

**Willamette Water Supply System Commission  
Board Meeting Minutes  
Tuesday, August 6, 2019**

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**Commissioners present:**

Tualatin Valley Water District (TVWD): Jim Duggan  
Hillsboro: John Godsey  
Beaverton: Denny Doyle

**Committee Members present:**

TVWD: Tom Hickmann, Management Committee  
Mark Knudson, Management Committee (outgoing)  
Paul Matthews, Finance Committee  
Hillsboro: Niki Iverson, Management Committee (via conference call)  
Beaverton: David Donaldson, Management Committee

**Managing Agency Staff present:**

Dave Kraska, Willamette Water Supply Program Director; WWSS Commission General Manager  
Joelle Bennett, Willamette Water Supply Program Assistant Director  
Bill Van Derveer, Willamette Water Supply Program Manager  
Justin Carlton, Willamette Water Supply Program Finance & Administrative Supervisor  
Clark Balfour, TVWD General Counsel  
Mark McConnell, TVWD Facilities  
Faye Branton, Willamette Water Supply Program Administrative Assistant; WWSS Commission Recorder  
Joel Cary, TVWD Water Resources Division Manager

**Other Attendees:**

Tacy Steele, City of Hillsboro Water Programs Manager

No members of the public were present.

**CALL TO ORDER**

Chairman Duggan called the special Willamette Water Supply System (WWSS) Commission meeting to order at 9:30 a.m.

**1. GENERAL MANAGER'S REPORT**

There was no General Manager's report.

**2. PUBLIC COMMENT**

There were no public comments.

**3. CONSENT AGENDA**

- A. Approve the July 3, 2019 meeting minutes.

Motion was made by Godsey seconded by Doyle to approve the consent agenda as presented. The motion passed unanimously with Doyle, Duggan, and Godsey, voting in favor.

**4. BUSINESS AGENDA**

- A. Consider adopting Resolution WWSS-04-19, a resolution declaring public necessity to acquire permanent and temporary construction easements over, upon, under and through real property for pipeline section PLW\_1.3 for the Willamette Water Supply System.  
*-Staff Report – Dave Kraska*

Mr. Kraska presented the staff report requesting the Board's adoption of Resolution WWSS-04-19.

Motion was made by Doyle seconded by Godsey to adopt Resolution WWSS-04-19, declaring public necessity to acquire permanent and temporary construction easements over, upon, under and through real property for pipeline section PLW\_1.3 for the Willamette Water Supply System. The motion passed unanimously with Doyle, Duggan, and Godsey, voting in favor.

**5. INFORMATION ITEMS**

- A. Management Authority Matrix – Approvals and Procurement Forecast (MAM) – Staff Report – Dave Kraska

Mr. Kraska presented the staff report and a brief overview of the Willamette Water Supply Program's history regarding the pre-WWSS IGA decision-making process, including the Board's delegation of authority to the WWSS Management Committee to approve selected actions until the first regular WWSS Board meeting on September 5, 2019. Mr. Kraska concluded by familiarizing the Board with the layout of the Management Authority Matrix – Approvals and Procurement Forecast (MAM) and noting anticipated actions for the Board at the September meeting.

- B. The next Board meeting is scheduled on September 5, 2019, 12:00 p.m. to 2:00 p.m. at the Tualatin Valley Water District – Board Room.

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

- A. None scheduled.

**ADJOURNMENT**

There being no further business, Chairman Duggan adjourned the meeting at 9:44 a.m.