

1
2 **Welches Water Company Presentation**

3 Welches Water Company President Allan Yunck and Water Operator Victor Evans were introduced.
4 Evans gave the initial presentation covering the company's early history and acquisition of water rights,
5 flow volumes, boundaries, number of hookup, and types of connections. He also discussed other aspects
6 of operation such as backflow prevention valves, backup wells, storage. Water quality was noted
7 exceptional. Some projects were identified for future development in the system's master plan. //See
8 *attached handout for full presentation, including a copy of the company's master plan*//

9 A question and answer period followed the presentation. It was clarified that Welches Water
10 Company was a member/shareholder company rather than a district. As such it cannot apply for federal
11 grants. Discussion touched on the consolidation of administration of water systems for elimination of
12 redundancies and economies of scale. It was noted that some systems, when asked, saw the value of
13 exploring the topic in the future.
14

15 **Review of Mountain Quail Business Services, Inc. Contract Performance**

16 The Chair Nancy Dougherty brought to the table a series of evaluation questions for Board review and
17 input.

18 The Chair noted that the Board has appreciated the condensed version of the Board and Town
19 Hall meeting minutes was the Board's preferred version. Chris Roth noted that the shorter version was
20 reviewed and approved by County Counsel Steve Lounsbury as acceptable for records-keeping. //See
21 *also printout from ORS 192.660 regarding Records, Reports and Meetings circulated by Roth*//

22 Rick Applegate interjected some background information for attendees' better understanding of
23 the discussion. He noted that the Board had originally wanted to do this in Executive Session rather
24 than open session so that anything that was said about a business that might harm it would be done in an
25 appropriate session. That approach was rejected by County Counsel.

26 In clarifying the history of minutes for the Villages of Mt. Hood, Applegate said that Shirley
27 Deuber originally took minutes for the Board. Despite her thorough commitment to the task, there
28 ensued discussions and debate about their presentation. These discussions and debates often crowded
29 the Board's work in their meetings and ultimately required some intervention by the County. Applegate
30 noted that Mountain Quail was approached by a couple Board members outside of the Board's direction
31 and brought to a Board meeting to take minutes. It was a surprise to the Board but the service was
32 approved because the Board was at something of a stalemate in producing minutes of record. Further,
33 Applegate noted that the Board approved the opportunity because they believed the minutes produced by
34 MQBS, Inc. would be of accepted quality. However, in accepting the services, it has taken the Villages
35 at Mt. Hood's entire budget to produce the minutes at the detailed level. Applegate noted that the most
36 cost effect way to get minutes produced was to have the Board Secretary or a volunteer produce them.
37 The most expensive way to do it was to have the highest standard of detailed minutes such as MQBS,
38 Inc. was producing. The whole discussion about minutes started with the issue of what can the Villages
39 at Mt. Hood's budget afford. Is it reasonable to spend the entire budget on minutes which represents
40 only a small part of what the Board needs to get done?

41 Chair Nancy Dougherty thanked Applegate for his history and summation of the issues. Board
42 Member Bob Reeves added that he felt MQBS, Inc. had been responsive to the Board's requests and that
43 the shorter version of minutes was more than adequate. He noted that there was a backup recording. He
44 believes it is important that MQBS, Inc. keep good communications with the Board Chair and the
45 County liaison. Applegate added that the money invested was well spent; it helped the Board out of a
46 difficult time. However, his perspective is that the Board does not need that level. The County Counsel
47 has indicated the shorter version is appropriate.

48 The Chair moved the Board back to responding to the evaluation questions. The responses were
49 as follows:

1	Thoroughness:	Exceeds expectations
2	Accuracy:	Very Good
3	Confidentiality:	Meets expectations...only because the minutes should always go only to
4		the Board first. The Board will release the draft to the County and press
5		thereafter.
6	Timeliness:	Acceptable
7		

8 Vice Chair Bob Reeves asked for MQBS, Inc.'s perspective. Marilyn Peterson noted that she
9 believes she understands the history of the minute's process and that the need for the more detailed
10 version may not exist at this time. She noted that she wanted the Board to know that those who
11 anticipate the publication of minutes have applauded the Board on providing them in a more detailed
12 version because it gave the Board's work transparency that yields better understanding and lower risk
13 for misunderstandings. She felt the longer versions had generated a public relations benefit. She
14 concluded by saying that she understood the Board's budget perspective and that the need for the longer
15 versions may have passed.

