



Willamette Falls Locks AUTHORITY

Authority Meeting

Oregon City Library

606 John Adams St, Oregon City

Wednesday, February 28, 2024 – 2:00 to 3:30 PM

Optional hybrid attendee link: <https://us06web.zoom.us/j/89653603970>

Agenda

Authority Mission:

- *The mission of the Authority is to establish ownership, oversight, and management of the Willamette Falls Locks project, for the purposes of:*
 - *Enhancing the economic vitality of Oregon through facilitating the resiliency and navigability of the Willamette River; and*
 - *Repairing, maintaining, upgrading, and operating the Willamette Falls Locks project and associated properties and facilities for commercial, transportation, recreational, cultural, historic, heritage and tourism purposes.*

2:00 – 2:15	Welcome, Agenda Overview, Board Officer Elections. Minutes Approval <ul style="list-style-type: none">○ Welcome, Agenda Review○ Approval of Minutes from WFLA Meeting (January 2024)○ Accounting and Treasurer’s update<ul style="list-style-type: none">▪ Prorated Year to Date▪ Total Year to Date▪ Approval of Treasurer’s report
2:15 – 2:45	WFLA Director’s Report - Business Item Updates <ul style="list-style-type: none">○ Financial Decisions and Policies<ul style="list-style-type: none">▪ Financial Policy and Procedure Manual▪ Budget Calendar - There are some TBD dates on this pending the establishment of the Budget Committee meeting date.<ul style="list-style-type: none">- Board decision later in this meeting.▪ Fiscal Policy Manual Outline and Timeline<ul style="list-style-type: none">- Brief Review▪ Fiscal Policy Manual completed chapters 1, 4, and 5.<ul style="list-style-type: none">- Detailed review. Approval of all chapters will be sought later this year.▪ Procurement Manual Updates<ul style="list-style-type: none">- Board decision later in this meeting.○ Website review and discussion

2:45-3:00	<p>Decisions</p> <ul style="list-style-type: none">○ Budget Calendar<ul style="list-style-type: none">▪ <i>Suggested Motion: I move to approve the Willamette Falls Locks Authority 2024-25 proposed budget calendar as presented.</i>○ Procurement Manual Update<ul style="list-style-type: none">▪ <i>Suggested Motion: I move to approve the updates to The Willamette Falls Locks Authority procurement manual as presented.</i>
3:00-3:10	<p>Wrap-up & Adjourn</p> <ul style="list-style-type: none">○ Next Meeting March 27, 2024