



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

**APRIL 21, 2010
REGULAR MEETING
7:00 P.M.**

**Listening devices are available upon request
48 hours prior to the day of the meeting (503-642-1511)**

**Streaming live at www.tvwd.org
Broadcast by TVCTV (at a later date)**

ALL VERBAL TESTIMONY IS ELECTRONICALLY RECORDED

- 1. CALL TO ORDER – REGULAR MEETING
- 2. REPORTS BY GENERAL MANAGER AND MANAGEMENT STAFF
- 3. COMMISSIONER COMMUNICATION
 - 3.1 -Reports of Meetings Attended
 - 3.2 -Topics to be raised by the Commissioners
- 4. PUBLIC COMMENT:
This time is set aside for persons wishing to address the Board on items on the Consent Agenda and matters not on the Agenda. Additional public comment will be invited on agenda items as they are presented. Each participant is limited to five minutes, unless an extension is granted by the Board.

CONSENT AGENDA: These items are considered to be routine and may be enacted in one motion without separate discussion. Any Board member may request that an item be removed by motion for discussion and separate action.

ITEMS REMOVED FOR SEPARATE DISCUSSION: Any items requested to be removed from the consent agenda for separate discussion, will be considered immediately after the Board of Commissioners have approved those items which do not need discussion.

- 5. CONSENT AGENDA ITEMS
 - 5.1 - Regular Meeting Minutes of March 17, 2010

BUSINESS AGENDA ITEMS:

6. STRATEGIC TECHNOLOGY PLAN UPDATE
7. RESOLUTION 04-10, 401-K PLAN RESTATEMENT (MOTION)
8. RESOLUTION 05-10, MONEY PURCHASE PENSION PLAN RESTATEMENT (MOTION)
9. AMENDMENT TO WATER SUPPLY AGREEMENT WITH THE CITIES TUALATIN AND SHERWOOD (MOTION)
10. SECOND AMENDMENT TO WATER SERVICE AGREEMENT (MOTION)
11. ADJOURNMENT

**TUALATIN VALLEY WATER DISTRICT
BOARD MEETING AGENDA ITEM**

MEETING DATE: APRIL 21, 2010

TITLE: STRATEGIC TECHNOLOGY PLAN UPDATE

ITEM: In 2008, staff completed a series of assessments of Information Technology (IT) systems. This led to the formation of the Strategic Technology Plan, which was reviewed with the Board. When the new IT Officer (Jim Ure) began work this past fall, he identified gaps in the plan around the area of systems integration. Analysis of this topic led to consideration of process integration across multiple work areas. The importance of this issue has led the Management Team to conclude that some modifications to the Strategic Technology Plan are warranted.

This is an opportunity to review progress to date on the objectives of the Strategic Technology Plan and to provide an update to the Board on how our plans have evolved.

STAFF RECOMMENDATION: For information and future reference.

BUDGET IMPACT: None at this time. The budget impact of these technology changes will be reviewed at a later date.

ADDITIONAL INFORMATION: Jim Ure, IT Officer (503) 848-3023 or jimu@tvwd.org; Bernice Bagnall, Chief Financial Officer (503) 848-3017 or bernice@tvwd.org

ATTACHMENTS: Strategic Technology Plan (from 2008)

APPROVING MANAGERS INITIAL:

GENERAL MANAGER	_____	HUMAN RESOURCES	N/A
FIELD OPERATIONS	_____	INTERGOV. RELATIONS	N/A
FINANCIAL SERVICES	_____	CUSTOMER SERVICES	N/A
ENGINEERING SERV.	_____		

Strategic technology plan

In 2008, the District completed three separate assessments in the information technology area (IT Applications, GIS/GPS and SCADA) and undertook a project to define functional requirements for a Computerized Maintenance Management System. In the previous year, the District's IT group designed and implemented a Utility Billing System while completing the daily support of the District's information management systems, networks and databases.

The results of the three assessments confirmed the thinking of the District's Management Team – that a formal plan is required to manage the competing priorities for systems and applications to support the District's business objectives. The Management Team met on October 29, 2008 to

- Evaluate IT project recommendations
- Assign priorities for project completion
- Determine budget requirements to support each project, and
- Ensure all project requests were addressed in creating this five year IT Plan.

