

**Willamette Intake Facilities Commission**  
**Board Meeting Agenda**  
**Monday, July 26, 2021 | 6:00 – 7:30 PM**  
**Microsoft Teams Meeting**

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If you wish to attend via conference call and need dial-in information, please contact [annette.rehms@twwd.org](mailto:annette.rehms@twwd.org) or call 971-222-5957 by 4:00 p.m. on July 26, 2021. If you wish to address the WIF Board, please request the Public Comment Form and return it 48 hours prior to the day of the meeting. **All testimony is electronically recorded.**

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**EXECUTIVE SESSION – 5:30 PM**

*An executive session of the Board is called under 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 – 6:00 PM**

**CALL TO ORDER**

**1. GENERAL MANAGER’S REPORT – Dave Kraska**

*Brief presentation on current WIF Commission activities*

**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 April 26, 2021, meeting minutes

**4. BUSINESS AGENDA**

- A. Adopt the Willamette Intake Facilities Commission Mission, Vision, Values & Goals – *Dave Kraska/Christina Walter*

**5. INFORMATION ITEMS**

- A. Semi-annual Update on the Willamette Water Supply Program Raw Water Facilities Project – *Dave Kraska*
- B. Legislative Update – *Joel Cary*
- C. The next Board meeting is scheduled on October 25, 2021, via Microsoft Teams

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

- A. None scheduled

**7. ADJOURNMENT**

# Willamette Intake Facilities Commission

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**GENERAL MANAGERS REPORT**

**To:** Willamette Intake Facilities Board of Commissioners  
**From:** David Kraska, P.E., General Manager  
**Date:** July 26, 2021  
**Subject:** Willamette Intake Facilities General Manager's Report

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The following items will be covered during the report by the General Manager:

1. **Remote Meetings Etiquette** – Thank you for your continued flexibility as we hold our meetings remotely. We request participants continue to adhere to three basic rules:
  - a. Please mute your microphone when you are not speaking.
  - b. Please identify yourself before you speak.
  - c. If someone other than a Board member would like to ask a question or make a comment, please use the "raise hand" feature to let the General Manager know and wait to be acknowledged.
2. **Safety Minute** – David Kraska, will present the safety minute.
3. **FY 2021-22 Annual Work Plan Progress** – We are nearly one month into the new fiscal year and work is underway on FY 2021-2022 efforts. In addition to general administration of WIF-related activities, staff are drafting the procurement documents for the source water protection plan work authorized under the current budget; progress continues on the operations plan; and we continue to track legislative issues and cyanotoxin monitoring issues. Additionally, construction of the WIF components of the Willamette Water Supply Program's Raw Water Facilities project continues, and an update on the construction progress will be provided as an informational item at today's meeting.
4. **WIF Board Member Tour** – Staff anticipate scheduling a second tour for the WIF Commissioners of the construction activities occurring in September and October. The focus of the tour will be the intake screens replacement and the structural work occurring at the Raw Water Pump Station. With reduced COVID-19 restrictions, an in-person tour could be scheduled, or alternatively, a video can be produced and shared. Staff would appreciate hearing the Board's preference for an in-person versus a virtual tour during this Board meeting.
5. **Remote Meetings** – As a reminder, we decided at the April Board meeting that we would continue to hold these meetings remotely through the October 25, 2021 meeting. Accordingly, we will have a discussion item at that meeting to decide whether to continue to hold these meetings remotely or schedule a date when we would transition to in-person meetings.
6. **Quarterly Financial Reports** – Task 4.c. of the Annual Work Plan requires the Managing Agency to prepare quarterly financial reports and provide them to the WIF Board as part of the packet. Attached to this General Manager's report is the WIF quarterly financial statement for the period ending June 30, 2021.

# Willamette Intake Facilities Commission

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## Safety Moment – Bug Spray, Dos and Don'ts

July 26, 2021

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1



Use bug spray appropriately

Most of us know to use sunscreen during the summer months, but sometimes we forget to also protect ourselves from dangerous insect bites.

Applying bug spray effectively is easily the most effective way to keep bugs away while you're outdoors this summer.

Here are some "dos" and "don'ts" you should know to help protect yourself and your family.

2



## When applying bug spray, **DO**:

- Make sure the bug spray you're using is EPA tested and approved.
- Carefully read and follow the directions listed on the container.
- (Generally) mist the spray over your body and clothing from a distance.
- Make sure to hit exposed parts of your body, such as your arms, legs, and neck.
- Re-apply the spray as often as directed by the instructions.
- Wash off the spray as soon as you're no longer outside.

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Willamette Intake Facilities Commission

3

3

## When applying bug spray, **DO NOT**:



- Apply the spray to your face, mouth, eyes, hands, ears, or mouth.
- Apply the spray to wounds or broken skin.
- Ingest or breathe in the spray.
- Apply the spray to areas of your body that will be covered by clothing.
- Attempt to use the spray to kill bugs that come near you.

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Willamette Intake Facilities Commission

4

4

Willamette Intake Facility Commission  
 For the annual budget period ending June 30, 2021  
 For the quarter ended June 30, 2021

<i>Activity for the Quarter</i>			<i>Unaudited</i>	<i>Annual Budget</i>				
<i>Budget</i>	<i>Actual</i>	<i>Variance</i>		<i>Annual Budget</i>	<i>Budget To date</i>	<i>Actual</i>	<i>Variance</i>	<i>Remaining Budget</i>
			<b>Resources</b>					
			Revenues					
84,288	\$ 41,032	\$ (43,256)	Contributions	\$ 337,150	\$ 337,150	\$ 145,550	\$ (191,600)	\$ 191,600
1,890,308	2,285,315	395,007	Capital contributions	7,561,232	7,561,232	6,360,673	(1,200,559)	1,200,559
1,974,596	2,326,347	351,751		7,898,382	7,898,382	6,506,223	(1,392,159)	1,392,159
-	(333)	(333)	Beginning Fund Balance	-	-	9,658	9,658	(9,658)
<b>\$ 1,974,596</b>	<b>\$ 2,326,014</b>	<b>\$ 351,418</b>	<b>Total Resources</b>	<b>\$ 7,898,382</b>	<b>\$ 7,898,382</b>	<b>\$ 6,515,881</b>	<b>\$ (1,382,501)</b>	<b>\$ 1,382,501</b>
			<b>Requirements</b>					
76,538	41,032	35,506	Total Materials and Services	306,150	306,150	155,540	150,610	150,610
1,890,308	2,285,315	(395,007)	Capital Outlay	7,561,232	7,561,232	6,360,673	1,200,559	1,200,559
7,750	-	7,750	Contingency	31,000	31,000	-	31,000	31,000
1,974,596	2,326,347	(351,751)	Total Expenditures	7,898,382	7,898,382	6,516,213	1,382,169	1,382,169
-	(333)	333	Ending Fund Balance	-	-	(333)	333	333
<b>\$ 1,974,596</b>	<b>\$ 2,326,014</b>	<b>\$ (351,418)</b>	<b>Total Requirements</b>	<b>\$ 7,898,382</b>	<b>\$ 7,898,382</b>	<b>\$ 6,515,881</b>	<b>\$ 1,382,501</b>	<b>\$ 1,382,501</b>

These unaudited statements are preliminary and incomplete for the fiscal year ending June 30, 2021. Future statements will include additional incurred expenses once those expenses are known.

