



## Board Meeting Minutes

June 16, 2021

*This meeting was held by phone and the internet.*

### **REGULAR SESSION – 6:00 PM**

#### **CALL TO ORDER**

Commissioners Present: Bernice Bagnall; Jim Doane, PE; Jim Duggan, PE; Todd Sanders; Dick Schmidt

Budget Committee Member Present: Marilyn McWilliams

Staff Present: Tom Hickmann, PE, Chief Executive Officer; Paul Matthews, Chief Financial Officer; Carrie Pak, PE, Chief Engineer; Clark Balfour, General Counsel; Dave Kraska, PE, Water Supply Program Director; Tim Boylan, IT Services Director; Andrew Carlstrom, Customer Service Manager; Joel Cary, Water Resources Division Manager; Nick Augustus, PE, Engineering Division Manager; Andrew Barrett, PE, Senior Project Engineer; Andrea Watson, Communications and Public Affairs Supervisor; Lisa Houghton, WWSP Finance Manager; Debbie Carper, District Recorder

#### **REPORTS BY THE CHIEF EXECUTIVE OFFICER AND MANAGEMENT STAFF**

Mr. Hickmann reported on recent *Cryptosporidium* detections in Bull Run water (see attached memo) and shared that the west coast is facing a supply shortage of chlorine for water treatment due to equipment failure at a chlorine manufacturing facility. He noted the District has an ample water supply and the water remains safe to drink. Oregon utilities are working with the Governor's Office, Oregon Office of Emergency Management, Oregon Health Authority, Department of Environmental Quality, the Oregon Water/Wastewater Agency Response Network and federal authorities. Staff at the Joint Water Commission water treatment plant is considering conservation methods and alternative treatment options.

In response to questions, staff said:

- The District is considering operational changes that will make chlorine supplies last longer.
- Staff is exploring other disinfection options.
- Joel Cary will serve as the District's spokesperson and point of information dissemination.
- Estimates are that the manufacturing facility will resume production by the end of June.
- Staff will pursue additional supply options for the future.
- Agencies around the state are sharing information on chlorine supply in order to allow for possible chlorine disinfectant redistribution.

Mr. Hickmann continued his announcements, asking the recently reelected Commissioners how they would like to handle taking their oaths of office for their new terms. Commissioners

indicated setting up appointments with the District Recorder would work best. Finally, Mr. Hickmann shared his upcoming vacation dates and coverage assignments in his absence.

Mr. Kraska presented the safety moment on fireworks. Next, he gave the department report on the latest updates to Willamette Water Supply Program activities (see attached presentation).

Mr. Hickmann made an additional announcement that the District has been working with the Special Districts Association of Oregon and reaching out to state legislators to request that recent federal funding, awarded to cities and counties within the state, also be allocated to special districts. As of today, he received notice that \$6 million of that funding will go towards utility assistance, a portion of which the District can request to help customers in need.

## **COMMISSIONER COMMUNICATIONS**

### **A. Reports of meetings attended**

Commissioners described and submitted a list of recently attended meetings (see attached forms).

### **B. Topics to be raised by the Commissioners**

There were none.

## **1. PUBLIC HEARINGS**

### **A. Consider adopting Resolution 06-21, a resolution adopting the budget and making appropriations for the Tualatin Valley Water District for the 2021-23 biennium. *Staff Report – Paul Matthews***

Mr. Matthews reviewed the presentation from the Budget Committee meeting, including information on Oregon local budget law/process, the District's budget/financial planning process, the status of the District, strategic goals for the coming biennium and details of each fund within the 2021-23 Approved Budget (see attached presentation).

Commissioner Bagnall opened the public hearing and asked for testimony in support or opposition. There was none. The public hearing was closed.

Motion was made by Doane, seconded by Schmidt, to adopt Resolution 06-21, a resolution adopting the budget and making appropriations for the Tualatin Valley Water District for the 2021-23 biennium. The motion passed unanimously with Bagnall, Doane, Duggan, Sanders and Schmidt voting in favor.

Mr. Matthews noted that the District's financial performance update presentation is attached and that the District has experienced a stabilization and improvement of revenues in the past few months.

- B. Acting as the Local Contract Review Board, consider adopting Resolution 07-21, a resolution declaring an exemption from competitive bidding for the Taylors Ferry Reservoir Replacements and Pump Station project and authorize proceeding with a Construction Manager/General Contractor (CM/GC) contract. *Staff Report – Andrew Barrett*

Mr. Barrett provided the background and overview of the project, described the site plan and the need to keep one reservoir operational at all times, discussed the need for alternative delivery and evaluation methods staff used as well as the legal authority to pursue alternative delivery (see attached presentation). He noted that an additional firm, bringing the total to 11, has expressed interest in the project.

Commissioner Bagnall opened the public hearing and asked for testimony in support or opposition. There was none. The public hearing was closed.