In that work session, the Team agreed that this is the list of IT priorities to address for the next five years. The results of that work session are presented in this document.

The projects defined in this IT Plan, the sequence presented and associated budgets are subject to approval by the District's Board of Commissioner's and will be implemented based on that approval.

PURPOSE OF INFORMATION TECHNOLOGY AT THE DISTRICT

The District has clearly stated the purpose of information technology in their business environment:

- To provide the technology tools and services to meet the business needs for providing the best services to our constituents.
- To make all decisions and implement recommendations based on the business needs of the District.

As the District implements the recommended projects defined through the assessments, all selected systems and applications must meet the following requirements:

- Match the District's business capacity
- Support business unit industry best practices
- Use industry standard hardware, operating system, programming and database technology
- Support standard application integration practices and technology
- Be financially sustainable in all costs – maintenance, support, upgrades.

These requirements provide a high-level filter for off the shelf systems – if these basic requirements are not met, the product should not be considered for use at the District.

RECOMMENDED SYSTEMS WITH PRIORITIZATION

Five major systems or project recommendations resulted from the assessments completed: Financials/ERP system (to include Human Resources and Payroll), SCADA upgrade, GIS Upgrades and enhancements, CMMS, and mobile technology. A sixth recommendation is that the District revisit the capabilities and functions of the current Utility Billing System once the five projects have been implemented.

The following discussion provides a brief description of the five project recommendations with estimated cost and timeline information. This is followed by a discussion of IT staffing recommendations that result from the project recommendations.

Financials/ERP System

Replacing the current financials application is the highest priority as it provides the highest area of risk or vulnerability for the District in the event of failure. There are also functionality needs that are not met by the current financial system. In implementing the Financials/ERP system, the following priorities were defined in the Management Team analysis:

First Focus	General Ledger, Accounting, Accounts Receivable, Accounts Payable, Payroll, Human Resources (including Benefits Administration, Training, and Skills Tracking)
Second Focus	Budget, Job Costing (if this functionality is determined necessary as the District moves forward)
Third Focus	Job Costing (if not included in second focus), possibly Purchasing and Inventory. All three of these areas overlap with a CMMS and the District will be required to determine which system should own these modules.

The financial group is the owner of this system and project. The Project Manager may be internal or may be contracted externally. IT staff designated for involvement in this project are the Information Technology Director, the Programmer/Systems Analyst and the Developer/Application Support Person.

The timeline for the project is estimated at 18 to 24 months for system requirements definition, procurement and implementation. The project is designated to begin in May 2009 and extend through May 2011. It is expected that the first 6 to 9 months of project duration will focus on specification and procurement of a system, with implementation beginning in March 2010, although the actual project start date depends on internal capacity to support the project. A very rough fee estimate of \$500,000 was defined for the Financials/ERP project.

SCADA Upgrade

Recommendations from the SCADA assessment focus on two areas: organization/practice activities, and technology activities. Implementing these two sets of recommendations can be done in parallel.

Organization/practice recommendations focus on:

- Identifying an internal champion who can turn enterprise-wide SCADA requirements into operational applications
- Upgrading the rigor in which the SCADA system is managed and maintained – preventive/corrective maintenance and calibration, engineering, construction, document management, and performance monitoring
- Improving document management (inventory and storage)
- Improving storage of test equipment and spare parts

- Remodeling the System Control Room and securing SCADA servers, HMI equipment, PLCs communication equipment
- Working with JWC, Beaverton, and PWB to define system practices that can leverage shared information for operational improvement
- Hire one FTE SCADA Technician and ½ FTE SCADA IT Analyst (the SCADA technician will also be responsible for maintaining the District's access control system)

Technology recommendations focus on:

- Integrating to CMMS, LIMS, GIS and Financial/ERP systems for valuable data on water quality, maintenance, planning, engineering and financial costs of operation.
- Making data more accessible to the enterprise through integration in order to allow SCADA to be a more fully utilized asset for planning and engineering.
- Upgrading the existing SCADA computers and installing the latest version of Wonderware HMI and Historical Data System (InSQL) software and integrating it into the enterprise IT system (District already owns the application).
- Analyzing data accuracy and repeatability that may be affected by poorly performing instrumentation, then replace, calibrate, or reinstall instruments and/or field equipment to improve data accuracy.
- Conducting a cyber security assessment for SCADA and enterprise IT systems; include security upgrades as part of hardware/software improvements.

