

**Willamette Water Supply System Commission  
Board Meeting Minutes  
Thursday, April 6, 2023**

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**Attendance:**

**Commissioners present:**

City of Beaverton	Allison Tivnon
City of Hillsboro	David Judah
Tualatin Valley Water District (TVWD)	Jim Duggan

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**Committee Members present:**

City of Beaverton	Dan Weinheimer, David Winship
City of Hillsboro	Niki Iverson, Chris Wilson, Lee Lindsey, Negar Niakan
TVWD	Andrew Carlstrom ( <i>alternate</i> ), Joel Cary

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**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	Andre Tolme
WWSP Deputy Program Manager	Jill Chomycia
WWSP Engineering and Construction Manager	Mike Britch
WWSP Permitting and Outreach Manager	Christina Walter
WWSS Commission Recorder / WWSP Executive Assistant	Annette Rehms

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**Other Attendees present:**

TVWD Asset Management Division Manager	Matt Oglesby
TVWD Capital Improvement Program Manager	Nick Augustus

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**REGULAR SESSION – 12:00 PM**

**CALL TO ORDER**

Chair Duggan 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 a quorum was present.

**1. GENERAL MANAGER'S REPORT**

Mr. Kraska presented a safety minute on driving near construction work zones. (*presentation on file*)

Mr. Kraska confirmed that the Commissioners support ceasing safety minute presentations for future WWSS Board meetings.

The General Manager's report included seeking feedback on future safety minutes and status updates on Willamette Water Supply Program (WWSP) permitting, communications, and construction activities. *(presentation on file)*

## **2. PUBLIC COMMENT**

There were no public comments.

## **3. CONSENT AGENDA**

- A. Approve the February 2, 2023, meeting minutes

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

## **4. BUSINESS AGENDA**

- A. Adopt Natural Hazards Mitigation Plan Annex – *Mike Britch*

Mr. Britch presented an overview, background, and key concepts of the Natural Hazards Mitigation Plan Annex (NHMP). He said the 2023 NHMP includes five potential mitigation action plans: ShakeAlert earthquake early warning system, standby power and fuel storage, emergency spare parts and storage facility, seismic upgrade to two bridges on Roy Rogers Road, and infrastructure interdependencies workshops. He said completing the NHMP allows the WWSS Commission access to Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities (BRIC) funding and other funding opportunities to achieve enhanced resilience. There is no obligation to proceed with any of these projects. *(presentation on file)*

In response to questions, staff said that it will take time and staff effort to achieve each of the five mitigation action plans and there is no obligation to proceed with any of them. The process is streamlined when requesting grant funding for the action plan items listed. Seeking grant funding becomes more difficult for other, unlisted action plan items.

Motion was made by Tivnon, seconded by Judah, to adopt Resolution No. WWSS-03-23 approving the Willamette Water Supply System representation in the updates to the 2023 Washington County Multi-Jurisdictional Natural Hazard Mitigation Plan. The motion passed unanimously with Tivnon, Judah, and Duggan voting in favor.

- B. Approve Permitting Services Contract Amendment – *Christina Walter*

Ms. Walter provided an overview of the 39<sup>th</sup> contract amendment for permitting services with David Evans and Associates, Inc. (DEA). She reviewed the new activities anticipated for 2023, major components of the proposed contract, and the original procurement process. She reported that the proposed budget for April 2023 – April 2024 is \$1,502,952.89. This amount includes approximately \$720,170.37 in unspent budget

and \$782,782.52 additional budget to be authorized by the amendment. The contract value was anticipated in the Baseline 8.1 budget. (*presentation on file*)

Motion was made by Judah, seconded by Tivnon, to approve Amendment #39 to Contract No. 2016-320, with David Evans and Associates, Inc., in the amount of \$782,782.52, to provide permitting services for the Willamette Water Supply Program through April 2024. The motion passed unanimously with Tivnon, Judah, and Duggan voting in favor.

## **5. INFORMATION ITEMS**

### A. Planned June Business Agenda items – Joelle Bennett

Ms. Bennett presented information on a business agenda item planned for the June 2023 WWSS Commission Regular Board meeting.

Staff anticipates the following business agenda item:

1. WWSP Program and Construction Management Services FY2024 Annual Work Plan

### B. The next Board meeting is scheduled on June 1, 2023, via Microsoft Teams.

## **6. COMMUNICATIONS AND NON-AGENDA ITEMS**

### A. None scheduled

## **ADJOURNMENT**

There being no further business, Chair Duggan adjourned the meeting at 1:23 p.m.

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James Duggan, Chair

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David Judah, Vice Chair