Motion was made by Duggan, seconded by Sanders, to, acting as the Local Contract Review Board, adopt Resolution 07-21, a resolution declaring an exemption from competitive bidding for the Taylors Ferry Reservoir Replacements and Pump Station project and authorize proceeding with a Construction Manager/General Contractor (CM/GC) contract. The motion passed unanimously with Bagnall, Doane, Duggan, Sanders and Schmidt voting in favor.

## **PUBLIC COMMENT**

There was none.

## **2. CONSENT AGENDA**

- A. Approve the May 19, 2021 regular meeting minutes.
- B. Approve the May 25, 2021 Budget Committee meeting minutes.
- C. Approve the June 1, 2021 work session minutes
- D. Authorize the Board President to sign the certification of election results for the May 18, 2021 Regular District Election.
- E. Approve the appointments of Board officers and internal and external committee assignments for the 2021-22 fiscal year as found in the proposed Board Appointments and Assignments document.

Motion was made by Doane, seconded by Schmidt, to approve the Consent Agenda as presented. The motion passed unanimously with Bagnall, Doane, Duggan, Sanders and Schmidt voting in favor.

**3. BUSINESS AGENDA**

A. None.

**ADJOURNMENT**

There being no further business, President Bagnall adjourned the meeting at 7:43 p.m.

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Todd Sanders, President

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Jim Doane, Secretary





## MEMO

**Date:** June 16, 2021

**To:** Tualatin Valley Water District Board of Commissioners

**From:** Tom Hickmann, CEO

**Re:** Chief Executive Officer and Management Staff Report

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The following items will be covered during the report by the CEO:

- 1. Portland *Cryptosporidium* Results** – For the month of May 2021, the Portland Water Bureau reported no *Cryptosporidium* oocyst detections in water samples collected from the Bull Run Headworks. Complete results of Portland's *Cryptosporidium* monitoring are posted on the City's website: <https://www.portland.gov/water/water-quality/test-results#toc-cryptosporidium>.
- 2. Commissioner Oaths of Office** – Typically, Commissioners take an oath of office at the July Board meeting. Commissioners Bagnall, Duggan, and Schmidt were recently re-elected to serve on the TVWD Board and need to complete their oaths. There is no requirement that the oaths must be conducted during a public meeting. Since the Board has not yet resumed in-person public meetings, do Commissioners prefer to schedule appointments with the District Recorder to fulfill their oaths?
- 3. CEO Schedule** – I will be taking some vacation time in the coming weeks. Paul Matthews will serve as Acting in Capacity for the Chief Executive Officer June 21-23, although I will be participating in a few morning meetings each of those days. Chief Engineer, Carrie Pak, will serve as Acting in Capacity July 2-16.
- 4. Safety Minute and Department Report** – Dave Kraska, Willamette Water Supply Program Director, will present the safety minute and department report this evening.

# Willamette Water Supply

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## WWSP Department Report: June 2021 Progress Update

June 16, 2021

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## Current WWSP Activities Overview

- Progressing procurements
  - PLM\_4.1 – Bids opened, MEI low bidder, WCLUT contracting
  - WSI – Water testing units delivered to TVWD
  - Materials Testing Services – RFQ responses received June 15, evaluation and notifications by June 29
  - CMMS Integration RFI completed; RFP development underway
  - PLM\_1.3 Special Procurement document development

- Completed STAG LOI, Baseline 6.1 implementation planning, draft steel market analysis
- Addressing Owner-requested changes
- Advancing remaining designs

7 Pipelines	WTP_1.0
RES_1.0	DCS_1.0

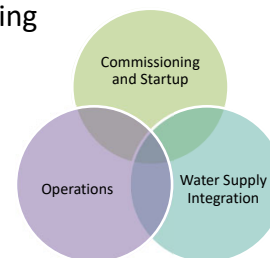
- Constructing projects

Pipelines	PLM_1.1, _1.2, _4.1, _5.1, _5.2; PLW_1.3; MPE/COB_1.1, MPE/COB_1.2
Facilities	RWF_1.0

- Coordinating projects delivery

Wilsonville	WCLUT	Others
<ul style="list-style-type: none"> <li>•RWF_1.0</li> <li>•PLM_1.1</li> <li>•PLM_1.2</li> <li>•PLM_1.3</li> </ul>	<ul style="list-style-type: none"> <li>•PLM_4.1</li> <li>•PLM_4.2</li> <li>•PLM_4.4</li> <li>•PLM_5.1</li> <li>•RES_1.0</li> <li>•PLW_1.3</li> <li>•PLW_1.2</li> <li>•PLW_2.0</li> <li>•MPE_1.2/ COB_1.2</li> <li>•MPE_1.3</li> </ul>	<ul style="list-style-type: none"> <li>•ODOT</li> <li>•MPE_1.2/ COB_1.2</li> <li>•Developers</li> <li>•PLM_1.3</li> <li>•WTP_1.0</li> <li>•PLM_5.2</li> <li>•PLW_1.3</li> <li>•PGE</li> <li>•RWF_1.0</li> <li>•WTP_1.0</li> <li>•RES_1.0</li> </ul>