A suggested sequence of activities for the SCADA upgrade is shown in Figure 1.

The Engineering Group is the owner of the SCADA upgrade project. A Project Manager to lead these activities is yet to be determined. The system will be supported with in-house engineering staff and contract support staff. IT staff required for consultation include the IT Director, Network Specialist, and Programmer/Systems Analyst.

Practice changes related to SCADA can begin immediately as there are no additional costs to incur. The upgrade and recruiting for the SCADA technician will begin in July 2009. Capital costs are estimated at \$542,000 and incremental O&M costs are \$186,000.

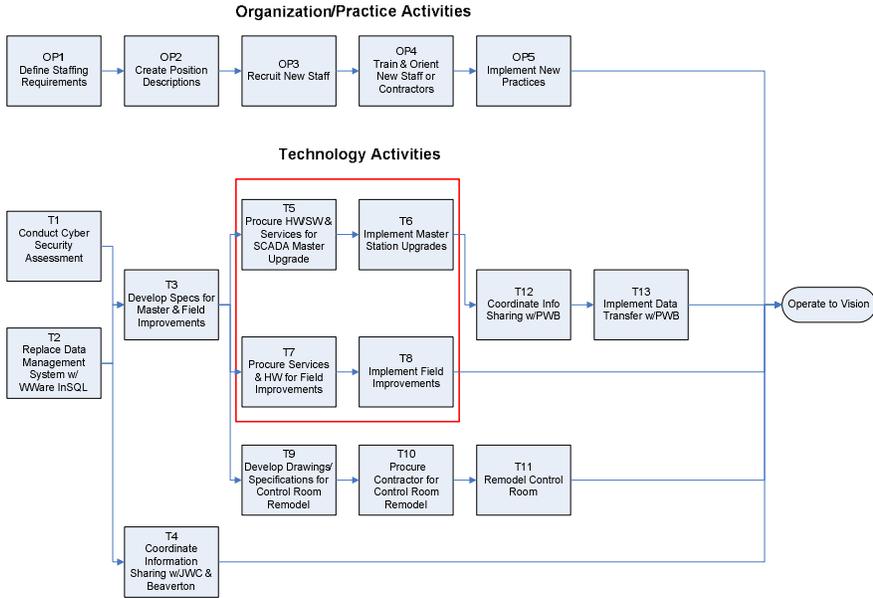


Figure 1 – Sequence of SCADA activities

GIS Upgrade/Enhancement

The high level goals for the District’s GIS are to:

- Improve the quality of service and operating efficiency by integrating GIS within the Districts’ business processes
- Optimize records maintenance processes within the Engineering Department
- Provide efficient access to current and accurate geographic data for the water distribution system.

The District will realize a huge benefit by improving access to GIS data by office and field personnel. The Management Team places this project in this sequencing with that in mind and the benefit to be realized from providing interfaces to other systems at an earlier date.

Fifteen separate recommendations are presented in the GIS Assessment Report and a three phased project is outlined with the following goals.

First Phase	<ul style="list-style-type: none"> ▪ Raise awareness and understanding of GIS across the District ▪ Establish a GIS use group and steering committee ▪ Create a comprehensive spatial database design for all water distribution system assets ▪ Implement spatial database design as a personal geodatabase ▪ Populate the geodatabase with existing asset information ▪ Recreate intersection maps from GIS to support valve crews and locators ▪ Formalize the geodatabase maintenance procedures and GPS processes ▪ Acquire and train staff to manage and administer GIS hardware and software
Second Phase	<ul style="list-style-type: none"> ▪ Establish data and application servers for GIS

	<ul style="list-style-type: none"> ▪ Implement GIS database in a spatially enabled RDBMS ▪ Enhance the web-based GIS viewed using ArcGIS Server ▪ Pilot mobile GIS application to support field crews
Third Phase	<ul style="list-style-type: none"> ▪ Identify and prioritize additional GIS applications and products to support the District ▪ Implement additional GIS applications and products ▪ Provide additional training opportunities in GIS