# Willamette Intake Facilities Commission

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DRAFT

**Willamette Intake Facilities Commission  
Board Meeting Minutes  
April 26, 2021**

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**REGULAR SESSION – 6:03 PM****CALL TO ORDER AND ROLL CALL****Commissioners present:**

City of Beaverton:	Laura Mitchell
City of Hillsboro:	John Godsey
City of Sherwood:	Sean Garland ( <i>Chair</i> )
City of Tigard:	John Goodhouse ( <i>Vice Chair</i> )
City of Wilsonville:	Kristin Akervall
Tualatin Valley Water District (TVWD):	Jim Doane

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**Managing Agency Staff present:**

WIF Commission General Manager / Willamette Water Supply Program (WWSP) Director	Dave Kraska
TVWD General Counsel	Clark Balfour
WWSP Assistant Director	Joelle Bennett
WWSP Finance Manager	Lisa Houghton
WWSP Public Outreach and Permitting Manager	Christina Walter
TVWD Water Resources Division Manager	Joel Cary
WIF Commission Recorder / TVWD District Recorder	Debbie Carper

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**Committee Members present:****Management Committee**

City of Hillsboro:	Niki Iverson
City of Sherwood:	Craig Sheldon
City of Tigard:	Brian Rager
TVWD:	Tom Hickmann

**Operations Committee**

TVWD:	Carrie Pak
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**Finance Committee**

City of Hillsboro:	Lee Lindsey
TVWD:	Paul Matthews

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**Other Attendees:**

Holly Tichenor – Water Systems Consulting	Jeffrey Szytel – Water Systems Consulting
Susan Schlangen – Water Systems Consulting	Katherine Lipari DeSau - TVWD
Sarah Walker – Water Systems Consulting	

**1. GENERAL MANAGER’S REPORT**

Mr. Kraska presented the General Manager’s report, which included a safety moment on five tips for exercising safely and avoiding injuries, an update on Raw Water Facilities Project construction, an anticipated WIF Commission tour focusing on the intake screens replacement and Raw Water Pump Station structural work, and the quarterly financial report for the period ending March 31, 2021.

[Recorder's Note: Commissioner Doane arrived at 6:08 p.m.]

## 2. PUBLIC COMMENT

There were no public comments.

## 3. CONSENT AGENDA

### A. Approve the January 25, 2021 meeting minutes

Motion was made by Akervall, seconded by Mitchell, to approve the Consent Agenda as presented. The motion passed unanimously with Mitchell, Godsey, Garland, Goodhouse, Akervall and Doane voting in favor.

## 4. BUSINESS AGENDA

### A. Adopt FY2021-22 WIF Annual Work Plan and Budget

Mr. Kraska reviewed the Annual Work Plan and Budget preparation timeline and highlighted changes to the General Administration and Financial Administration sections to the 2021-22 fiscal year Annual Work Plan. General Administration work will include the completion of a draft curtailment plan, development of a draft operations plan, development of an emergency operations plan outline, communications and outreach efforts regarding Willamette River Water Treatment Plant construction work, initiation of source water protection and watershed monitoring plans development, and the establishment of the next steps needed in source water protection and watershed monitoring efforts. Financial Administration work will include holding separate Finance Committee meetings rather than Finance and Operations Committee joint meetings as well as developing financial procedures.

Motion was made by Godsey, seconded by Mitchell, to adopt Resolution No. WIF 01-21, a resolution adopting the WIF Commission Annual Work Plan and Budget for the 2021-22 fiscal year. The motion passed unanimously with Mitchell, Godsey, Garland, Goodhouse, Akervall, and Doane voting in favor.

### B. Adopt FY2021-22 WIF Board Meeting Schedule

Mr. Kraska noted staff is recommending to continue meeting on the fourth Monday of every quarter at 6:00 p.m.

In response to a question regarding when staff anticipates conducting in-person rather than virtual WIF Commission meetings, Mr. Kraska said there will be an agenda item at the October 25, 2021 WIF Commission meeting to discuss the matter further.

Motion was made by Godsey, seconded by Mitchell, to adopt Resolution No. WIF 02-21, a resolution establishing regular quarterly meeting dates of the WIF Board of Commissioners for Fiscal Year 2021-22. The motion passed unanimously with Mitchell, Godsey, Garland, Goodhouse, Akervall, and Doane voting in favor.

### C. Adopt Raw Water Facilities Project Plan Amendment 1

Ms. Houghton reported that the purpose of the amendment is to change the method used to apportion system-wide costs to the WIF components of the Raw Water Facilities Project. Specifically, the project's system-wide cost apportionment will equal 10% of the project's direct costs, which will likely result in a minor decrease to WIF's allocation of system-wide costs over the life of the project. She shared additional advantages of the amendment, including more timely billings and reimbursements, and better data for WIF partners to record their investment in the joint venture.

Motion was made by Mitchell, seconded by Doane, to adopt Resolution No. WIF 03-21, a resolution amending the Raw Water Facility\_1.0 Project Plan. The motion passed unanimously with Mitchell, Godsey, Garland, Goodhouse, Akervall and Doane voting in favor.

## 5. INFORMATION ITEMS

### A. Mission, Vision, Values & Goals (MVVG)

Ms. Walter summarized work completed on the MVVG since the January 25, 2021 WIF Commission meeting; Water Systems Consulting (WSC) staff took Commissioners' feedback and made minor refinements to the MVVG and brought the updated version back to the working group that subsequently met twice to work on the version being presented at this meeting.

Ms. Walter introduced WSC staff. Ms. Tichenor highlighted the timeline of work on the MVVG. She provided an overview of the MVVG and asked for Commissioner input.

- **Mission:** To responsibly secure a safe and reliable Willamette River drinking water supply for our communities.
- **Vision:** To become a trusted steward of the Willamette River watershed.
- **Values:**
  - **Unified** – We are devoted to cooperative solutions.
  - **Responsible** – We are dedicated to cost-effective and responsible water management.
  - **Reliable** – We are committed to data-driven and science-based decision making.

She noted the three values should be a litmus test for any activities, priorities and decision making the WIF Commission pursues.

Ms. Tichenor said the three Strategic Pillars are a bridge from the Mission, Vision and Values to the Goals:

- **3 Pillars** –
  - 1) Water Quality Protection Goals:
    - Develop and maintain a state and regionally supported source water protection plan.
    - Acquire grants, loans and funding in support of source water protection plan implementation.
    - Promote information exchange amongst stakeholders, tracking relevant data on emerging issues.
    - Lead outreach and education on the Willamette River Basin history and current/future needs for protection.
    - Give members of the WIF Commission resources to enable them to serve as water quality experts and representatives of WIF Commission interests.
    - Invest in monitoring technology and communication networks with upstream/downstream agencies and private partners to detect and provide early incident notifications.
  - 2) Water Supply Stewardship Goals:
    - Engage proactively with Oregon Water Resources Department (OWRD) on water supply needs and future demands.
    - Foster relationships with the Army Corps to proactively address water supply shortage scenarios and develop cooperative agreements.
    - Develop a water demand forecasting framework that aligns partner agencies in planning and decision making.
    - Engage proactively with dissenting or potential opposing stakeholders.
    - Foster an inclusive and supportive environment where WIF Commission partner perspectives can be expressed and respected.
    - Develop Operations and Emergency Response and Curtailment Plans approved by the Board.
  - 3) Effective WIF Operations Goals:
    - Develop and maintain Operations, Curtailment and Emergency Response Plans and guide shared ownership with priority stakeholders.
    - Ease decision making on prioritized investments using strategic asset management and Capital

Improvement Plan (CIP) best practices.

- Preserve a cooperative team dynamic among WIF members through frequent and in-person knowledge exchange workshops/retreats.

Mr. Cary described next steps in the MVVG development process, introducing the potential for a name change for the WIF Commission.

Mr. Kraska invited Commissioners to provide him with feedback outside of the meeting so he could coordinate a staff response.

Commissioners expressed appreciation for the work completed to-date, including the incorporation of stakeholders' comments.

In response to a question, Ms. Tichenor said the proposed Water Supply Stewardship Goal to "Foster an inclusive and supportive environment where WIF Commission partner perspectives can be expressed and respected" was specific to water supply stewardship due to the need to coordinate upstream and downstream stakeholders' voices and to address supply needs for all participating agencies. Mr. Cary said there can be additional conversations about potentially applying that goal more comprehensively.

Mr. Kraska reiterated the goal to have the Commission formally adopt the MVVG at their July 26, 2021, meeting.

#### **B. OWRD Reporting Update**

Mr. Cary described how staff worked with OWRD to change OWRD's reporting system specific to multiple water rights permits assigned to the WIF Commission point of diversion. Historical water usage data has also been corrected. He displayed the water use reporting entry sheet for OWRD's database.