16 Chris Roth noted that the County Counsel noted that if the Board moved away from the more
17 detailed minutes, that a digital recording should probably be made for the internet. Peterson said that the
18 new recording device gives a digital recording that can be given to the County on the disk for uploading.
19 Roth thought that four or five month's worth could be kept on line. Rick Applegate thought this would
20 meet the needs of those who cannot attend the meetings.

21 MQBS, Inc. was asked to compare the costs of long versus short minutes. Marilyn Peterson
22 responded that industry standards note 4 hours of transcription/production for every hour of tape,
23 depending on number of voices, etc. Because she takes a considerable volume of notes on her laptop
24 during the meeting, she is able to produce the long version with about half that time: that is, two hours
25 during the meeting, two hours post-meeting production. The shorter version can more likely be
26 produced within the meeting, with perhaps a half hour post-meeting production. The costs would be
27 about half for the shorter version. Rick Applegate emphasized that the Board asked for, needed, only a
28 set of minutes, not a full transcription.

29 An attendee asked about the pricing structure that it would be so consuming of the Board's
30 budget. Marilyn Peterson responded that her company rack rate is \$45/hour; she is charging the
31 Villages at Board \$25/hour without any additional charges for disks, copies, archiving envelopes, etc.
32 She cannot put in a staff person at that rate; she is absorbing

33 Attendee George Wilson asked why the Secretary of the Board would not be taking the minutes.
34 Chair Nancy Dougherty responded that if Secretary is taking minutes, it was more difficult to also be
35 contributing as a Board member. Rick Applegate also noted that a third party, disinterested individual
36 keeps the minutes cleaner.

37 Rick Applegate moved and Robert Baker seconded a motion to adopt a shorter minutes format
38 approved by County Counsel and that they be done in session insofar as possible and that the Board no
39 longer requires the longer transcript-type minutes. Barbara Saldivar posed that the motion have the
40 additional wording "and that they be produced by Mountain Quail Business Services, Inc." Rick
41 Applegate said, yes, at this time.

42 In response to a discussion point raised by Board Member Robert Baker, Chris Roth clarified
43 that there was a contract in place for Mountain Quail Business Services, Inc. and that it was broad in
44 scope and flexible in meeting needs as required. The Board's action would not require a new contract
45 with Mountain Quail Business Services, Inc.

46 In a voice vote, it was unanimous to approve the motion.

47 Attendee Don Mench asked about the audio version of the minutes going up on line after the
48 Board meeting as soon as possible; that is, is would not need any delay by the Board. The Board
49 confirmed it could go up immediately.

1 Marilyn Peterson asked for clarification regarding the draft of the minutes. Since August it was
2 her understanding that the draft was posted to the County web, released to the newspapers as a draft.
3 Did the Board mean that they needed to wait for the next meeting and approve the minutes before they
4 were released to the County or Board? It was the Board's position that the draft needed to go to the
5 Board first and that the Board would release the draft to the County and newspaper. Peterson
6 acknowledged that as her new directions for the future.

7 Attendee Don Mench asked about paying for the services to date. Treasurer Shirley Deuber
8 responded that the Villages at Mt. Hood now has a bank account and is simply awaiting their checks for
9 the account.

10 **New Ethics Law**

11 County liaison Chris Roth passed out a revised ethics law (January 2008) regarding those in service as
12 an agent of the County. //See attached summary// She pointed out in particular the changes about
13 lobbying. Chris Roth and County Counsel are available to answer questions on this. There will be
14 Board training available for this.

15 **Update Regarding Cedar Ridge Property**

16 Attendee George Wilson asked Chris Roth for an update on the Cedar Ridge property. Roth reported
17 Western Rivers Conservancy is doing some negotiation with some parties, but there are no firm offers.
18 They are very concerned with the state of the mortgage market; they are concerned they are going to
19 have a difficult time selling the property. Chris will e-mail George Wilson and Don Mench regarding
20 whether Western Rivers Conservancy has actually made a payment on the property that the property has
21 actually sold.