The budget summaries for each phase for technology and professional services and implementation schedules are:

Phase One	\$52,200 – 63,800	6 months
Phase Two	\$93,600 - \$114,400	6 months
Phase Three	\$70,200 - \$85,800	9 months
Total Estimated	\$216,000 - \$264,000	1 year, 9 months

When implementing the GIS upgrade, the District may also consider the parallel implementation of other technologies such as AVL, GPS and mobile access technology. The GIS may also support the Backflow Program by providing easier asset identification and tracking. This should be reviewed when defining data and application requirements.

The owner of this system and project is the Engineering Group and the designated Project Manager is Mike Britch. The project will be supported with both in-house staff and consultant services. District IT staff are required to work with the consultant and provide implementation support. A designated IT person to support GIS has not yet been determined. An FTE GIS Administrator was recommended during the GIS assessment. This project will begin in July 2009 and may continue through May 2011. The GIS Administrator will be recruited beginning in July 2009.

CMMS Project

The CMMS requirements definition project is near completion and a final report will be issued to the District that provides guidance for procurement and implementation of the product. The Management Team realizes the significant ties between the CMMS and GIS applications and the exponential benefits to be realized when both are implemented and integrated to each other and to other District applications such as CIS, Financials/ERP and SCADA.

As the Financials/ERP system is specified and implemented, questions will arise that require decisions of the Management Team – questions such as ownership of the Purchasing and Inventory functions. These functions can be completed in either system (Financials/ERP or CMMS) or be shared in both systems.

The owner of the CMMS project is Field Operations and the designated Project Manager is Cheryl Welch. Implementation of the CMMS requires enterprise user community involvement and heavy involvement of the IT group for completing interfaces and providing long term support. It is anticipated the CMMS will begin ramping up in January 2011 (overlapping with completion of the GIS project) with the intent of beginning implementation in July 2011.

A rough fee estimate for procurement and implementation of the CMMS is \$750,000.

Mobile Access Technology

Implementation of a mobile device to access the above applications can be completed as a separate project or incorporated with the GIS or CMMS implementations. Applications typically accessed by field employees

using a mobile device include GIS, CMMS, and UBS/CIS. Specification of this system will include selection of a service provider for mobile access and support.

It was not determined where in the organization ownership of this application rests since multiple technologies and work groups are impacted. The project was scheduled simultaneous with the CMMS as a placeholder.

Sequencing of Projects

Figure 2 shows the sequencing of the 5 projects described above.

ID	Task Name	Start	Finish	2009		2010				2011				2012				2013		
				1st Half		2nd Half		1st Half		2nd Half		1st Half		2nd Half		1st Half		2nd Half		1st Ha
				Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1
1	FINANCIALS/ERP	Fri 5/1/09	Tue 5/31/11	[Red bar spanning from Qtr 2 2009 to Qtr 2 2011]																
2																				
3	SCADA UPGRADES	Wed 7/1/09	Wed 3/31/10	[Red bar spanning from Qtr 3 2009 to Qtr 4 2009]																
4																				
5	GIS UPGRADE/ENHANCE	Wed 7/1/09	Thu 6/30/11	[Red bar spanning from Qtr 3 2009 to Qtr 2 2011]																
6																				
7	CMMS PROCURE	Mon 1/3/11	Thu 6/30/11	[Red bar spanning from Qtr 1 2011 to Qtr 2 2011]																
8																				
9	CMMS IMPLEMENT	Fri 7/1/11	Mon 12/31/12	[Red bar spanning from Qtr 3 2011 to Qtr 4 2012]																
10																				
11	MOBILE ACCESS	Fri 12/30/11	Mon 12/31/12	[Red bar spanning from Qtr 4 2011 to Qtr 1 2012]																

Figure 2 Project Sequencing

Project Process

A general process is recommended for each project being completed. Project steps include:

- Define system functional requirements
- Define system technical requirements (only if the District’s technology architecture changes from its current standards)
- Determine criteria for system selection
- Compile and issue an RFP
- Review RFP responses, including vendor demonstrations if required, make selection
- Negotiate contract to procure software and implementation services
- Plan project implementation with the vendor and/or third party implementer
- Implement
- Revisit goals for the system and project to ensure the application as implemented meets the goals

IT Staffing Needs

The three assessments included recommendations for additional staffing to support the systems as they are implemented.