#### **C. Legislative Update**

Mr. Cary corrected his written staff report by noting there were around 2,500 individual bills that have been introduced since the beginning of the current Legislative Session. He noted House Bill 2310 regarding pipe material preference is officially dead. Two of three introduced bills related to cyanobacterial harmful algal blooms have progressed. Two bills regarding water right holders' utilization of the passage of the Willamette Reallocation stored water volumes in the future for long-term water supply planning needs have also progressed. Finally, he said the Oregon Water Utility Council is coordinating visits with Oregon's congressional delegation to highlight needs related to national infrastructure funding, wildfire impacts and long-term responses, Willamette Basin Reallocation of federally stored water and the positive impacts to Oregon from the Environmental Protection Agency's infrastructure loan program.

#### **D. The next Board meeting is scheduled on July 26, 2021 via Microsoft Teams**

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

- A. None scheduled

### **ADJOURNMENT**

There being no further questions or business, Chairman Garland adjourned the meeting at 7:15 p.m.

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Sean Garland, Chair

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John Goodhouse, Vice Chair

**WIF COMMISSION STAFF REPORT**

**To:** Board of Commissioners  
**From:** Christina Walter, WWSP Permitting & Outreach Manager  
**Date:** July 26, 2021  
**Subject:** WIF Mission, Vision, Values and Goals

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**Requested Board Action:**

Consider adopting by motion the Willamette Intake Facilities Commission Mission, Vision, Values, and Goals as detailed in the attached final report.

**Key Concepts:**

- The WIF Commission's FY 2020-2021 Annual Work Plan included a task to develop the mission, vision, values, and goals (MVVG) for the Commission.
- Informational interviews with all WIF Board members completed week of September 21, 2020.
- Workshops with MVVG Working Group were held September 30, November 18, and December 16, 2020; February 17 and March 17, 2021.
- Draft Mission, Vision, Values and Goals statements were written and presented to the WIF Board for initial review and comments on January 25, 2021; then refined and brought back for final Board reactions and comments on April 26, 2021.
- Staff recommend adopting the WIF Commission MVVG at the July meeting.

**Background:**

The WIF Commission's FY 2020-2021 Annual Work Plan included a task to develop the mission, vision, values, and goals (MVVG) for the Commission and in September 2020, staff began working with Water Systems Consulting, Inc. (WSC) to develop the MVVG statements. These statements provide the framework to guide future WIF Commission planning and decision making in the areas of watershed planning, water rights stewardship, and facility operations.

WSC facilitated the MVVG Working Group's efforts by first gathering insights and perspectives from each of the WIF Commissioners during one-on-one interviews held in September. Board input provided the MVVG Working Group, made up of staff from each WIF agency, with guidance, perspectives, and direction on issues to be considered while developing the MVVGs. The Commissioners provided guidance on the desired outcomes from the MVVG development process which included: build strong partnerships and collaboration; construct the WIF on schedule and on budget; develop responsible, reliable facility operations; leverage influence to protect the watershed; and create a foundation to adapt to uncertainties in the future.

Initial drafts of the MVVG statements were presented to the Board at its January 25, 2021, meeting. Following the meeting WSC took the comments from the Board on the initial statements back to the Working Group, helping refine the statements as well as craft goals in support of three pillars: water quality protection, water supply stewardship, and effective operations. The final report is attached to this staff report.

With the presentation of these final Mission, Vision, Values, and Goals statements, staff recommend the Board adopt the final report.

## Mission, Vision, Values and Goals Update

July 26, 2021

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The MVVG Working Group consisted of representatives of each of the WIF partner agencies as well as the Willamette Water Supply Program (WWSP). The Working Group members were:

- David Kraska – WIF General Manager/WWSP Program Director
- Joelle Bennett – WWSP, Assistant Program Director
- Christina Walter – WWSP, Permitting & Outreach Manager
- Joel Cary – TVWD, Water Resources Division Manager
- Carrie Pak – TVWD, Chief Engineer
- John Goodrich – City of Tigard, Utilities Director
- David Winship – City of Beaverton, Principal Engineer
- Rich Sattler – City of Sherwood, Public Works Director
- Delora Kerber – City of Wilsonville, Public Works Director
- Jessica Dorsey – City of Hillsboro, Water Resources Manager

*Next steps:*

This MVVG will be reviewed and evaluated routinely by staff and the Board for setting priorities and making decisions, and will support Annual Work Plan development in the years to come. The goals will be updated as the WIF Commission's role evolves, and as today's goals are accomplished. The report will also function as a community and stakeholder outreach tool to communicate the purpose and identity of the WIF Commission. The MVVG report is the first document that informs WIF Commission's identity and brand.

The final report will be available in both a PDF, as well as in an online, flipbook e-document designed for accessibility and readability. Making the document accessible to the public promotes the Commission's commitment to building partnerships and increasing awareness and education on the WIF Commission's work.

**Budget Impact:**

Approving the MVVG statements and final report does not impact the current budget.

**Staff Contact Information:**


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

Christina Walter, Permitting & Outreach Manager; 503-840-3830; christina.walter@tvwd.org

**Attachments:**

- WIF Commission Mission, Vision, Values & Goals Strategic Plan (Final Report)
- WIF Strategic Plan – One Page Summary
- 2021-07-26- MVVG Update PowerPoint Slides

**Management Staff Initials:**

General Manager		TVWD General Counsel	N/A
TVWD Chief Engineer	N/A	TVWD Chief Financial Officer	N/A



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# The Willamette Intake Facility Commission

## Strategic Framework: Mission, Vision, Values & Goals

*Developed by the Willamette Intake Facility Commission (WIF Commission) Mission, Vision, Values & Goals Working Group in 2020-21 and adopted by the WIF Commission Board in Summer 2021. The WIF Commission is a coalition of Mid-Willamette River drinking water agencies.*



**OVERVIEW**

# Willamette River Watershed

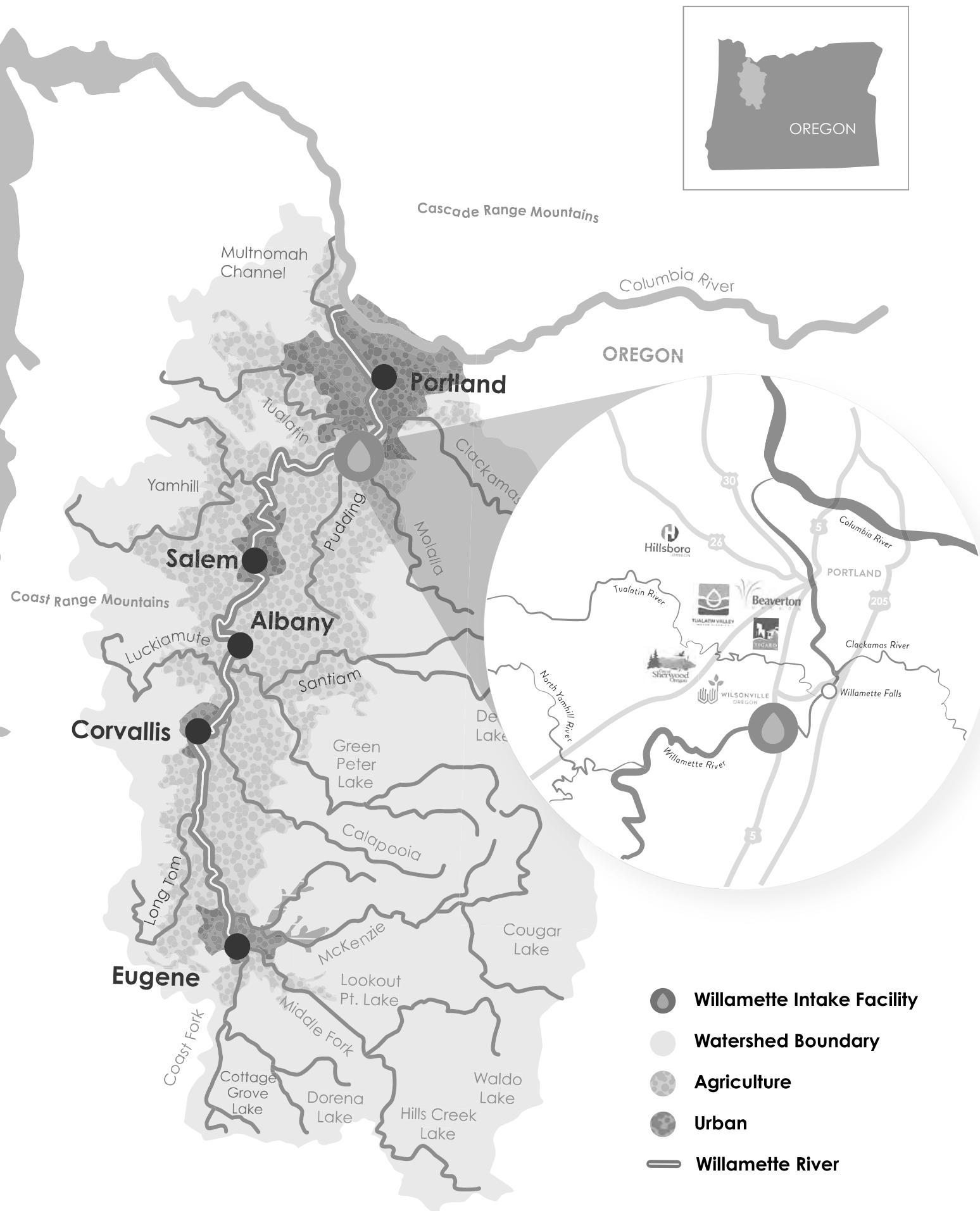
**The Willamette River is the heart of our area, supplying water to support people, agriculture, industry, forest land, native plants, fish, wildlife habitat, and more. It defines our region and the communities we call home and is a natural treasure of Oregon.**

