

Tualatin Valley Water District



**BOARD OF COMMISSIONERS
1850 SW 170th AVENUE
BEAVERTON, OR 97006**

**WORK SESSION AGENDA
TUESDAY
DECEMBER 6, 2011
6:00 – 8:00 PM**

This meeting is accessible to persons with disabilities.
Accommodations including listening devices are available upon
request 48 hours prior to the day of the meeting by
contacting the Executive Assistant, 503-642-1511

1. [TVWD WATER RATE DESIGN WORKSHOP](#)2
2. [BOARD MEETING PROCESS](#)3
3. ADJOURNMENT

**TUALATIN VALLEY WATER DISTRICT
WORK SESSION AGENDA ITEM**

MEETING DATE: DECEMBER 6, 2011

TITLE: TVWD Water Rate Design Workshop

ITEM: HDR Engineering will present preliminary information on potential adjustments to the District's water rates design. During the presentation, HDR will provide various preliminary alternatives for addressing rate design issues that have been previously identified by the District. The discussion will include potential customer impacts from the alternatives. These issues include:

- Fixed charges. To enhance the District's financial health, the board may consider increasing the fixed charge component of our water rates. An increase in the fixed charge portion of the bill will reduce the variability in revenue that can be caused by fluctuations in water demands from weather and other factors.

- Rate thresholds. Residential customers are charged higher water rates for water exceeding 28 hundred cubic feet (CCF) per bi-monthly billing period. All other customers are charged the higher rate for consumption that exceeds 140 percent of their 12-month average water consumption. HDR has examined the appropriateness of these thresholds.

- Charges for fire line customers. The District incurs costs to meet the fire suppression needs of its citizens. HDR will review alternative approaches to recover the cost of meeting the fire suppression needs of our customers.

STAFF RECOMMENDATION: There is no staff recommendation on the alternatives to the water rate design however, feedback from the Board regarding the alternatives presented would be appreciated.

BUDGET IMPACT: N/A

ADDITIONAL INFORMATION: Paul Matthews, 503-848-3017, paulm@tvwd.org, or Tod Burton, 503-848-3040, todb@tvwd.org.

ATTACHMENTS: None.

APPROVING MANAGERS INITIAL:

CHIEF EXECUTIVE OFFICER _____	HUMAN RESOURCES	N/A
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS _____
FINANCIAL SERVICES _____	CUSTOMER SERVICES	_____
ENGINEERING SERV.	N/A	

**TUALATIN VALLEY WATER DISTRICT
WORK SESSION AGENDA ITEM**

MEETING DATE: DECEMBER 6, 2011

TITLE: Board Meeting Process

ITEM: During the February TVWD Board of Commissioners meeting, a Commissioner Topic was introduced regarding the process used for Board meetings and asking if there would be interest in devoting some time to reviewing the meeting process. Staff prepared a memo dated March 7, 2011 that provided background for the Board to consider. The Board agreed that they would like this topic included in a future work session.

There are a variety of resources available. Staff has prepared an outline (in PowerPoint form) that will review the current process, discuss some issues/opportunities and then review options the Board may want to consider. In addition, examples of some tools the Board may consider using are also attached.

STAFF RECOMMENDATION: There is no staff recommendation. This topic is for informational purposes only yet the Board is welcome to provide feedback regarding whether staff should provide any additional resources.

BUDGET IMPACT: None

ADDITIONAL INFORMATION: Todd Heidgerken, toddh@tvwd.org, 503-848-3013

ATTACHMENTS:

1. Workshop PowerPoint Slides
2. Copy of March 7, 2011 "Board Meeting Process" memo
3. Copy of TVWD Board Policy
4. Example of Robert's Rules of Order "Cheat Sheets"
5. Example of "meeting ground rules"

APPROVING MANAGERS INITIAL:

CHIEF EXECUTIVE OFFICER _____	HUMAN RESOURCES	N/A	
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS _____	
FINANCIAL SERVICES	N/A	CUSTOMER SERVICES	N/A
ENGINEERING SERV.	N/A		