- Progressing planning

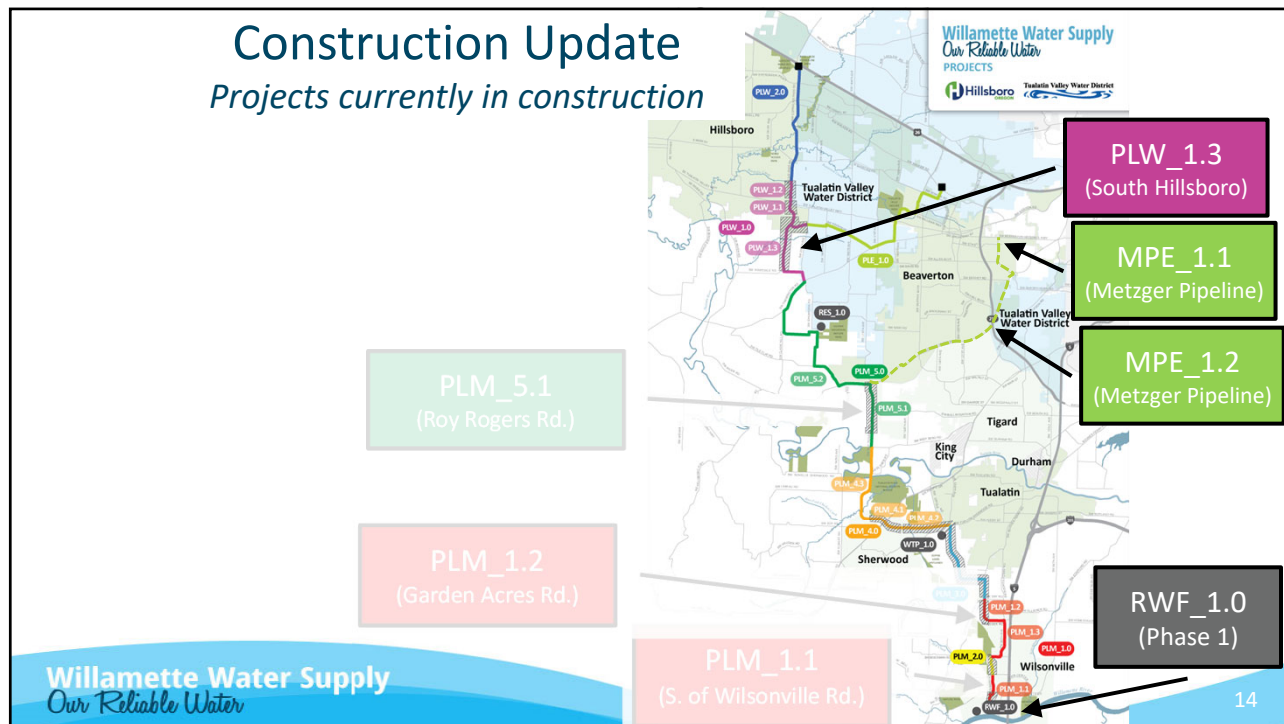


Excludes IGAs/MOUs, ROW, and Permits

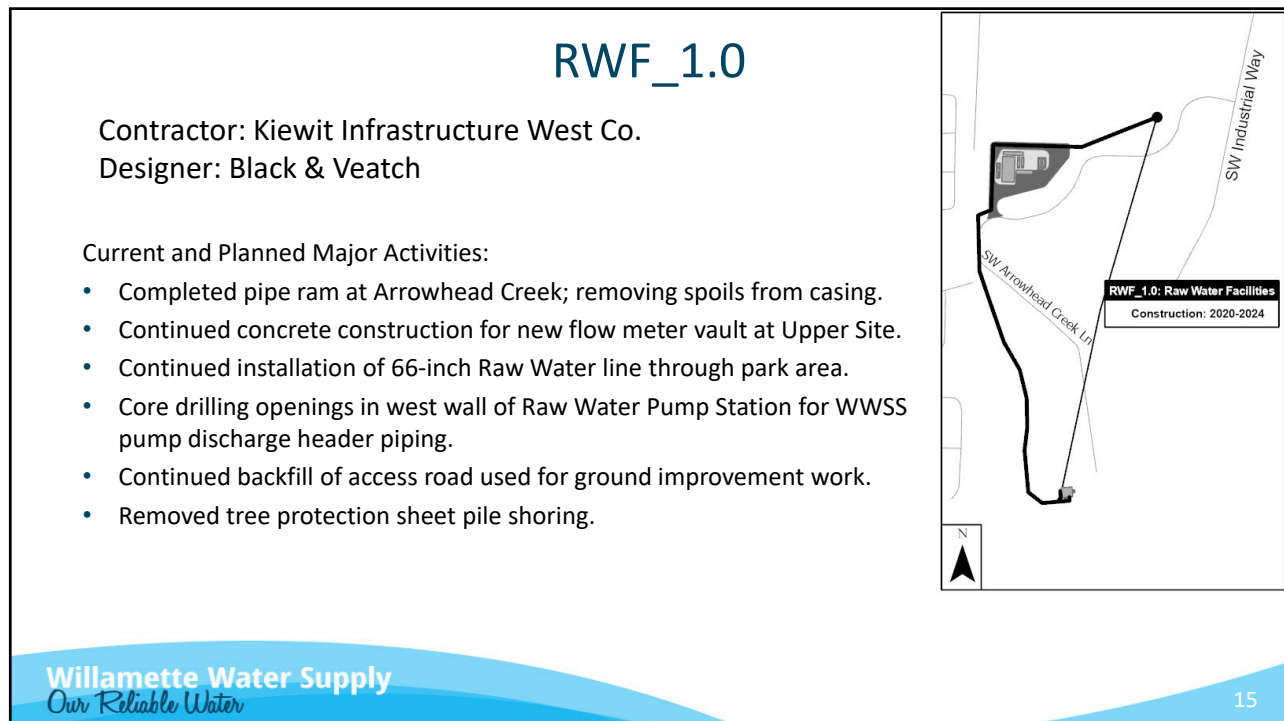
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## Construction Photos – RWF\_1.0