The Willamette River is the largest watershed in Oregon and the 13th largest river in the nation by volume. The Willamette River spans 190-mile stretch and begins near the City of Eugene and ends at the confluence of the Columbia River in North Portland. One of its sources is Waldo Lake, which is recognized as one of the purest water bodies in the world. It is uniquely and entirely contained by the Cascade Mountain Range to the east and the Coast Range to the west.

Protecting the health of the Willamette River is an essential responsibility of this and future generations and is an essential need for the wellbeing of our region. Many organizations, agencies, and partners work together to protect the health and water quality of our river. The Willamette River Intake Facility Commission is proud to be amongst these leaders with a mission to provide an expanded drinking water supply to the Tualatin Valley Water District, and the cities of Wilsonville, Sherwood, Hillsboro, Tigard, and Beaverton.

The Willamette River basin has 13 tributaries that feed into the main stem river. The Willamette Valley area is home to 70 percent of Oregon's population and more than one million acres are devoted to agriculture in the Willamette Basin.

Through the commitments made in the Mission, Vision, Values and Goals outlined within, we celebrate our mission and purpose to deliver quality drinking water for our communities.





FORWARD

# WIF Commission

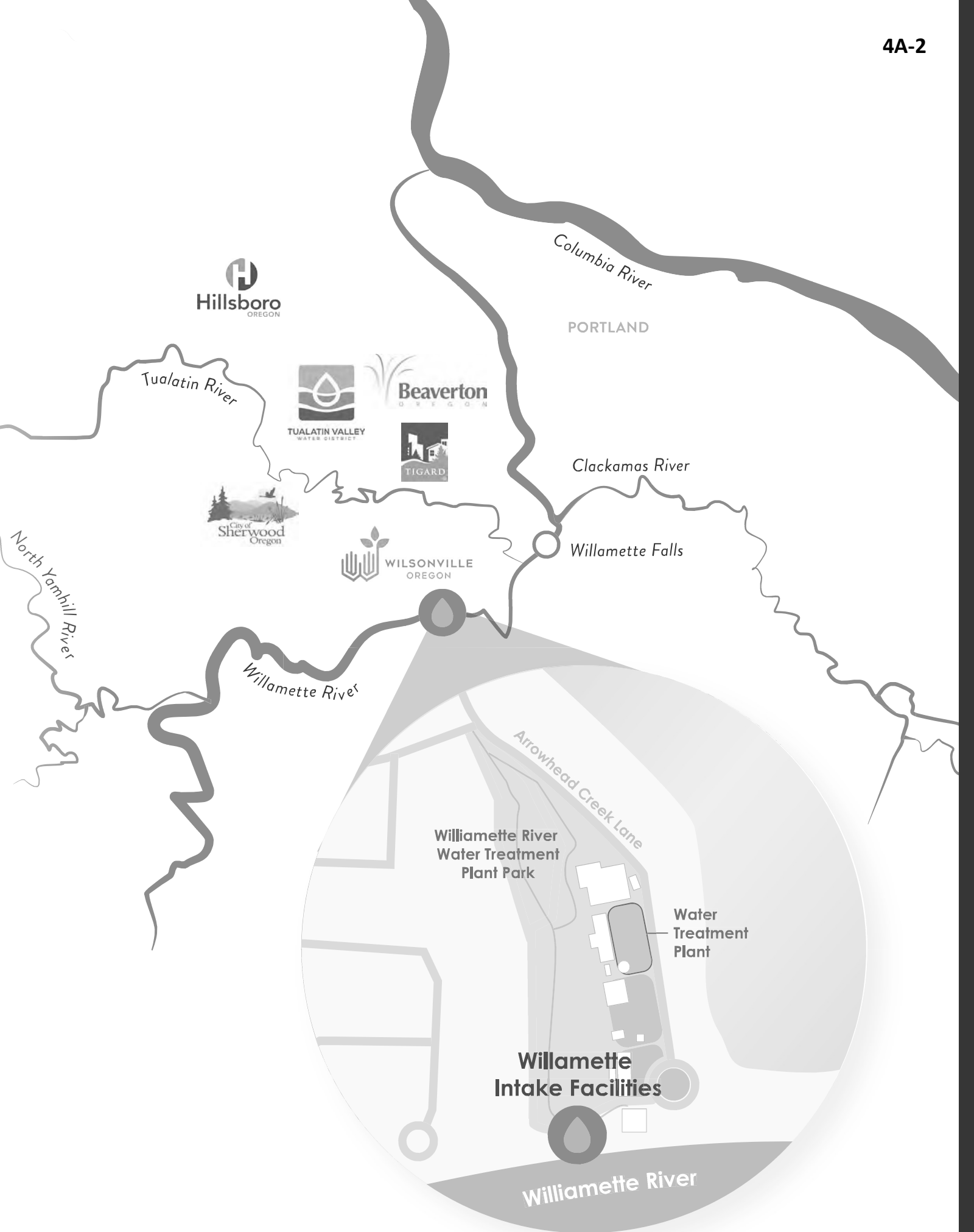
The WIF Commission is responsible for oversight of the management and operation of the Willamette Intake Facilities (Intake Facilities). The Intake Facilities are a critical component serving the Willamette River Water Treatment Plant now and the Willamette Water Supply System in the future. The Intake Facilities draw water from the Willamette River for treatment at the Willamette River Water Treatment Plant through a multi-step treatment facility and delivery to the cities of Wilsonville and Sherwood. In the future, the Intake Facilities will also provide water supply to the Willamette Water Supply System for treatment at its state-of-the-art treatment facility and delivery to the service areas of TVWD and the cities of Hillsboro and Beaverton.

The WIF Commission has established a strong model for shared ownership of a critical water supply asset, the Intake Facilities, vital to the drinking water supply for the region. The WIF Commission is a partnership formed under

ORS Chapter 190 between: the Tualatin Valley Water District, and the cities of Wilsonville, Sherwood, Hillsboro, Tigard, and Beaverton.

The WIF Commission must work effectively to address a multitude of impacts and needs associated with the water rights, watershed protection, stakeholder collaboration, and Intake Facilities operations.