Technical Focused Positions	Functional Focused Positions
1 FTE SCADA Technician ½ FTE SCADA IT Analyst 1 FTE CMMS Database Administrator (may be able to share this position)	1 FTE GIS System Administrator 1 FTE CMMS System Administrator 1 FTE CMMS Planner/Scheduler

The positions are classed as Technical or Functional-Focused to emphasize the primary responsibilities. The purpose of the GIS and CMMS Administrator positions is to ensure that the systems are configured to best meet the District's business process and user needs – they are basically the system owners. These positions act as the communications conduit between users, technical staff, and the Management Team to process system changes, validate the system meets business direction, and perhaps most importantly, to maintain control of changes to the application software.

The Planner/Scheduler position is typically a sophisticated user who possesses a very good understanding of the maintenance practices and procedures at the District, and applies that knowledge in using the CMMS to support short and long term work planning. Frequently this position is filled by a crew lead or supervisor from within the organization. It is important that this person has a good mix of analytical and communication skills. It is recommended that the IT Director continually review the skills of his team as new systems are implemented and old systems are de-commissioned. The purpose of the review is to identify where capacity shifts and where new skills may be required. For example, as the Financials/ERP system is brought into production, skills required to maintain the old application may no longer be needed. This provides the opportunity to train staff in new skill areas that are required to support new and future applications. This is essentially an element of the District's workforce planning project – ensuring future technical skills are in place.

Governance Process

The District is changing as new systems are defined and implemented, and practice changes occur around information sharing internally and even externally with other agencies. It is important that procedures and decision-making processes are reviewed and updated to keep pace with these new practices. A recommendation of this IT Plan was that the District establish an IT Steering Team comprised of senior leaders from each department who are committed to achieving the IT Plan goals, who have direct authority to enable project success and will provide oversight for this IT Plan. That team had been established as the District's Management Team plus the IT Director.

The responsibilities of the Steering Team are to:

- Set objectives and provide overall direction for each project
- Measure the results of projects and compare the results to the defined goals
- Implement actions to align project goals and outcomes
- Identify project owners and project managers to lead execution of projects
- Identify data ownership for maintenance purposes

- Define and implement a process for changes to existing and future IT systems and for addressing new requests for changes or applications
- Review project sequencing to ensure strategic business needs are continuing to be met
- Review and approve additions to the projects defined in this plan or significant changes to the projects defined including prioritization

By defining and chartering the IT Steering Team the District has taken a critical first step to ensure the success of this IT Plan.

**TUALATIN VALLEY WATER DISTRICT
REGULAR BOARD MEETING AGENDA ITEM**

MEETING DATE: APRIL 21, 2010

TITLE: TUALATIN VALLEY WATER DISTRICT – 401K PLAN RESTATEMENT

ITEM: A Board resolution is required for the adoption of the Tualatin Valley Water District 401K Savings Plan restatement that includes the adoption of the post-Economic Growth and Tax Relief Reconciliation Act of 2001 (“EGTRRA”) provisions and the “Good Faith” Amendment for the Heart Act. This restatement also has provisions to include a Roth 401K that allows employees to make after tax contributions, which allows distributions to be tax free. The operations of our 401K plan will remain the same as this plan has always been in compliance with these IRS regulations, however the plan needs to be restated to include all changes since and including the EGTRRA legislation in the plan document.

STAFF RECOMMENDATION: It is recommended that the Board move to approve Resolution 04-10

BUDGET IMPACT: None

ADDITIONAL INFORMATION: Debbie Erickson (503) 848-3015 debbie@tvwd.org or Greg DiLoreto (503) 848-3032, greg@tvwd.org.

