

Willamette Water Supply System Commission
Board Meeting Minutes
Thursday, July 7, 2022

Attendance:

Commissioners present:

City of Beaverton	Marc San Soucie
City of Hillsboro	David Judah
Tualatin Valley Water District (TVWD)	Jim Duggan

Committee Members present:

City of Beaverton	David Winship
City of Hillsboro	Lee Lindsey
TVWD	Tom Hickmann, Pete Boone

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	Jeremy Taylor
WWSP Engineering and Construction Manager	Mike Britch
WWSP Permitting and Outreach Manager	Christina Walter
WWSP Finance Manager	<i>Not available</i>
WWSS Commission Recorder / WWSP Executive Assistant	Annette Rehms

Other Attendees present:

TVWD Water Resources Division Manager	Joel Cary
City of Hillsboro JWC Water Treatment Coordinator	Zac Bertz
City of Hillsboro Project Engineer	Kevin Meeuwsen

REGULAR SESSION – 12:00 PM

CALL TO ORDER

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

ROLL CALL

Ms. Rehms administered the roll call and noted a quorum was present.

EXECUTIVE SESSION ACTION

Commissioners noted they met in Executive Session to discuss progress on two real property transactions.

Motion was made by San Soucie and seconded by Duggan that the Commission proceed with the acquisition of the property interests located at tax lot 1S226B003200 in unincorporated Washington County, Oregon, as set forth in the Commission by Resolution WWSS-01-22, and that the Commission fully delegate the General Manager the authority to acquire these property interests, including through reasonable settlement. The motion passed unanimously with San Soucie, Judah, and Duggan voting in favor.

Motion was made by Duggan and seconded by San Soucie that the Commission proceed with the acquisition of the property interests located at tax lot 31W23B000100 in Wilsonville, Oregon, as set forth in the Commission Resolution WWSS-06-21, and that the Commission fully delegate the General Manager the authority to acquire these property interests through reasonable settlement and delegate the authority to enter into an intergovernmental agreement for that purpose. The motion passed unanimously with San Soucie, Judah, and Duggan voting in favor.

1. GENERAL MANAGER'S REPORT

Mr. Kraska presented a safety minute on summer driving tips (*presentation on file*).

The General Manager's report included status updates on Willamette Water Supply Program (WWSP) permitting and communications activities and construction progress (*presentation on file*).

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

- A. Approve the June 2, 2022, 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. Approve PLW_2.1 Contract for Construction – *Mike Britch*

Mr. Britch provided an overview of the PLW_2.1 construction project. He reviewed the best value construction procurement process, the best value scoring summary, budget information, contract, and recommended contingency. He said the approval of the proposed contract value and recommended contingency are within the current Baseline 7.0 project budget and would increase the Management Reserve budget by \$455,815. He then requested the Board's approval of Contract 2022-061 with Moore Excavation, Inc. (*presentation on file*)

In response to questions staff said the program has offered encroachment agreements (formally titled Revokable License Agreements) to adjoining property owners to allow access in the western 30 feet of the Commission property, as directed by the Management Committee. To date the program has received four agreements and anticipates receiving several more.

Motion was made by Duggan, seconded by San Soucie, to approve Contract 2022-061 for \$14,697,548 with Moore Excavation, Inc. for PLW_2.1 Pipeline Construction for the Willamette Water Supply Program and

increasing the Management Reserve by \$455,815. The motion passed unanimously with San Soucie, Duggan, and Judah voting in favor.

5. INFORMATION ITEMS

- A. The next Board meeting is scheduled on August 4, 2022, via Microsoft Teams.

6. COMMUNICATIONS AND NON-AGENDA ITEMS

- A. None scheduled.

Commissioner San Soucie informed the WWSS Board that he is retiring from the City of Beaverton City Council. Accordingly, his last WWSS Board meeting will be August 4. City of Beaverton will appoint a new WWSS Board representative in time for the September 2022 WWSS Commission Board meeting.

ADJOURNMENT

There being no further business, Chair Judah adjourned the meeting at 1:00 p.m.

David Judah, Chair

James Duggan, Vice Chair