

WILLAMETTE FALLS LOCKS AUTHORITY

Authority Meeting
September 27, 2023, 2:00-2:45 PM
Meeting Minutes -- DRAFT
(Minutes: Pat Vivian and Sandy Carter)

Board Members Present:

Russ Axelrod [*Willamette Falls and Landings Heritage Area Coalition*]
Mary Baumgartner [*Council President, West Linn*]
Sandy Carter [*Advocates for Willamette Falls Heritage, formerly Willamette Falls Heritage Foundation*]
Robert Kentta [*Confederate Tribes of Siletz*]
Christine Lewis [*Metro Council*]
Denyse McGriff [*Mayor, Oregon City*]
Chris Mercier [*Vice Chair, Confederated Tribes of Grand Ronde*]
David Penilton [*Clackamas County Tourism*]
Mini Sharma Ogle [*PGE*]
Tootie Smith [*Chair, Clackamas County Board of Commissioners*]

Non-Voting Legislators Present:

State Rep. Jules Walters

Authority Executive Director:

Reed Wagner

Others Present:

Martha Pellegrino [*Confederated Tribes of Grand Ronde*]
Pat Vivian [*scribe*]

1. Welcome, Agenda Review, Minutes Approval and Treasurer's Report

Chair Christine Lewis called the meeting to order and reviewed the agenda. A quorum was present.

1a. Approval of August minutes. There was discussion of updating the reference to "anchors" in the section on Corps construction work near PGE. The anchors being referred to are rock anchors, not gudgeon anchors. Denyse McGriff moved that the notes be approved with that clarification, and the revised version presented as final at the October meeting. Chris Mercier seconded the motion, which was unanimously approved.

1b. Treasurer's update. The available balance is \$183,388, with only two transactions this month, Sandy Carter reported. We now have D&O insurance. Another \$120,000 is expected from Mt. Hood Territory and a \$30,000 pledge from Marion County. Chair Smith made a motion to approve the treasurer's update, seconded by Russ Axelrod. The treasurer's report was unanimously approved.

2. Executive Director's Report

Reed Wagner gave business item updates.

2a. Draft budget and end of year financial report. The version of the draft budget Reed sent out prior to today's meeting is still current with one change: Marion County has requested that their invoice be moved from the 2022-23 budget to the 2023-24 budget.

Reed also sent board members an end of year financial report for 2022-23. With these two items in hand, the Authority is ready to hire an accounting firm that will compile monthly reports for the Authority's Treasurer.

2b. Networking opportunities. Reed plans to attend the National Waterways Association Conference in Sacramento and the Pacific Northwest Waterways Association conference in Vancouver, WA next month. He asked board members to let him know if they would like to attend the PNWA conference in Vancouver.

Chair Lewis will join Reed and Jeff Hicks of the Corps of Engineers in giving a presentation next Monday at a North Clackamas Chamber of Commerce meeting. They will describe the Corps construction work and the Locks restoration effort. She invited board members to join them.

2c. VIP tour of the Locks. There will be a VIP tour of the Locks on October 23 with the intention of involving participants who are not currently Authority partners. Reed encouraged board members to let him know if they know anyone who should be invited. Chair Lewis described it as an exciting opportunity for coalition-building.

Sandy Carter suggested requesting access to the Corps office building in case it rains. Russ Axelrod asked whether the tour will include the falls. Mini Sharma Ogle said that would depend on the access agreement between the Corps and PGE. She advocated limiting the tour to the Locks due to safety concerns.

Christine Lewis proposed inviting 30-35 people on the tour and said she would compile a list of interested people who couldn't make it on that date, if needed.

3. WFLA Discussion and Decision Items

The board had two financial documents to review.

3a. End of year financial report. Reed explained that this initial report is very basic and that once an accounting firm is under contract the Authority's future year-end reports will look quite different, as we move into business / quasi-governmental accounting.

ACTION: Sandy Carter made a motion to approve the end of year financial report, seconded by Robert Kentta. The report was unanimously approved.

3b. 2023-24 budget approval. Reed reported. Lacking an officially appointed Authority Budget Advisory Committee, the proposed 2023-24 budget was approved last week by the Executive Committee, which made the adjustment requested by Marion County (section 2a) and added a line item for travel and conference expenses.

ACTION: Russ Axelrod made a motion to approve the 2023-24 budget, seconded by Chair Smith. The budget was unanimously approved.

4. Wrap Up and Adjourn

In response to a press release, Pamplin newspapers plan to publish an article on the Locks. The release announced the hiring of Reed as Executive Director and the work the Corps is doing to restore the Locks. Chair Lewis will keep the board informed when she finds out more about the press coverage.

Sandy raised the issue of board terms expiring. Christine plans to discuss this with the Governor's staff. Her recommendation is that any board member who's willing to continue serving should do so. Perhaps the board could write a letter asking that people continue for a second term if they're willing. Sandy said she's willing to continue as Secretary but she wants to pass off the role of Treasurer, enlarging the Executive Committee.

Chair Smith recommended that officers be elected in January; Chair Lewis agreed that's a good plan. Reed has been working with Turner Odell to step into the role of liaison with the Governor's office re: board member terms.

The next Authority monthly meeting on October 25 will be a hybrid meeting. The physical location will be the West Linn Adult Community Center, with a Zoom option for those who don't attend in person. The meeting will conclude with a celebration of the work Turner Odell and his Oregon Solutions team has done over the years to make the Locks restoration effort a reality.

Chair Lewis asked that board members review the videos on Section 106 of the National Historic Preservation Act attached to today's agenda and come to the October meeting prepared to discuss the options.