ATTACHMENTS: Resolution No. 04-10

APPROVING MANAGERS INITIAL:

GENERAL MANAGER	_____	HUMAN RESOURCES	_____
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS	N/A
FINANCIAL SERVICES	N/A	CUSTOMER SERVICES	N/A
ENGINEERING SERV.	N/A		

BOARD ACTION:
 APPROVED _____
 DENIED _____

**TUALATIN VALLEY WATER DISTRICT
REGULAR BOARD MEETING AGENDA ITEM**

MEETING DATE: APRIL 21, 2010

TITLE: TUALATIN VALLEY WATER DISTRICT – MONEY PURCHASE PENSION PLAN

ITEM: The Money Purchase Pension Plan is the retirement plan that continued for the former Metzger employees. There are currently two employees that remain in this plan.

A Board resolution is required for the adoption of the Tualatin Valley Water District’s Money Purchase Pension Plan restatement that include the adoption of the post-Economic Growth and Tax Relief Reconciliation Act of 2001 (“EGTRRA”) provisions and the “Good Faith” Amendment to adopt the Heart Act.

The operations of our Money Purchase Pension Plan will remain the same as this plan has always been in compliance with these IRS regulations, however the plan needs to be restated to include all changes since and including the EGTRRA legislation in the plan document.

STAFF RECOMMENDATION: It is recommended that the Board move to approve Resolution 05-10.

BUDGET IMPACT: None

ADDITIONAL INFORMATION: Debbie Erickson (503) 848-3015 debbie@tvwd.org or Greg DiLoreto (503) 848-3032, greg@tvwd.org

ATTACHMENTS: Resolution 05-10

APPROVING MANAGERS INITIAL:

GENERAL MANAGER	_____	HUMAN RESOURCES	_____
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS	N/A
FINANCIAL SERVICES	N/A	CUSTOMER SERVICES	N/A
ENGINEERING SERV.	N/A		

BOARD ACTION:
 APPROVED _____
 DENIED _____

RESOLUTION NO. 05-10

**A RESOLUTION ADOPTING THE RESTATEMENT TO THE
TUALATIN VALLEY WATER DISTRICT MONEY PURCHASE PENSION PLAN**

The undersigned Board Members of Tualatin Valley Water District (the "District") certifies that the following resolutions were adopted by unanimous written consent of the Board of Directors (the "Board") of the District in lieu of a special meeting of the Board, and that these resolutions are effective as of July 1, 2009 notwithstanding the date this certificate is executed by the undersigned.

It Was Decided that the form, terms and provisions of the Tualatin Valley Water District Money Purchase Pension Plan (the "Plan"), in the form attached hereto, be, and hereby are, approved, adopted, ratified and confirmed in their entirety.

It Was Decided that the form, terms and provisions of the Post-EGTRRA "Good Faith" Amendment and the Post-EGTRRA "Good Faith" Amendment Election Form (the "Amendment"), in the form attached hereto, be, and hereby are, approved, adopted, ratified and confirmed in their entirety.

It Was Decided that the form, terms and provisions of, the Administrative Policy Regarding Payment of Plan Expenses, the Administrative Policy Regarding the Claims Procedure, and the Administrative Policy Regarding Qualified Domestic Relations Orders, in the forms attached hereto, be, and they hereby are, approved, adopted, ratified and confirmed in their entirety.

It Was Decided that the executive officers of the District be, and each of them acting alone (each an "Authorized Officer") hereby is, authorized to execute, deliver and cause the performance of, in the name of and on behalf of the District, the Plan, the Amendment, and the Administrative Policies to which the District is a party, the execution and delivery thereof to be conclusive evidence of the approval and ratification thereof by the Board; and the acts of each Authorized Officer in connection therewith are hereby approved, authorized and ratified as acts of the District.

It Was Decided that the Authorized Officers be, and each of them acting alone hereby is, authorized and instructed to take such actions and execute and deliver on behalf of the District such other documents, agreements, contracts, certificates, statements and/or instruments as each such Authorized Officer determines, acting in good faith, are necessary or desirable to accomplish the execution, delivery and performance of the Plan, the Amendment, and all of the Administrative Policies, annexes, exhibits and schedules attached thereto, to which the District is a party.

It Was Decided that all actions taken by the Authorized Officers prior to the date hereof with respect to the drafting, negotiation, finalization, delivery and execution of the Plan, the Amendment, and the Administrative Policies which are within the authority conferred hereby be, and all such actions hereby are, approved, authorized and ratified.