Placing concrete for  
flow meter vault walls



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## Construction Photos – RWF\_1.0

66-inch Raw Water pipeline  
progress through park



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## Construction Photos – RWF\_1.0

Core drilling wall penetrations for new WWSS Raw Water pump discharge header. CLSM cap transition zone in foreground.



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## Trenchless Crossing of Arrowhead Creek



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## Construction Photos – RWF\_1.0



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## Construction Photos – RWF\_1.0

Video of pipe ram  
breakout at receiving shaft



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## From social media: LinkedIn

JWF (Fowler) the General Contractor for the Arrowhead Creek crossing posted this from their LinkedIn account. The post recognizes the safe, successful achievement accomplished by the team and the risks averted by its successful completion.

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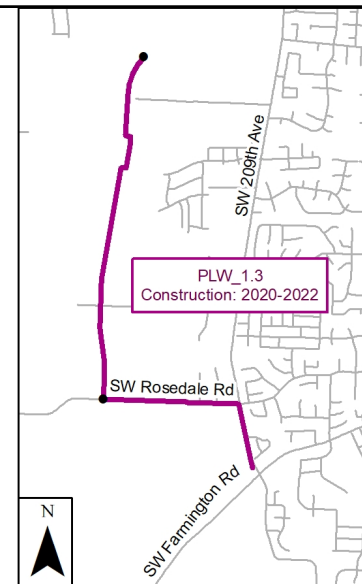
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## PLW\_1.3

Contractor: Tapani, Inc.  
Designer: Kennedy/Jenks

### Current and Planned Activities:

- 30-inch TVWD Turnout pipe along SW Rosedale Rd and SW 209<sup>th</sup> Ave is complete
- SW 209<sup>th</sup> road closure reopened on Saturday June 5th
- Started installation of Farmington meter vault
- 66-inch pipe installation from Rosedale Rd. to north
- Butternut Creek crossing – microtunneling 60% complete



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## Construction Photos – PLW\_1.3

Friday Night Lights -  
Weekend closure for  
crossing SW 209<sup>th</sup> Ave. at  
Farmington Rd.



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## Construction Photos – PLW\_1.3

Microtunneling operation –  
setting new casing section



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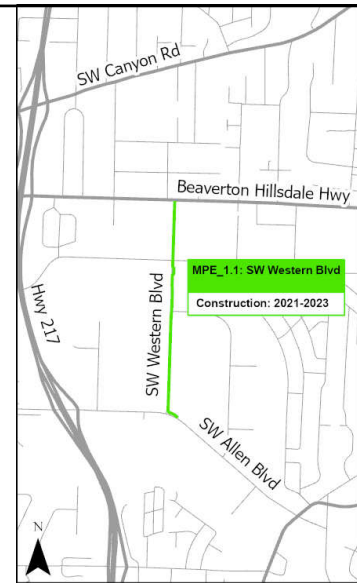


## MPE\_1.1

Partner: City of Beaverton  
 Contractor: Moore Excavation Inc.  
 Designer: Brown & Caldwell

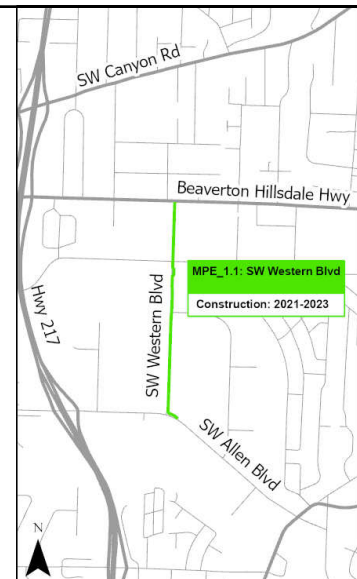
### Current and Planned Activities:

