

BARNEY RESERVOIR

Joint Ownership
Commission

General Manager

Kevin Hanway
150 E. Main Street
Hillsboro, OR 97123
503-615-6585

Board of Commissioners

City of Hillsboro
John Godsey

City of Forest Grove
Peter Truax

City of Beaverton
Denny Doyle

Tualatin Valley Water District
Dick Schmidt

Clean Water Services
Tom VanderPlaat



BARNEY RESERVOIR JOINT OWNERSHIP COMMISSION (BRJOC) PRELIMINARY AGENDA

City of Hillsboro
Civic Center
150 East Main St., **Room 113B**

July 14, 2017
12:30 p.m.
Regular Meeting

Assistive Listening Devices (ALD) and sign language interpreters are available, at no cost, and can be scheduled for this meeting. Please provide at least 72 hours notice prior to the meeting. To obtain these services, call (503) 681-6100 or TTY (503) 681-6284.

ALL TESTIMONY IS ELECTRONICALLY RECORDED.

CALL TO ORDER AT 12:30 PM

Introductions.

1. **CONSENT AGENDA** (The entire Consent Agenda is normally considered in a single motion. Any Commissioner may request that an item be removed for separate consideration.)
 - A. Approve regular meeting minutes from Friday, April 14, 2017
2. **COMMUNICATIONS AND NON-AGENDA ITEMS**
 - A. None scheduled.
3. **UNFINISHED BUSINESS**
 - A. None scheduled.
4. **NEW BUSINESS**
 - A. None scheduled.
5. **DISCUSSION ITEMS** (These items may result in actions by the Commission)
 - A. Water supply status. *Staff Report – Kristel Fesler*
 - B. General Manager’s Report. *Staff Report – Kevin Hanway*
6. **ADVICE/INFORMATION ITEMS**
 - A. The next JWC and BRJOC meetings are scheduled on Friday, July 14, 2017, at the Civic Center in Room 113B. The BRJOC meeting will be held at 12:30 p.m. with the JWC meeting following.

BARNEY RESERVOIR JOINT OWNERSHIP COMMISSION (BRJOC)

MINUTES

City of Hillsboro
Civic Center, Room 113B
150 E. Main St.

April 14, 2017
12:30 p.m.
Regular Meeting

Commissioners Present:

Hillsboro: David Judah
Forest Grove: Rod Fuiten
Beaverton: Denny Doyle
TVWD: Jim Doane
Clean Water Services: Mac Martin (CWS Designee)

Other Commissioners:

Hillsboro: Deborah Raber
Beaverton: Marc San Soucie and Mark Fagin
TVWD: Mark Knudson and Dick Schmidt

Staff Present:

Hillsboro: Kevin Hanway, Sophia Hobet, Chris Wilson, Niki Iverson, Tacy Steele, Tyler Wubbena, Kristel Fesler, Mellisa Franklin, Lindsay Wochnick, Erika Murphy and Tonya Bilderbeck
Beaverton: David Winship
Forest Grove: Rob Foster, Bryce Baker and Derek Robbins
TVWD: Carrie Pak

Others:

Clark Balfour, TVWD Attorney
Tommy Brooks – Cable Huston

(Please Note: In order to insure proper approval of agenda items requiring action, each agency should plan to have only one Commissioner, primary or alternate, participate in making or seconding any motions.)

ALL TESTIMONY IS ELECTRONICALLY RECORDED.

Call to order at 12:30 p.m.

Introductions.

- 1. **CONSENT AGENDA** (The entire Consent Agenda is normally considered in a single motion. Any Commissioner may request that an item be removed for separate consideration.)

- A. Approve regular meeting minutes from Friday, January 13, 2017.

Motion by Judah and seconded by Schmidt to approve the consent agenda as presented. The motion carried unanimously, with Commissioners Judah, Fuiten, Doyle, Schmidt and CWS designee Martin all voting in favor.

