



## **Board Meeting Minutes Tuesday, February 13, 2018**

### **WRWC Board Members or Alternates present:**

John Goodhouse, WRWC Board Chair, Councilor – City of Tigard  
Richard Burke, Board President, Tualatin Valley Water District (TVWD)  
Lee Weislogel, Mayor – City of Sherwood  
Frank Bubenik, Councilor – City of Tualatin

### **WRWC Member Staff present:**

John Goodrich – City of Tigard  
Mark Knudson – TVWD  
Clark Balfour – TVWD  
Paul Matthews – TVWD  
Katherine Lipari DeSau – TVWD  
David Kraska – Willamette Water Supply Program  
Jeff Fuchs – City of Tualatin  
Richard Sattler – City of Sherwood

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### **Call to Order**

Chair John Goodhouse called the meeting to order at 5:18 pm.

#### **1. Review and Approval of Minutes of November 14, 2017 Board Meeting**

Motion by Burke, second by Bubenik to approve the November 14, 2017 Willamette River Water Coalition (WRWC) Board meeting minutes. The motion passed unanimously.

#### **2. Willamette Governance Group Update**

Knudson provided an update of Willamette Governance Group (WGG) activities and partnerships. (See attached presentation.) He shared information about the Willamette Intake Facilities site, capacity allocations, Intergovernmental Agreement, organizational structure, administration, Purchase and Sale Agreements and next steps. If approved by all of the Parties, the anticipated effective date of the Willamette Intake Facilities Intergovernmental Agreement is April 6, 2018.

#### **3. Willamette Basin Review Feasibility Study Update**

Knudson presented an update on the Willamette Basin Review Feasibility Study. Concern was expressed since municipal and industrial entities were granted only 7.7% of the total 1,590,000 acre-feet of authorized water storage. Therefore, the Oregon Utility Council submitted a letter requesting an additional allocation from joint usage storage. Mr. Knudson stressed the importance of federal legislation to increase the allocation. The WRWC's portion of lobbying and technical support expenses is estimated at \$50,000. A proposal to fund this work will be presented at a future WRWC meeting.

Bubenik and Goodhouse requested a simplified, one-page summary of the key points to share with congressional representatives, prior to March 9<sup>th</sup>. Knudson agreed to create the desired document.

#### **4. WRWC Website Maintenance Update and Proposal**

Watson introduced herself as TVWD's Communications and Public Affairs Supervisor. She summarized TVWD's proposal to update the existing WRWC website. Following are the key points:

- Project goals include website modernization, simplification of the existing update process and accessibility.
- The WRWC website upgrade to be incorporated into TVWD's website redesign/vendor selection process.
- Estimated costs for the WRWC website redesign and launch are \$4,400.
- Up to 24 hours per year of website maintenance included in the current administrative services agreement.

Burke voiced his support for the proposal and emphasized the importance of control, accessibility and utilization of existing infrastructure.

Motion by Burke, second by Weislogel to adopt TVWD's Proposal to Provide Website Services to the Willamette River Water Coalition. The motion passed unanimously.

#### **5. Unaudited Financial Report for the Second Quarter of the Fiscal Year Ending June 30, 2018**

Matthews provided an overview of the second quarterly financial report for fiscal year ending June 30, 2018. (See attached presentation.) Following are key highlights:

- Expenditures were under budget.
- Fund balance utilization continues.
- Dues will be sent next week in the amount of \$8,000.

#### **6. Proposed WRWC Annual Work Plan for FY 2018-19**

Matthews presented the proposed FY 2018-2019 Annual Work Plan. (See attached presentation.) Since the Board adopted the website proposal, Matthews highlighted the proposed alternative budget totaling \$95,400. Matthews noted that the budget balances resources and requirements. Operating expenses include TVWD's managing agency fee (\$2,000 per month) and \$2,000 to restate the Intergovernmental Agreement.

Motion by Burke, second by Weislogel to adopt the Alternative WRWC Work Plan and Budget for the fiscal year ending June 30, 2019. The motion passed unanimously.

#### **7. Member Updates/Announcements**

Weislogel shared that he is currently fulfilling the role of interim Mayor for the City of Sherwood. A vote will take place later this month to elect a new mayor whose term will commence March 13<sup>th</sup>. He expressed appreciation for the WRWC's work.

Burke commented on the work currently being done in the areas of water partnership and regional planning.

#### **8. Public Comment**

No public was present at today's meeting.

**9. Adjournment**

Motion by Bubenik, second by Weislogel to adjourn the meeting at 6:03 pm. The motion passed unanimously.