- Pre-construction meeting held 5/13/2021
- Erosion control, initial clearing and grubbing underway
- Franchise utility relocation and coordination
- Utility potholing



## MPE\_1.1 Notable Topics

- Partner Coordination
  - Shared field trailer with City of Beaverton to be set up by July
- Potential Claims
  - None
- Delivery Challenges
  - Steel Pipe and Butterfly Valve Fabrication Schedule

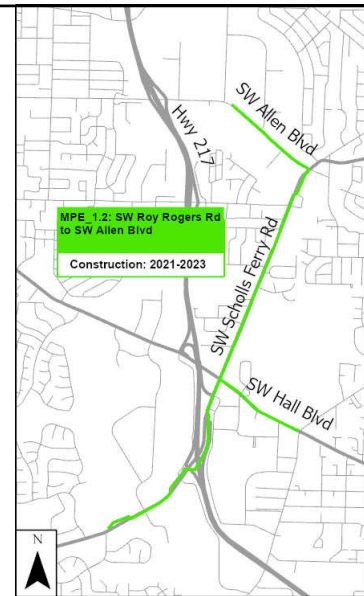


## MPE\_1.2

Contractor: Emery & Sons  
Designer: Brown & Caldwell

### Current and Planned Activities:

- Pre-construction Meeting held 5/26/2021
- Submittals and RFIs
- Utility coordination



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## MPE\_1.2 Notable Topics

- External Coordination
  - Meeting held with PGE to begin coordination of work around overhead lines
- Potential Claims
  - None
- Delivery Challenges
  - Staging area procurement by WWSP



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## QUESTIONS

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**TUALATIN VALLEY**  
WATER DISTRICT

## 2021-23 Biennial Budget Adoption

Board Regular Meeting  
June 16, 2021

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## Oregon Local Budget Law



Oregon Revised Statutes 294



Standardizes Procedures



Provides Opportunities for Public Input



Budget Committee members should not deliberate outside of the formal meeting(s)



Compliance is Mandatory

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## Oregon Local Budget Process

