

***Willamette River Water Coalition
Board Meeting Minutes
Wednesday, May 11, 2016***

WRWC Board Members or Alternates present:

Marland Henderson, WRWC Chair, Councilor – Tigard City Council
Ed Truax, WRWC Vice-Chair, Councilor – City of Tualatin
Marilyn McWilliams, WRWC Board Member, Commissioner – Tualatin Valley Water District
Renee Brouse, WRWC Board Alternate, Councilor – City of Sherwood

WRWC Member Staff present:

John Goodrich – City of Tigard
Dennis Koellermeier – City of Tigard
Mark Knudson – TVWD
Todd Burton – TVWD
Paul Matthews – TVWD
Jerry Postema – City of Tualatin
Craig Sadler – City of Sherwood

WRWC Staff present:

Kelly Ross – Western Advocates, Inc.

Guests & Members of the Public present:

Clark Balfour, Cable Huston
Norm Eder, CFM Communications

I. Call to Order

Chair Henderson called the meeting to order at 5:30 pm at the Tigard Public Works Building, 8777 SW Burnham St., Tigard, Oregon.

II. Review and Approval of Minutes

The board reviewed the minutes from the February 3, 2016 board meeting.

Motion by Truax, seconded by McWilliams, to approve the minutes as distributed. The motion was approved unanimously via a voice vote of the board.

III. WRWC Financial Update and 2016-17 Budget Review

Knudson summarized where discussion ended at the February 3rd meeting and introduced TVWD CFO Paul Matthews.

Matthews summarized the most recent financial report and TVWD's role with the WRWC, explaining that the WRWC budget is adopted as part of the TVWD budget. Matthews described adjustments that need to be made to the 2015-16 budget proposed budget for 2016-17.

Motion by Truax, seconded by McWilliams, to adopt the proposed actions for the 2015-16 budget, which are to increase appropriations by \$50,000, to transfer \$22,440 from contingency to materials and services, and to increase dues by \$27,560. The motion was approved unanimously via a voice vote of the board.

Truax asked Knudson to explain the plan for transitioning WRWC to a new entity. Knudson said that the Willamette Governance Group hopes to have a signed agreement by the end of 2016.

McWilliams asked why there would incremental dues billing rather than all at once. Matthews said incremental billing makes more sense due to the fluidity of the situation.

Truax asked Matthews to write a letter to his finance director explaining what will be happening with changed procedures in dues billing. Matthews said that he would be happy to do so.

Motion by Truax, seconded by McWilliams, to adopt the proposed budget for the 2016-17 fiscal year, with \$299,000 in expenditures and \$277,160 in member dues. The motion was approved unanimously via a voice vote of the board.

Truax suggested scheduling future Board meetings to coincide with needs of the Willamette Governance Group negotiating process.

IV. Member Updates/Announcements

Knudson announced that Brenda Lennox, TVWD's customer service manager, retired a couple months ago, and will be replaced by new hire Andrew Carlstrom.

Koellermeier announced that the new Tigard-Lake Oswego treatment plant will be fully operational by the end of May

V. Executive Session

The Board recessed the public meeting at 6:25 pm and went into an executive session under ORS 192.660(2)(e) to consider real property matters; ORS 192.660(2)(f) and 192.502(9) to consider records exempt from public disclosure; and ORS 192.660 (2)(h) to consult with legal counsel regarding pending or threatened litigation.

The Board adjourned the executive session at 7:02 and reconvened the public meeting.

The meeting was adjourned at 7:04 pm.