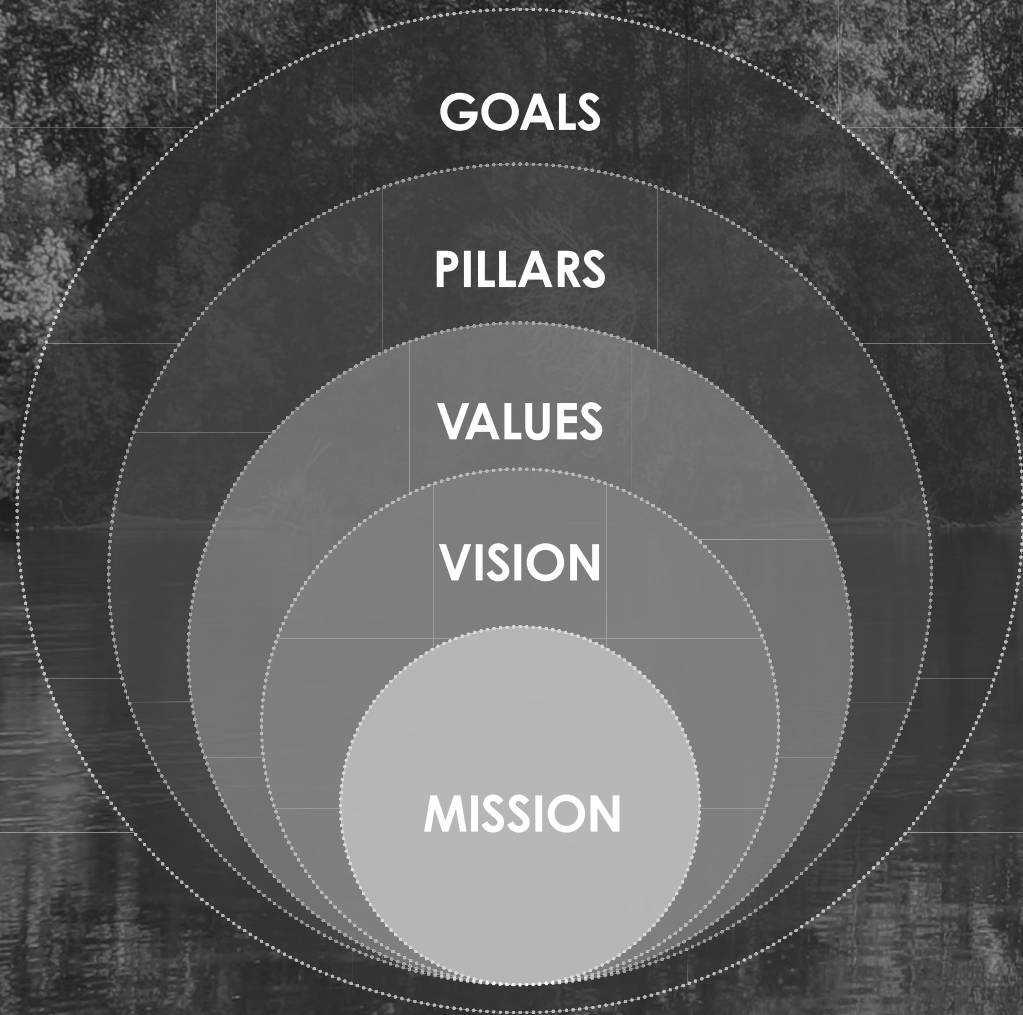
The WIF Commission Mission, Vision, Values and Goals were developed in 2020-21 by a WIF Commission Working Group. The Working Group was composed of members of the Commission Management, Operations, and Finance Committees. The framework defined within serves as the core framework for annual planning and effective decision making.



*click on  
an element  
to learn more*

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# Key Elements of Our Strategic Framework



## **MISSION**

Why the Commission exists including its purpose and critical function.

## **VISION**

An aspirational view of what the Commission will achieve in the future.

## **VALUES**

The Commission's foundational character including how it conducts business and how it is perceived.

## **PILLARS**

Strategic pillars hold up the mission and vision and give focus to the goals.

## **GOALS**

The Commission's prioritized areas of focus that will drive strategies and actions to achieve our Mission, Vision, and Values.

# Mission

To responsibly secure a safe and reliable Willamette River drinking water supply for our communities.



# Vision

To become a trusted steward of the Willamette River watershed.

- ✓ We apply science, innovation and advocacy for resilient and clean water stewardship.
- ✓ We improve awareness, provide education and build support for watershed protection.
- ✓ We advocate at all levels for investment and policy to protect drinking water source quality.



# Values

To conduct business in a manner that is unified, responsible and reliable.



## Unified

We are devoted to creating cooperative and inclusive decision-making environments where WIF Commission partners input is respected.



## Responsible

We are dedicated to cost-effective and responsible water management.



## Reliable

We are committed to data-driven and science-based decision making.

# The Three Pillars

The strategic pillars hold up the Mission and Vision and give focus to the goals.



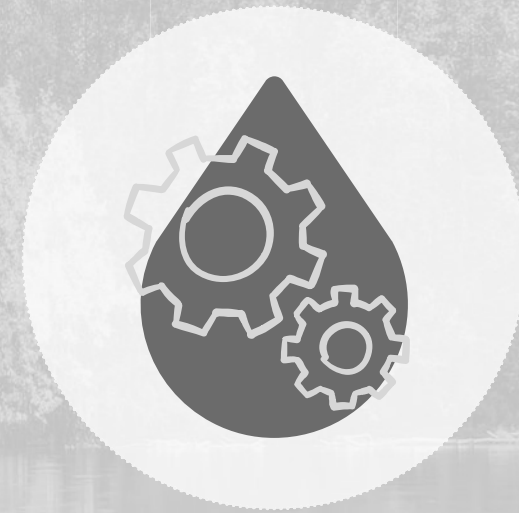
## Water Quality Protection

We **engage in addressing existing, emerging and potential risks** that may impact water quality at the intake facility ahead of treatment.



## Water Supply Stewardship

We pursue **access to reliable water supply** to meet the needs of the region and participating agencies.



## Effective WIF Operations

We are dedicated to effective utility management to **deliver consistent operations and quality service** to our communities.



## Goals

- 1 Develop and maintain a **state and regionally supported source water protection plan**.
- 2 **Acquire grants, loans, and funding** in support of source water protection plan implementation.
- 3 **Promote information exchange amongst stakeholders**, tracking relevant data on emerging issues such as contaminants, natural hazards, and regulatory changes.
- 4 **Lead outreach and education** on the Willamette River Basin history and current and future needs for protection.
- 5 Give members of the WIF Commission resources to enable them to **serve as water quality experts and representatives** of WIF Commission interests.
- 6 Invest in **monitoring technology and communication networks** with upstream and downstream agencies and private partners to detect and provide early incident notifications.

# Water Quality Protection

We engage in addressing existing, emerging and potential risks that may impact water quality at the intake facility ahead of treatment.





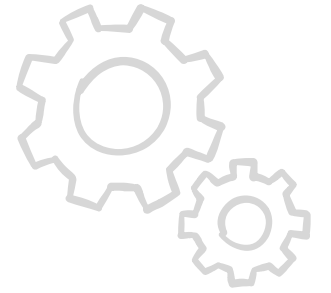
# Water Supply Stewardship

We pursue **access to reliable water supply** to meet the needs of the region and participating agencies.

## Goals

- 1 **Engage proactively with regulatory agencies** on water supply needs and future demands.
- 2 **Foster relationships with the State and Federal agencies** to proactively address water supply shortage scenarios and develop cooperative agreements.
- 3 Periodically collect **water demand forecasting information** from partner agencies to support operational planning and decision making.
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- 5 Develop **curtailment plans that enhance preparedness** for water scarcity scenarios and are adopted by the Board.





## Goals

- 1 Develop and maintain **Operations, Curtailment, and Emergency Response Plans** and guide shared ownership with priority stakeholders.
- 2 Ease **decision making on prioritized investments** using strategic asset management and Capital Improvement Program best practices.
- 3 Preserve a **cooperative team dynamic** among WIF members through regular knowledge exchange workshops and retreats.