### Requested Budget

- Management develops department-level requests

### Proposed Budget

- Budget officer prepares Proposed Budget for Budget Committee Action

### Approved Budget

- Budget Committee approves budget in for consideration for adoption

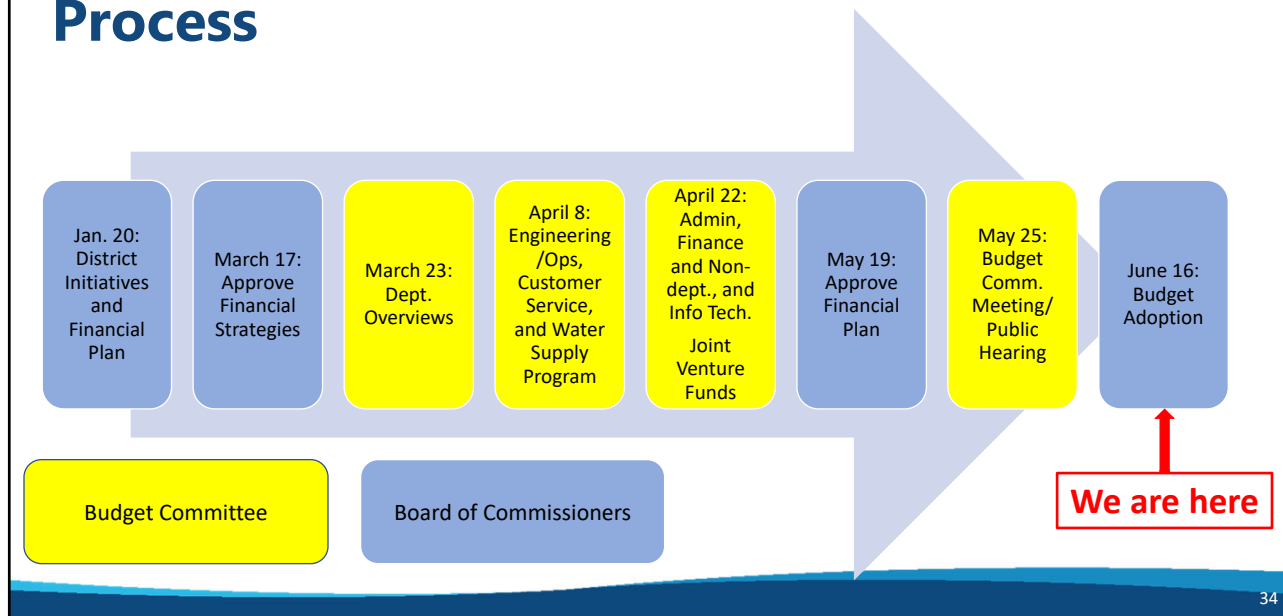
### Adopted Budget

- Board of Commissioners adopts budget and sets appropriations

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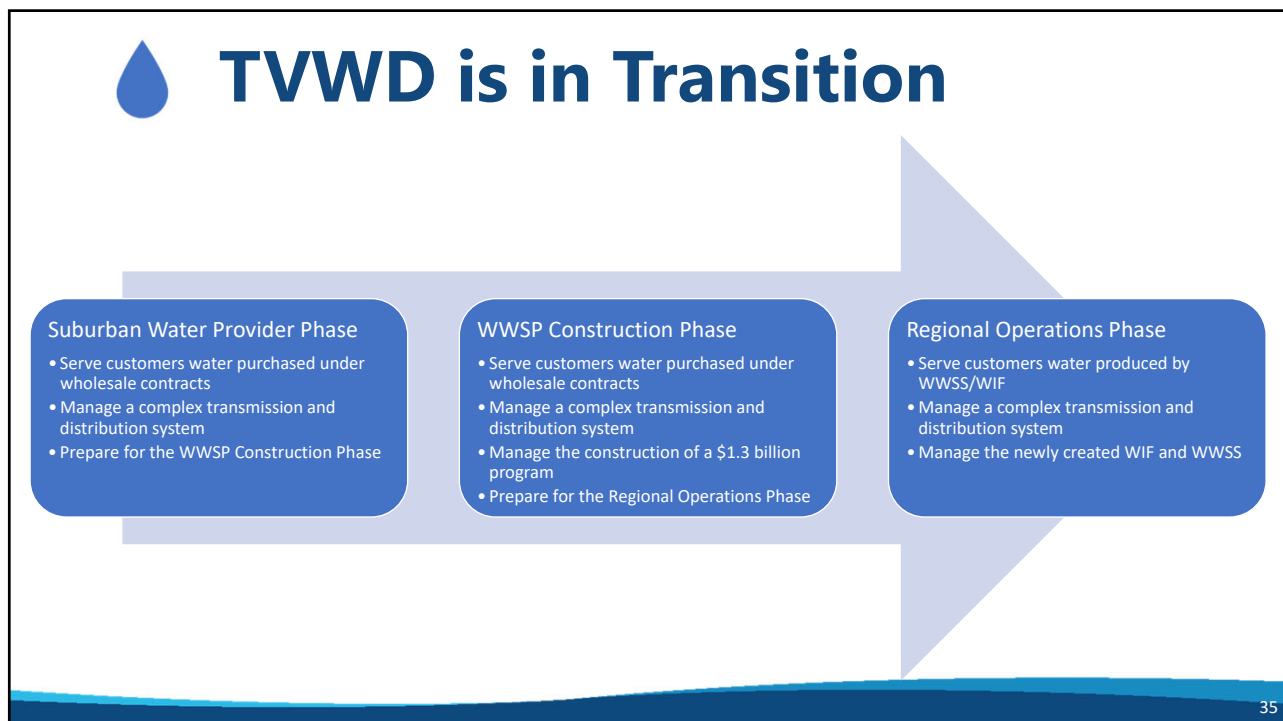
## Recap of Budget & Financial Planning Process



