehms

Other Attendees present:

TVWD Asset Management Division Manager	Matt Oglesby
TVWD Water Resources Division Manager	Joel Cary
TVWD Engineering Division Manager	Nick Augustus
City of Hillsboro-JWC Water Treatment Manager	Chris Wilson

REGULAR SESSION – 12:00 PM**CALL TO ORDER**

Chairman Judah called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:01 p.m.

ROLL CALL

Ms. Rehms administered the roll call and noted attendance.

1. GENERAL MANAGER'S REPORT

Mr. Kraska presented a safety minute on the importance of cleaning your cell phone. *(presentation on file)*
 The General Manager's report included permitting and communications, design, construction, and steel market exposure updates as well as the delivery of the 2021 WWSS Audit Planning and Engagement Letters.

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

- A. Approve the September 2, 2021, meeting minutes.

Motion was made by San Soucie, seconded by Duggan, to approve the Consent Agenda as presented. The motion passed unanimously with San Soucie, Duggan, and Judah voting in favor.

4. BUSINESS AGENDA

- A. Adopt MPE_1.3 Resolution of Need – *Joelle Bennett*

Ms. Bennett described the project location and reported that the project has progressed the design of this pipeline section to enable identification of property requirements for construction and long-term operation and maintenance of the pipeline. She explained the proposed resolution enables the WWSS Commission's agents, including the WWSP team, to begin negotiating with respective property interest holders. Today's proposed resolution defines the needs for a temporary easement on a specific property where the project's construction staging area will be located. Estimated costs are included in the baseline budget. *(presentation on file)*

Motion was made by San Soucie, seconded by Duggan, to adopt Resolution No. WWSS-23-21 declaring public necessity to acquire property interests over, upon, under, and through real property for pipeline section MPE_1.3 for the Willamette Water Supply System. The motion passed unanimously with San Soucie, Duggan and Judah voting in favor.

- B. Adopt PLM_1.3 Resolution of Need (third supplemental approval) – *Joelle Bennett*

Ms. Bennett described the project location and reported that the project has progressed to the point where additional property requirements are known for construction as well as the long-term operation and maintenance of the pipeline. She explained the proposed resolution enables the WWSS Commission's agents, including the WWSP team, to begin negotiation with respective property interest holders, and authorizes the acquisition of the property interests by eminent domain, to the extent negotiations fail. Today's proposed resolution updates the declared real property needs for the project on two properties. Estimated costs are included in the baseline budget. *(presentation on file)*

Motion was made by Duggan, seconded by San Soucie, to adopt Resolution WWSS-24-21 declaring public necessity to acquire property interests over, upon, under, and through real property for pipeline section PLM_1.3 for the Willamette Water Supply System. The motion passed unanimously with San Soucie, Duggan and Judah voting in favor.

C. Adopt WCLUT Master Coordination IGA Amendment 1 – *Dave Kraska*

Mr. Kraska provided a background overview of the Washington County Land Use and Transportation (WCLUT) Master Coordination IGA, stating that the IGA governs the overall cooperation with WCLUT on several projects including: PLW_1.2; PLM_4.1, 4.2 and 4.4; and PLM_5.1. Today's proposed Amendment One corrects a typographical error found in the original IGA, updates the maximum mobilization fee from 8.5% to 10%, and adds a new term conferring eminent domain authority to WCLUT for the WWSS property needs on partnered projects. (*presentation on file*)

In response to questions, staff said significant effort in collaboration with Washington County has been put into traffic control plans, including the use of temporary signals at the county's direction.

Motion was made by Duggan, seconded by San Soucie, to adopt Resolution WWSS-25-21 approving Amendment One to the Intergovernmental Agreement between Washington County and the Willamette Water System Commission joint design and joint construction of transportation improvements and water infrastructure projects for Tualatin-Sherwood Road, Roy Rogers Road, and Cornelius Pass Road. The motion passed unanimously with San Soucie, Duggan and Judah voting in favor.

5. INFORMATION ITEMS

A. Planned November Business Agenda Items – *Joelle Bennett*

Ms. Bennett presented information on business agenda items planned for the November 4, 2021, WWSS Commission Board meeting. She noted that the "Approvals and Procurement Forecast" that has been previously attached to the General Manager's Report will now be attached to the monthly Planned Business Agenda Staff Report.

Staff anticipates recommending approval of:

1. Adopt PLM_1.3 Resolution of Need (fourth supplemental approval)
2. Adopt RES_1.0 WCLUT Grabhorn Road Realignment IGA
3. Adopt PLM_4.4 WCLUT Roy Rogers Road Construction IGA

B. The next Board meeting is scheduled on November 4, 2021, 12:00 PM via Microsoft Teams.

6. COMMUNICATIONS AND NON-AGENDA ITEMS

A. None scheduled.

ADJOURNMENT

There being no further business, Chairman Judah adjourned the meeting at 12:23 p.m.

David Judah, Chair

James Duggan, Vice Chair