22 **Logo**

23 Attendee George Wilson asked how the logo project is moving ahead. He is asking specifically about
24 this in relationship to the budget. Will there be some dollars to invest in this. Chair Nancy Dougherty
25 noted that the project had not been dropped was moving ahead slowly.

26 **Tourism Issues**

27 Rick Applegate said he wanted to bring the following to the table. There are many things happening,
28 going in opposite directions that we have a real challenge in coming together. For example, with regard
29 to tourism marketing and economic development, signage is an integral part of regional identity. There
30 is an ad hoc marketing group that calls themselves the "Villages of Mt. Hood" with a different logo.
31 And here we are building another logo out here. We have all these things going on that are not
32 coordinate. Applegate said he would like this to be a topic for New Business. How do you build you
33 build a plan or build a marketing plan without a business plan? Applegate believes the Board should
34 come together with some sort of business plan. How do you build a brand when there are different
35 groups going in different directions.

36 **New Business**

37 The Chair suggested that this was possibly the time to move to New Business and discuss this particular
38 issue.

39 Applegate stated that he believed over the next couple of months that the Villages at Mt. Hood
40 talk about tourism marketing and management and how we are going to do that. There is the capacity in
41 the bylaws to have committees that do that and to work that. There are several natural allies in the
42 community already doing that but the Villages need to start discuss that in a Board working meeting. It
43 is going to be really hard to do the right thing about signage, logo, and economic development without
44 knowing how this fits together.

1 Board Member Shirley Deuber noted that Clackamas County Tourism Development Council
2 would be making a presentation at the next Strategic Planning Organization's meeting and a presentation
3 to this Board at its next meeting.

4 Chair Nancy Dougherty added that they were also putting some of the Villages Board people on
5 their Board.

6 Rick Applegate said that the Villages Board needs to discuss this. How is this going to work?
7 Who is deciding who goes on the Board? How is it happening? Additionally, after the workshop with
8 the County Commissioners, Martha Schrader began to get it, that things are not connected. Chair Nancy
9 Dougherty noted that is what was being done but these presentations and Board representatives.
10 Applegate countered that this should be discussed by the entire Board. It should be an agenda item in an
11 upcoming meeting or special working meeting among Board members. Everyone has their own forte,
12 other than himself; Applegate said he was not sure who had background in tourism development with
13 partners.

14 Chair Nancy Dougherty suggested that a meeting could be called in the next two weeks. Board
15 Member Robert Baker noted that work sessions were increasingly necessary for discussing at length
16 some of these issues such as going over Mountain Quail's evaluation, the tourism issue. The Chair did
17 an informal vote for those who supported that idea and could come in the next couple of weeks. Bob
18 Reeves suggested an e-mail out to stakeholders would be important. It was suggested that stakeholders
19 should be invited to participate in the work session. Baker emphasized that these would be regular work
20 sessions; otherwise, Board sessions are bogged down.

21 Robert Baker suggested that the book *Balancing Nature and Commerce in Gateway*
22 *Communities* (by Jim Howe, Ed McMahon and Luther Propst) be worthwhile reading for the Board to
23 discuss in the months to come. It is available from Amazon.

24 An attendee referred to the Board a National Geographic article about recycling as well as a
25 Portland Tribune article on agri-plastic – a recycling option. The materials will be referred to Judith
26 Norval who is overseeing the recycle project.

27 28 **Adjournment**

29 There being no further business before the Board, the meeting was adjourned at 5:48 pm.

30
31 Respectfully submitted,

32
33 Marilyn Peterson
34 Mountain Quail Business Services, Inc.

35 36 ATTACHMENTS

37 Attendee Sign In Sheet

38 Board Member Sign In Sheet

39 Agenda

40 Minutes of the December 4, 2007 Board of Directors Meeting

41 Meeting Notes for the December 5, 2007 Villages of Mt. Hood Board Meeting

42 with the County Commissioners

43 Letter from Mary-Ellen Potter regarding AP-24 Oral Health Care System kits for

44 Oregon troops on deployment

45 ORS 192.660 excerpt regarding Records, Reports and Meetings

46 Welches Water Company 1927-2008, Presentation

47 Welches Water Company Master Plan, Draft 2007

48 Summary of Changes in Ethics Guidelines for Agents of the County