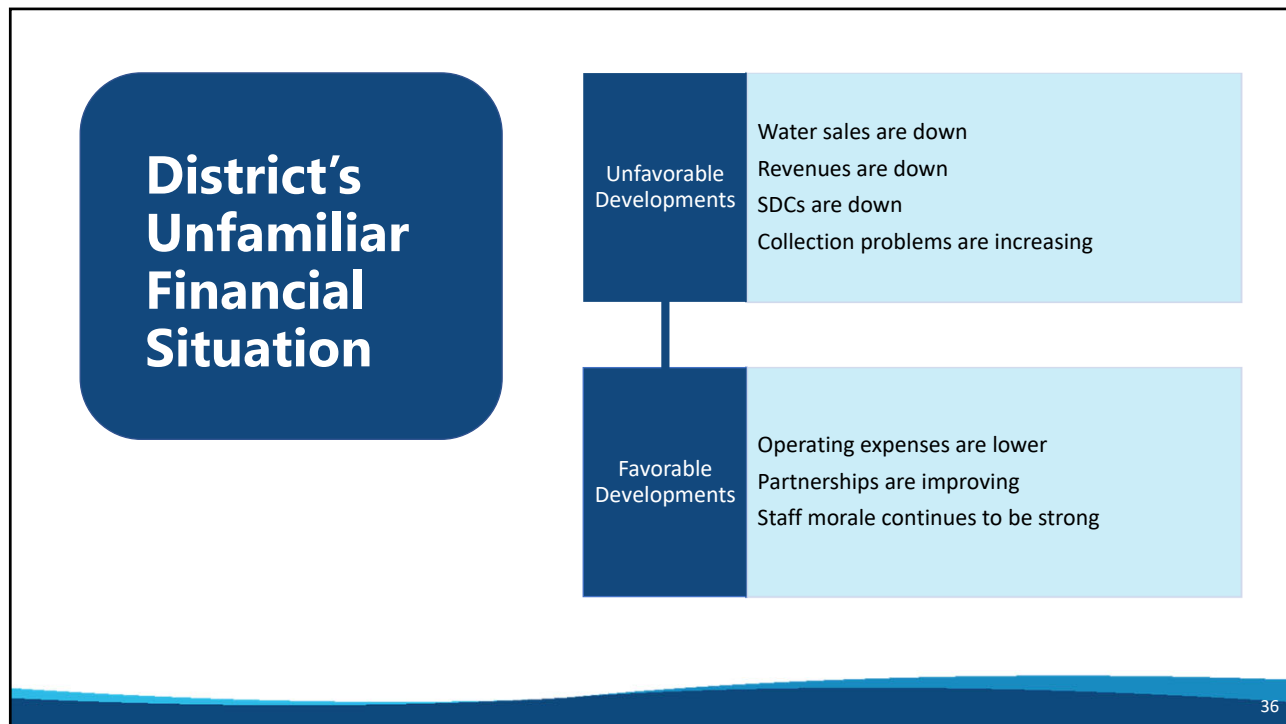
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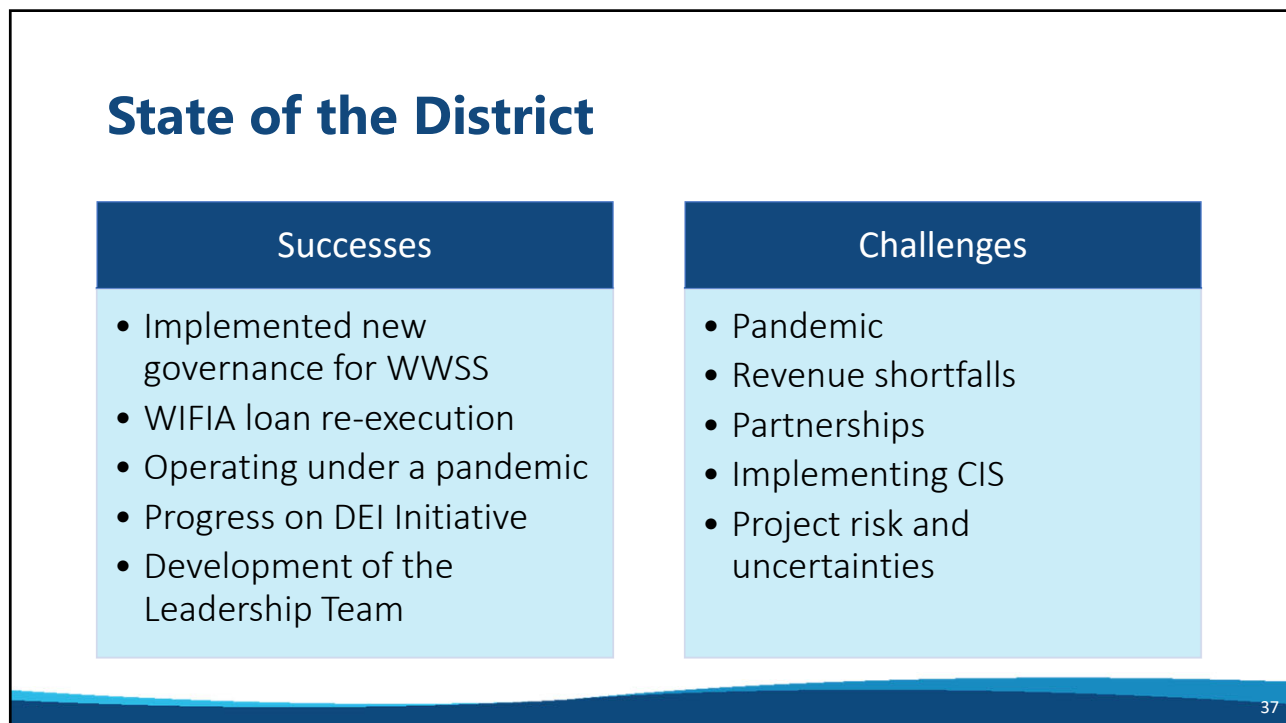
## TVWD is in Transition



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## Strategic Goals: Desired Results

Tualatin Valley Water District Desired Results	
1.	The Water Supply Meets Community Needs and Expectations
2.	The Community Is Confident in Our Water, Service and Employees
3.	We Are Good Stewards of Our Financial Resources
4.	We Are Good Stewards of Natural Resources
5.	We Are Good Stewards of Our Own Assets and Resources (People & Physical Assets)

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## 2019-21 Strategic Initiatives and Desired Results

