

Tualatin Valley Water District



This document represents the official meeting record of the September 1, 2015 work session of the Tualatin Valley Water District (TVWD) Board of Commissioners held at 1850 SW 170th Ave., Beaverton, OR 97003.

1. CALL TO ORDER AND ROLL CALL

Commissioners Present: Marilyn McWilliams, Dick Schmidt, Jim Doane

Management Staff Present: Mark Knudson, P.E., Chief Executive Officer (CEO); Clark Balfour, Legal Counsel; Paul Mathews, Chief Financial Officer (CFO); Dave Kraska, P.E., Water Supply Program Director

Staff Present: Lee Lawson, Customer Service & Billing Supervisor; Mike Jacobs, Risk Management Coordinator; Cheri Maki, Administrative Assistant to the CEO

Public Present: Mark Miller, Tigard-Tualatin Times

President McWilliams called the meeting to order at 6:02 p.m.

2. ANNOUNCEMENTS

Mike Jacobs presented the safety moment which included a reminder to be extra cautious in and around school zones.

CEO Knudson provided the following announcements:

- Reminder on SW 124th Groundbreaking Ceremony
- Billing Options for Local ROW License Fees

3. PROPOSED FIRST AMENDMENT TO REGIONAL WATER SALES AGREEMENT

CEO Knudson presented an overview of the Agreement between TVWD and City of Portland, (slides attached). Topics included:

- Background
- Proposed Amendment
- What the Proposed Amendment Achieves
- Financial Implications for TVWD
- Next Steps

The Commissioners asked for clarification on guaranteed minimum purchase (GMP) requirements and Summer Interruptible Water specifications, and CEO Knudson provided further explanation on those items.

4. UPDATE ON THE CUSTOMER EMERGENCY ASSISTANCE PROGRAM

Lee Lawson provided a brief update on how the District continues to use Care to Share (CTS) in support of the Emergency Assistance Program. The key points presented were:

1. CTS's services are now limited to verification of customer eligibility.
2. Change in service has resulted in a decrease in CTS service fee.
3. An explanation of how funds are accounted for.
4. How the voucher system works.
5. Changes to the service agreement with CTS.

5. OBJECTIVES FOR COMPREHENSIVE RATE STUDY

CFO Matthews presented a presentation (slides attached) which covered the Study's key objectives and asked for Commissioners input in the following areas:

- Steps Required to Conduct Cost-of-Service Issues
- Traditional Cost-of-Service Issues
- TVWD Recent Rate Study History
- One Approach: Establish a Rate Advisory Committee
- Potential Members of Rate Advisory Committee
- Proposed 2016 Rate Study Objectives
- Concepts for Improving Affordability

Commissioner Doane commented on issues regarding affordability, limiting the time period that the rate study covers in order to ensure that it remains relevant, and third party means testing.

CFO Matthews expounded on the concept of developing a Rate Advisory Committee which might consist of a broad group of customer classes within the community who could collaborate on key issues and provide a consensus on rate issues.

6. ADJOURNMENT

There being no further business, President McWilliams adjourned the meeting at 7:29 p.m.

Approved by the Tualatin Valley Water District on September 16, 2015.

BY: Marilyn McWilliams
Marilyn McWilliams, President

BY: James Duggan
James Duggan, Secretary