**TSCC Meeting Minutes**

**November 26, 2019**

Piper Jaffray Offices 1300 SW Fifth Ave, Suite 3650, Portland Oregon

Commissioners Barringer, Norton, and Wubbold, were present as were Executive Director Gibons and Budget Analyst Tunie Betschart.

Public: Harmony Quiroz (future commissioner) and Brendan Watkins (former commissioner)

Absent: Commissioner James Ofsink

Chair Barringer convened the TSCC Regular Meeting at 12:05

|  |  |
| --- | --- |
|

|  |
| --- |
|  |

 |

1. Chair Barringer introduced Harmony Quiroz and explained that she is just waiting for the completion of the background check. He also presented a plaque to Branden Watkins for his years of service with TSCC.
2. Chair Barringer reviewed and approved the minutes for September 11 and October 1, 2019 Regular Meetings; he also reviewed and approved the tax hearing minutes for: Portland Public Schools, Sauvie Island and Metro (with one edit).
3. Mr. Gibons review the graphs displaying the election results (see attached)
	1. Sauvie Island passed with 91% approval
	2. PPS passed with 77% approval
	3. Metro’s bond measure passed with 67% approval
4. Mr. Gibons reported on compliance issues:
	1. Lusted water district is still working on getting up to date with their audits but it is a slow process since they are rebuilding their financial structure. The monthly report stated they are continuing to move forward.
	2. Prosper Portland’s audit is finished and Tony Barns has reported he is reviewing it prior to publication and the district has no over expenditures.
5. Mr. Gibons reviewed the TSCC October Budget report with the Commissioners.(See attached)
	1. The report shows four months into the FY and shows a projection of $3,000 over the in-house budget by
	2. One reason for the higher than expected expenditures is because an opinion was requested of the Department of Justice that was not budgeted
	3. The expenditures are a little high but well within the statutory limitations and the budget filed with Multnomah County.
	4. The Internal Service Data Processing line item was discussed at length.
	5. The cost of hiring a new Executive Director to replace Mr. Gibons when he retires in July is not included in these projections
6. Since Harmony Quiroz is just waiting for the completion of the background check prior to being appointed by the Governor’s Office, Chair Barringer briefly discussed the duties and schedule of meetings and hearings for her. She stated that she has reviewed the hearing schedule and explained that her schedule is flexible as long as she receives adequate notification.
7. Mr. Gibons described the replacement process of the executive. He said there are no real changes in the timeline. The Commissioners asked that, as a courtesy to the member districts, Mr. Gibons to notify them via phone call prior to the replacement search announcement. There was discussion about offering the districts an opportunity to give feedback about what they would like to see in next Executive Director.
8. The next meeting will be held in December. The date is to be determined.
9. Chair Barringer adjourned the meeting at 12:37 pm prior to the planning session facilitated by Thomas Bruner.

Attachments:

1. Election results graph
2. TSCC Budget analysis

Craig Gibons, Executive Director

**Approved by Commission at its December 18 2019 meeting.**