# Effective WIF Operations

We are dedicated to effective utility management to **deliver consistent operations and quality service** to our communities.



4A-2



*Developed by the Willamette Intake Facility Commission (WIF Commission) Mission, Vision, Values & Goals Working Group in 2020-21 and adopted by the WIF Commission Board in Summer 2021. The WIF Commission is a coalition of Mid-Willamette River drinking water agencies.*

**Contact Us:** (503) 941.4551 [WIF@TVWD.org](mailto:WIF@TVWD.org)



The key elements of the WIF Commission Strategic Framework include Mission, Vision, Values, Pillars and Goals.

The MISSION defines the purpose and critical function of the WIF Commission and establishes the basis for the GOALS, presented here for reference purposes.

The entire Strategic Framework is available online at: [www.tvwd.org/wif](http://www.tvwd.org/wif)

WIF Commission Mission

To responsibly secure a safe and reliable Willamette River drinking water supply for our communities.



Key Elements of the WIF Commission Strategic Framework





## Water Quality Protection

We **engage in addressing existing, emerging and potential risks** that may impact water quality at the intake facility ahead of treatment.



## Water Supply Stewardship

We pursue **access to reliable water supply** to meet the needs of the region and participating agencies.



## Effective WIF Operations

We are dedicated to effective utility management to **deliver consistent operations and quality service** to our communities.

### Goals

- 1 Develop and maintain a **state and regionally supported source water protection plan**.
- 2 **Acquire grants, loans, and funding** in support of source water protection plan implementation.
- 3 **Promote information exchange amongst stakeholders**, tracking relevant data on emerging issues such as contaminants, natural hazards, and regulatory changes.
- 4 **Lead outreach and education** on the Willamette River Basin history and current and future needs for protection.
- 5 Give members of the WIF Commission resources to enable them to **serve as water quality experts and representatives** of WIF Commission interests.
- 6 Invest in **monitoring technology and communication networks** with upstream and downstream agencies and private partners to detect and provide early incident notifications.

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### *WIF Commission Mission*

To responsibly secure a safe and reliable Willamette River drinking water supply for our communities.





TUALATIN VALLEY  
WATER DISTRICT



WILSONVILLE  
OREGON



City of  
Sherwood  
Oregon



TIGARD



Beaverton  
OREGON



Hillsboro  
OREGON

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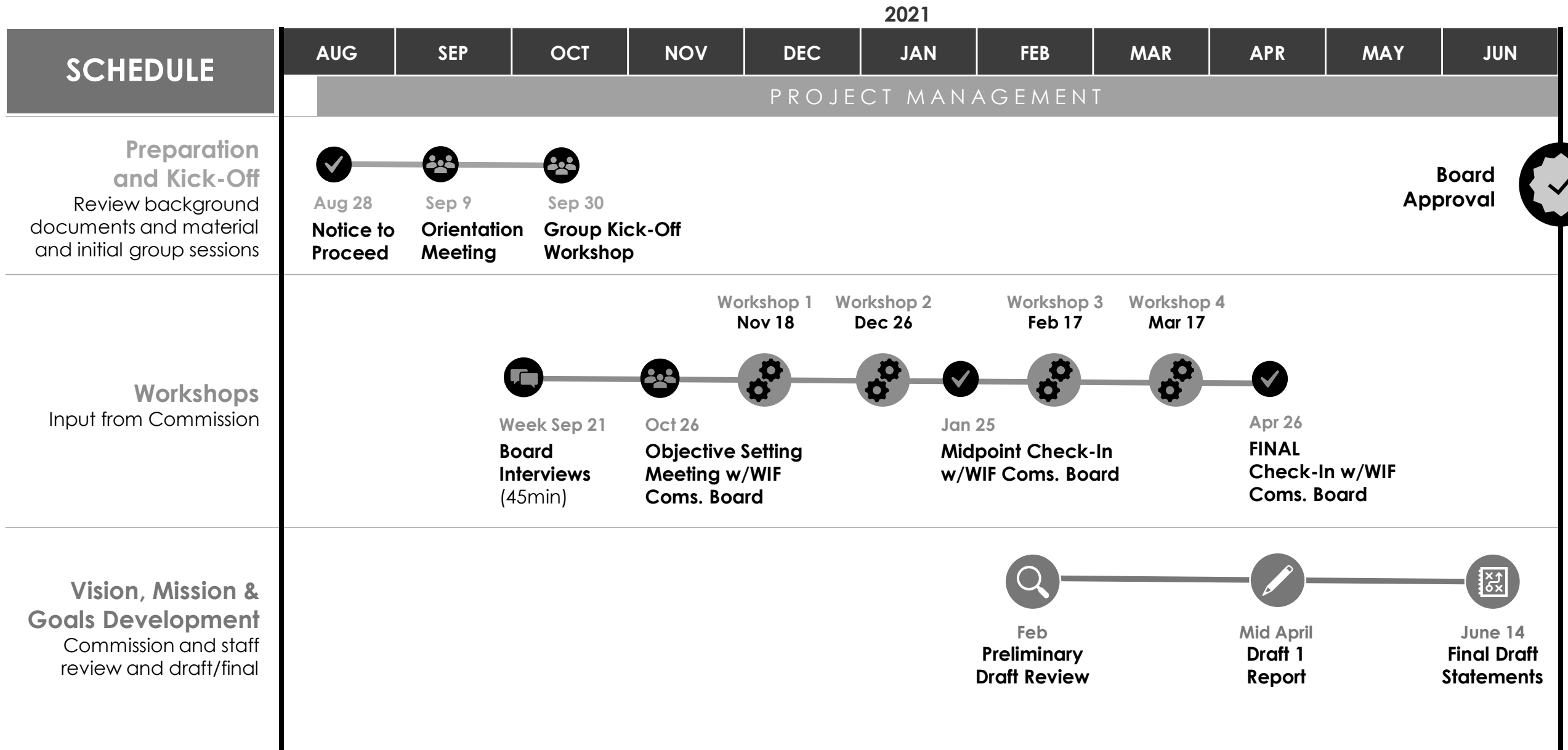


JULY 2021 | | WIF COMMISSION BOARD PRESENTATION

# The Willamette Intake Facility Commission

Strategic Framework: Mission, Vision, Values & Goals

# Where have we been & next steps



# DELIVERABLES

## SINGLE PAGE

### Water Quality Protection

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*WIF Commission Mission*  
To responsibly secure a safe and reliable Willamette River drinking water supply for our communities.



## E-DOCUMENT & PDF



### TABLE OF CONTENTS

*click on an element to learn more*

## Key Elements of Our Strategic Framework

**MISSION**  
Why the Commission exists including its purpose and critical function.

**VISION**  
An aspirational view of what the Commission will achieve in the future.

**VALUES**  
The Commission's foundational character including how it conducts business and how it is perceived.

**PILLARS**  
Strategic pillars hold up the mission and vision and give focus to the goals.

**GOALS**  
The Commission's prioritized areas of focus that will drive strategies and actions to achieve our Mission, Vision, and Values.


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# Key Elements of Our Strategic Framework

**VIEW OUR LIVE [DOCUMENT](#)**

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*click on an element to learn more*  


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An aspirational view of what the Commission will achieve in the future.

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## **GOALS**

The Commission's prioritized areas of focus that will drive strategies and actions to achieve our Mission, Vision, and Values.



Thank you!



## Willamette Intake Facilities Commission

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**WIF COMMISSION STAFF REPORT**

**To:** Board of Commissioners  
**From:** David Kraska, P.E., General Manager  
**Date:** July 26, 2021  
**Subject:** Semi-annual update on the Willamette Intake Facilities (WIF)-related elements of the Willamette Water Supply Program's (WWSP) Raw Water Facilities Project

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**Key Concepts:**

- On a semi-annual basis, the WIF Commission will receive an update on the WIF-related elements of the RWF\_1.0 project.
- This update will present the status of the project, the WIF budget, and the overall project schedule.