INTRODUCED AND ADOPTED THIS 21st DAY OF APRIL, 2010

TUALATIN VALLEY WATER DISTRICT

BY _____ BY _____
Richard Burke, President Marilyn McWilliams, Secretary

**TUALATIN VALLEY WATER DISTRICT
REGULAR BOARD MEETING AGENDA ITEM**

MEETING DATE: WEDNESDAY, APRIL 21, 2010

TITLE: AMENDMENT TO WATER SUPPLY AGREEMENT WITH THE CITIES OF TUALATIN AND SHERWOOD

ITEM: Since 2007, the Tualatin Valley Water District has had a three way agreement with the Cities of Sherwood and Tualatin to allow water to be wheeled from the City of Portland to the City of Sherwood (Sherwood). The agreement provides the terms for Sherwood to purchase water from the City of Tualatin. The agreement also stipulates how “wheeling charges” for the use of TVWD and City of Tualatin facilities will be calculated and paid by Sherwood.

The current agreement is set to expire on October 1, 2010. Sherwood has asked to extend the water supply agreement. In addition, the water supply agreement is tied to a separate intergovernmental agreement (IGA) whereby TVWD operates Sherwood’s water system. Although actual operation of Sherwood’s water system has been transferred to Sherwood staff, TVWD will be formally concluding its role on June 30, 2010 when the IGA expires.

The proposed amendment makes three modifications to the existing agreement. First, it extends the agreement to October 1, 2015. It also removes the requirement for an agreement for TVWD to manage Sherwood’s water system. Finally, the amendment includes language to specify that Sherwood will hold harmless and indemnify TVWD from fiscal or operational impacts as a result of the agreement. All other provisions of the original agreement will remain in effect.

STAFF RECOMMENDATION: Staff recommends the Board approve the amendment and authorize the General Manager to sign on behalf of the District.

BUDGET IMPACT: The District will continue to receive revenue from the “wheeling” charge that is paid by the City of Sherwood to Tualatin Valley Water District.

ATTACHMENTS: Copy of the first amendment to the existing water supply agreement.

APPROVING MANAGERS INITIAL:

GENERAL MANAGER	_____	ENGINEERING SERV.	N/A
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS	_____
FINANCIAL SERVICES	N/A	CUSTOMER SERVICES	N/A

BOARD ACTION:

APPROVED	_____
DENIED	_____

TUALATIN VALLEY WATER DISTRICT
BOARD AGENDA ITEM

MEETING DATE: WEDNESDAY, APRIL 21, 2010

TITLE: SECOND AMENDMENT TO JOINT WATER COMMISSION WATER
SERVICE AGREEMENT

ITEM: The original Water Service Agreement for the Joint Water Commission was executed in October, 2003. Tigard joined in April of 2004. At that time, the First Amendment to the Water Services Agreement was executed, which not only accommodated Tigard, but also made some additional revisions to the 2003 Agreement. When Tigard decided to obtain its primary supply from the City of Lake Oswego, it initiated steps to withdraw from the Joint Water Commission. Those steps were completed on January 26, 2010. It is now necessary to approve this Second Amendment to account for Tigard’s withdrawal. The attached Second Amendment changes two sections relating to quorum and voting. The Joint Water Commission approved the form of this Second Amendment at its April 9, 2010 meeting. The Member Agencies must now approve.

STAFF RECOMMENDATION: Move approval to amend Joint Water Commissioner Service Agreement.

BUDGET IMPACT: None

ADDITIONAL INFORMATION: Greg DiLoreto, greg@tvwd.org or 503-848-3032;
Clark Balfour, 503-224-3092

ATTACHMENTS: Second Amendment to Joint Water Commission Water Service Agreement

APPROVING MANAGERS INITIALS

GENERAL MANAGER	_____	HUMAN RESOURCES	N/A
FIELD OPERATIONS	N/A	INTERGOV. RELATIONS	N/A
FINANCIAL SERVICES	N/A	CUSTOMER SERVICES	N/A
ENGINEERING SERV.	N/A		

BOARD ACTION:

APPROVED _____
DENIED _____