2. COMMUNICATIONS AND NON-AGENDA ITEMS

A. None scheduled.

3. UNFINISHED BUSINESS

A. None scheduled.

4. NEW BUSINESS

A. Consider approval of proposed FY 2017-18 budget. *Staff Report – Mellisa Franklin*

Franklin reviewed the proposed budget as follows:

Total Expenditures Increase: The overall budget total expenditures are \$1,065,246, a 29% increase from fiscal year 2016-2017 budget. This figure includes the capital reserve of \$270,367. BRJOC partners are charged only for actual expenditures. The proposed expenditures without the reserve are \$794,879, an increase of 38.5% from the prior year level of \$573,991. Explanations of the proposed budget levels are provided below, by budget category.

- Personnel Services: The personnel services budget increased by 80,000 from fiscal year 2016-2017 to 2017-2018. The proposed budget increase results from three factors: updated employee cost allocations; an increase in PERS contribution rates that will be effective July 1, 2017; and an estimated 5% overall increase in total personnel service costs, to include: (1) estimated increases in Medical and Dental costs for half the year; (2) Hillsboro's estimated Cost of Living Adjustments (COLA) (final figures are not yet determined).

The updated employee allocations show an increase from 1.6 to 2.2 FTE assigned to BRJOC activities. Most of the increase results from increased allocation due to expanded data management activities (15% increase in allocation for Water Resources Specialist and 25% allocation for new Project Specialist position).

- Materials and Services: The proposed budget has an increase of approximately \$14,500 in Materials and Services. The majority of the increase is due to additional testing needs for Barney Reservoir's Sampling and Analysis Program to improve water quality monitoring.
- Operating Capital Outlay: The proposed budget is \$216,750, and includes several new projects and procurements to be completed in FY 2018. Significant expenditures include:
 - \$17,000: purchase and installation of communications equipment to enable remote valve operations and to improve employee safety;
 - \$125,000: construction of security fencing requested by State of Oregon dam inspector;
 - \$46,000: work to support application to obtain new supplemental water rate, to authorize higher rate of release flow.

- Special Payments: The proposed budget includes an increase of approximately \$16,500 in Special Payments. The category of “special payments” includes items such as insurance, facilities depreciation, support services charges, equipment depreciation, etc.
- Capital Projects: No capital projects are proposed for fiscal year 2017-2018.

San Soucie commented on the useful information provided in the budget documents. Martin asked for a brief description on the insurance. Hanway said the Commission purchases its own insurance, however it utilizes Hillsboro’s Risk Department staff to evaluate policies.

Doyle asked for clarification on increased in Personnel Services. Franklin said \$13,000 accounts for unknown factors, PERS increase, \$28,000 is for new FTE positions, with the remaining \$38,000 due to updated allocations of existing staff.

Motion by Fuiten and seconded by Doyle to approve the proposed FY 17/18 budget as presented, subject to final modifications not to exceed 5% of Personnel Service and Special Payments costs as determined by the City of Hillsboro, as presented. The motion carried unanimously, with Commissioners Godsey, Truax, Doyle, Schmidt and CWS designee Martin all voting in favor.

5. DISCUSSION ITEMS (These items may result in actions by the Commission)

A. Water Supply Status. *Staff Report – Kristel Fesler*

Fesler reported the reservoir filled in early January. She said releases typically begin in June, however, with the long wet season it may change this year.

B. General Manager’s Report. *Staff Report – Kevin Hanway*

Hanway reported the new floating log boom was installed, and showed pictures of the new boom. He said the project was completed in March and came in \$15,000 under budget.

6. ADVICE/INFORMATION ITEMS

- A. The next JWC and BRJOC meetings are scheduled on Friday, July 14, 2017, at the Civic Center in Room 113B. The BRJOC meeting will be held at 12:30 p.m. with the JWC meeting following.

There being no further business, the meeting was adjourned at 12:42 p.m.

Chairman, Barney Reservoir Joint Ownership Commission

ATTEST: _____
Secretary