**Background:**

The RWF\_1.0 project, which is part of the Willamette Water Supply System (WWSS), includes upgrades to the WIF including replacing the screens, expanding the air burst system, and improving the seismic resiliency. This semi-annual update is intended to keep the WIF Commission apprised of the regular progress being made on this project.

Our last update was provided to the WIF Board at the January 25, 2021 meeting. The update included information on the WIF budget and RWF\_1.0 construction schedule.

There are two phases of construction planned for the RWF\_1.0 project. The majority of improvements to the WIF infrastructure are included in the first phase (Phase 1), however, there are a few improvements in second phase (Phase 2).

Completed construction activities since the January 25, 2021, update:

- WIF and WWSS ground improvements
- Breakthrough of the 84" casing into the receiving shaft for the WWSS trenchless crossing of Arrowhead Creek
- Piping modifications outside the Raw Water Pump Station to separate the pumps that currently supply water to the Willamette River Water Treatment Plant from those that will supply water to the future WWSS Water Treatment Plant

Current construction activities include:

- WWSS 66" pipeline installation
- WIF Raw Water Pump Station seismic retrofit improvements
- WWSS flowmeter vault
- WWSS utility work

The in-water work, including screen replacement, is scheduled to start in the fall of 2021. Phase 1 of construction is scheduled to be completed in February of 2022. As part of the last update, it was reported that the work may extend past the date by several months due to additional time needed by the subcontractor performing the

Semi-annual update on the WIF-related elements of the WWSP Raw Water Facilities Project  
July 26, 2021  
Page 2 of 2

ground improvements. The ground improvement work is now complete, and the schedule impact has been mitigated. Phase 2 of construction is planned to start in September of 2022.

**Budget Impact:**

There are currently no identified impacts to the budget.


**Staff Contact Information:**

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

**Attachments:**

None

**Management Staff Initials:**

General Manager		TVWD General Counsel	N/A
TVWD Chief Engineer	N/A	TVWD Chief Financial Officer	N/A

## Semi-annual Update on the WIF-related Elements of the Raw Water Facilities Project



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July 26, 2021

Willamette Intake Facilities Commission

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## Outline

- Overview of RWF\_1.0 Project
- Construction Cost Update
- Completed and Current Construction Activities
- Construction Schedule Update

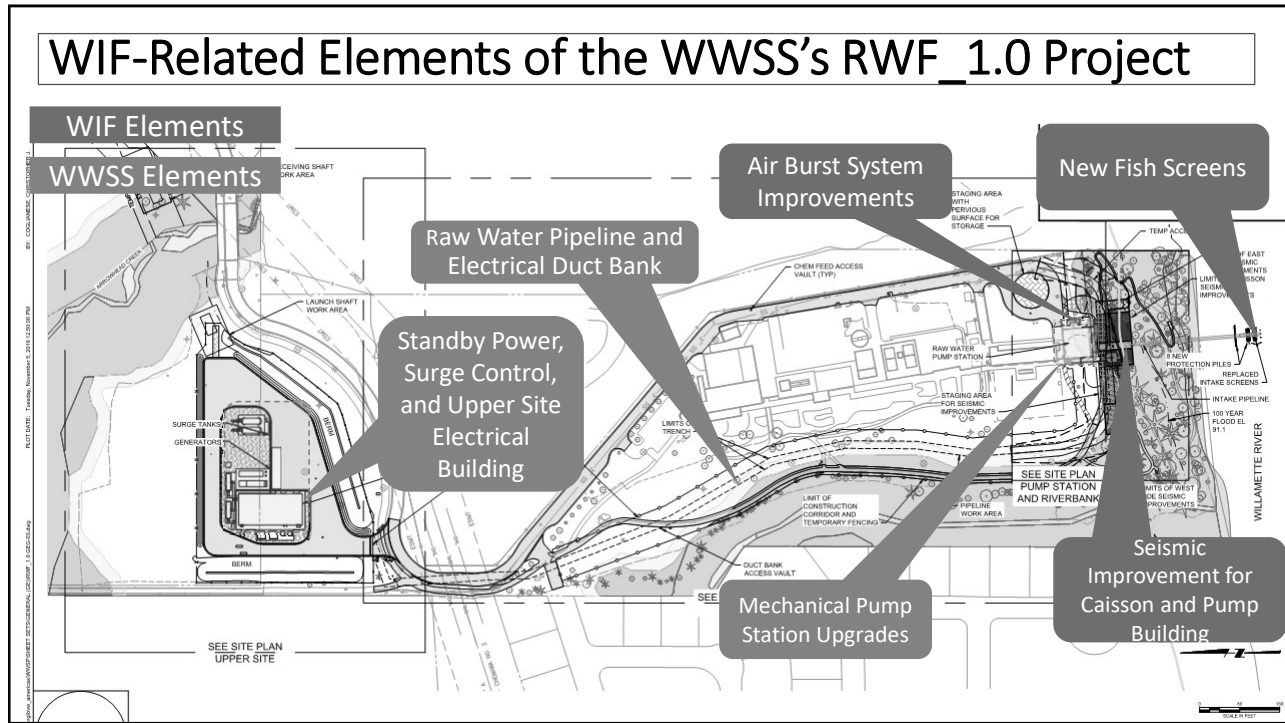
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July 26, 2021

Willamette Intake Facilities Commission

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## Construction Cost Update

No construction cost changes to report

July 26, 2021

Willamette Intake Facilities Commission

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## Completed Construction Elements – Breakthrough of Casing Pipe



Trenchless crossing launching and receiving shafts



Launching shaft

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Willamette Intake Facilities Commission

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## Completed Construction Elements



Ground improvements complete and demobilized

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Willamette Intake Facilities Commission

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## Current Activities – Pipeline Installation



Shoring for pinch point



66" pipe

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## Current Activities – Pipeline Installation



New WWSS header and cut and cap of existing WRWTP header



66" pipe in Park

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## Current Activities



Flowmeter vault



Seismic improvements at RWPS

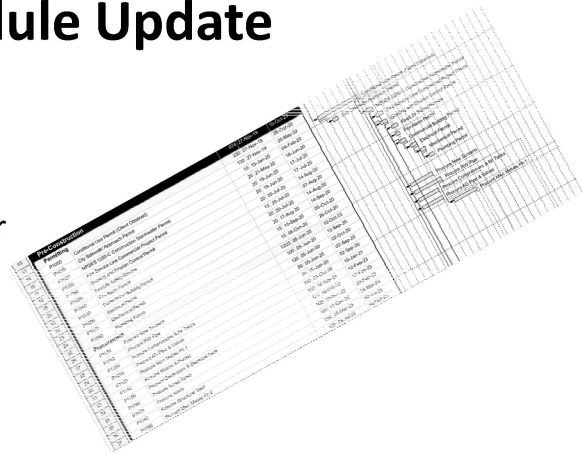
## Current Activities

- Coordination for in-water work
- Fiber conduit
- Utility work



## RWF\_1.0 Schedule Update

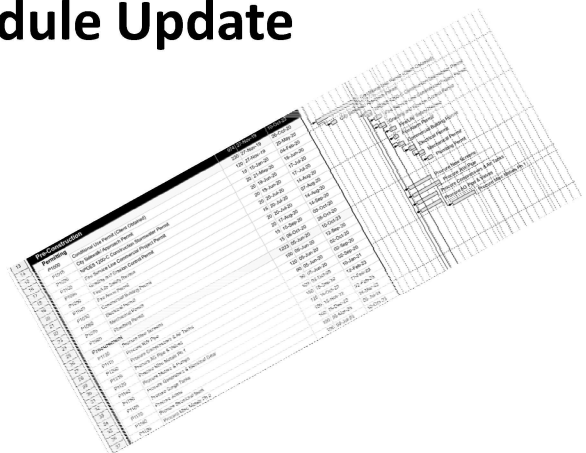
- ✓NTP issued on June 22, 2020
- ✓Upper site mass excavation: July to September 2020
- ✓Lower site access road: August to September 2020
- ✓Piles at upper site for electrical building: November 2020 to December 2020
- ✓Deep soil mixing for caisson stabilization: October 2020 to May 2021
- ✓Jet grout for pipeline stabilization: February 2021 to August 2021



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## RWF\_1.0 Schedule Update

- Raw water pump station building improvements: July to November 2021
- Raw water pipeline: August 2021 to January 2022
- Screen protection piles: September 2021
- Intake screen replacement: September to October 2021
- Trenchless crossing: September 2020 to September 2021



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## Summary of Schedule Changes

- In January 2021 it was reported that a potential Phase 1 schedule impact of 3 months was possible
  - Additional time (3 months) projected by sub contractor for ground improvements
  - Ground improvement work on critical path
- ✓ Ground improvement work is complete
- ✓ Schedule impact has been mitigated

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## QUESTIONS?

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# Willamette Intake Facilities Commission

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**WIF COMMISSION STAFF REPORT**

**To:** Board of Commissioners  
**From:** Joel Cary, TVWD Water Resources Division Manager  
**Date:** July 26, 2021  
**Subject:** Legislative Update

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**Key Concepts:**

- The 2021 Oregon Legislative Session officially ended on June 26
- A variety of bills and budget packages related to water passed this session, which are highlighted below
- Some of the bills will now generate the opportunity for continued collaboration on important water resources related topics in the 2022 Session and beyond

**Background:**

The 2021 Oregon Legislative Session officially ended Saturday, June 26, at 5:37 PM. This marked the end of the biennial long session for the state and culminated in the passage of several notable bills and budget packages related to drinking water providers. These items are presented below for WIF Commission consideration, including mention of bills that did not pass.

- **HB 3102 (CyanoHABs)** – Provides additional testing equipment to support required cyanotoxin testing by public water systems and adds additional nutrient analysis and supporting staff to the Oregon Department of Environmental Quality (DEQ). The companion bill (HB3093) for a HABs Coordinator position at the Oregon Health Authority and further DEQ resources did not pass.
- **DEQ Package 801 (Septic Loan Program)** – This package is part of a broader budget approval that includes low-cost loans to repair or replace failing septic systems. Of significance to drinking water is that failing septic systems are potential drivers for cyanoHABs, and this program has consistently been supported by water agencies to maintain and improve water quality.
- **HB 3103 (Stored Water Rights)** – This bill restores the ability for the Oregon Water Resources Department (OWRD) to approve stored water transfers for type of use (e.g., joint use to municipal) after being removed following a 2018 internal legal opinion. This bill also requires a facilitated stakeholder workgroup to evaluate a path forward to allow OWRD the ability to approve the *location* of stored water, currently still not allowed as a result of the same 2018 internal legal opinion.
- **OWRD Package 113 (Willamette Basin Reallocation Pre-Implementation)** – Establishes Willamette Basin Coordinator position and funding to work on complex water basin issues and help implement OWRD objectives in priority water basins in conjunction with package 111. It is expected that water providers will be closely involved in this pre-implementation work.
- **OWRD Package 111 (Complex Water Issues)** – Contract funding and one position to support work on complex water basin issues and help implement OWRD objectives in priority water basins, including the Deschutes and Willamette River basins.

Legislative Update  
 July 26, 2021  
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- **HB 2626 (Water Rights)** – This bill did not pass this session. It would have allowed the Oregon Legislature to appropriate water to an individual landowner within an already closed basin, setting a potentially problematic precedent by circumventing the established OWRD process for approving water rights or appropriations.

These bills and packages represent specific items that directly or indirectly related to the WIF Commission’s role in water supply stewardship and water quality protection, now being adopted in the completed *Mission, Vision, Values, and Goals* project. Further legislative updates related to partners agencies broader portfolio of responsibilities can be acquired through other membership organizations, such as the League of Oregon Cities and Special District Association of Oregon.

**Budget Impact:**

Informational items only; no impact to 2021-2022 WIF Budget.


**Staff Contact Information:**

Joel Cary; TVWD Water Resources Division Manager; 503-848-3019; joel.cary@tvwd.org

**Attachments:**

None

**Management Staff Initials:**

General Manager		TVWD General Counsel	N/A
TVWD Chief Engineer	N/A	TVWD Chief Financial Officer	N/A



# WIF COMMISSION LEGISLATIVE UPDATE

Joel A. Cary

July 26, 2021

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## LEGISLATIVE UPDATE

2021 Oregon Session Highlights

- The 2021 Oregon Legislative Session officially ended Saturday, June 26
- This marked the end of the biennial “long session” and culminated in the passage of several notable bills and budget packages related to drinking water
- These items are presented tonight for WIF Commission consideration, including mention of related bills that did not pass

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# LEGISLATIVE UPDATE

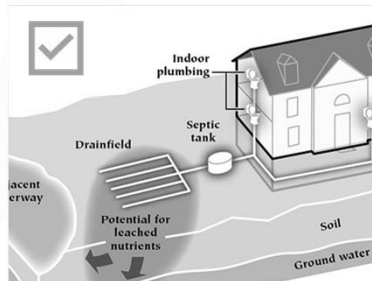
## 2021 Oregon Session Highlights



- **HB 3102 (CyanoHABs)** – Provides additional testing equipment to support required cyanotoxin testing by public water systems. Adds additional nutrient analysis and supporting staff to the Oregon Department of Environmental Quality (DEQ).



- The companion bill (**HB3093**) for a HABs Coordinator position at the Oregon Health Authority and further DEQ resources did not pass. Included proactive and increased capacity to respond to watersheds susceptible to cyanoHABs in coordination with other agencies (e.g., drinking water providers).



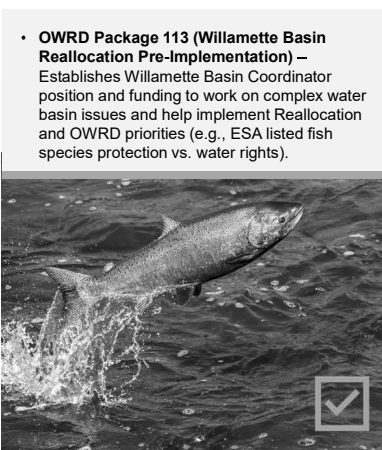
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# LEGISLATIVE UPDATE

## 2021 Oregon Session Highlights



- **HB 3103 (Stored Water Rights)** – Restores the ability for the Oregon Water Resources Department (OWRD) to approve stored water transfers for type of use (e.g., joint use to municipal). Also requires a facilitated stakeholder workgroup to find a path forward for location of stored water transfers.



- **OWRD Package 113 (Willamette Basin Reallocation Pre-Implementation)** – Establishes Willamette Basin Coordinator position and funding to work on complex water basin issues and help implement Reallocation and OWRD priorities (e.g., ESA listed fish species protection vs. water rights).



- **OWRD Package 111 (Complex Water Issues)** – Contract funding and one position to support work on complex water basin issues and help implement OWRD objectives in priority water basins, including the Deschutes and Willamette River basins.



## LEGISLATIVE UPDATE

### 2021 Oregon Session Highlights



**HB 2626 (Water Rights)** – Would have allowed the Oregon Legislature to appropriate water to an individual landowner within an already closed basin, setting a potentially problematic precedent by circumventing the established OWRD process for approving water rights or appropriations.

- Several of these bills will now generate the opportunity for continued collaboration on important water resources related topics in the 2022 Session and beyond
- We will continue to be highly engaged in the Willamette basin activities presented here tonight (e.g., OWRD package 113, HB 3103)

5 | Legislative Update



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## LEGISLATIVE UPDATE

### Conclusions

- These bills and packages represent specific items that directly or indirectly relate to the WIF Commission's role in water supply stewardship and water quality protection, now being adopted in the completed *Mission, Vision, Values, and Goals* project.
- Further legislative updates related to the partner agencies' broader portfolio of responsibilities can be acquired through other membership organizations, such as the League of Oregon Cities and Special District Association of Oregon.



6 | Legislative Update



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