#	District Initiatives	Desired Results				
		Water Needs & Expectations	Community Confidence in TVWD	Stewards of Financial Resources	Stewards of Natural Resources	Stewards of People and System
1	Program for Management and Operation of the WWSS	✓	✓	✓	✓	✓
2	Debt Program	✓	✓	✓		
3	Strategic Communications Program	✓	✓	✓		✓
4	Develop and Implement CIS		✓	✓		✓
5	District Resiliency Program	✓	✓	✓	✓	✓
6	Human Capital Strategy	✓	✓	✓		✓

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## Progress on 2019-21 Strategic Initiatives

#	Description	Dept. or Division	Target Date	Status	Status
1	Program for Management and Operation of the Willamette Water Supply System	Admin	June 2026	G	●
2	Debt Program	Finance	June 2021	C	✓
3	Strategic Communications Program	Communications & Public Affairs	December 2021	Y	●
4	Develop and Implement CIS	Customer Service	February 2022	Y	●
5	District Resiliency Program	Risk	June 2021	C	✓
6	Human Capital Strategy	HR	June 2021	C	✓

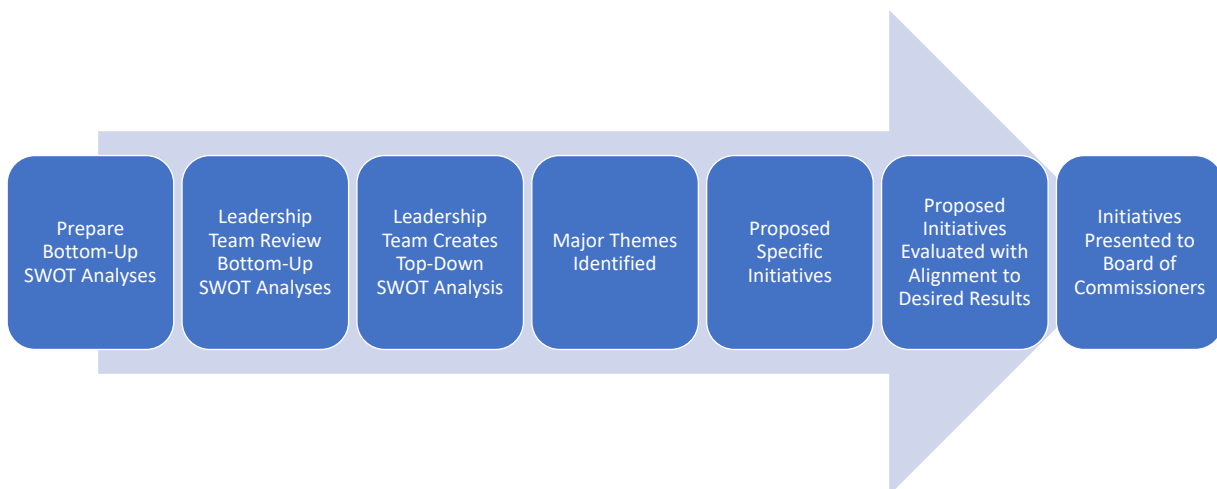
**KEY:**

Completed	C	✓
On Schedule	G	●
Some issues slowing this down	Y	●
Significantly off schedule	R	●

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## Developing 2021-23 Strategic Initiatives



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## Major Themes from SWOT Analysis

Human Investment	Intergovernmental Relations	Business Intelligence	Efficiency Through Modernization	Current Initiatives
<ul style="list-style-type: none"> <li>Prepare employees to be successful in meeting the future requirements of the District.</li> </ul>	<ul style="list-style-type: none"> <li>Improve relationships with local governments and neighboring utilities to solidify TVWD as a necessary and desired regional resource.</li> </ul>	<ul style="list-style-type: none"> <li>Improve planning and the District's ability to respond by developing actionable information from disparate sources of data.</li> </ul>	<ul style="list-style-type: none"> <li>Improve the service levels provided to our customers and find long-term strategies to lower the cost of doing so.</li> </ul>	<ul style="list-style-type: none"> <li>Successfully execute and complete the initiatives currently underway.</li> </ul>

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## Strategic Initiatives and Desired Results

Strategic Initiatives	Desired Results				
	Water Needs & Expectations	Community Confidence in TVWD	Stewards of Financial Resources	Stewards of Natural Resources	Stewards of People and Systems
Mission, Vision, and Values		✓	✓	✓	✓
Conduct Classification / Compensation Study			✓		✓
Government Affairs	✓	✓			✓
Business Decision Data	✓	✓	✓	✓	✓
Modernization	✓		✓	✓	✓
Existing Initiatives	✓	✓	✓	✓	✓

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# Mission, Vision, and Values

## Objectives

- Develop District-wide buy-in into our mission, vision, and values
- Integrate TVWD's mission, vision, and values into TVWD's culture
- Update TVWD's strategic planning process

## Key Elements

- Refine/update the District's mission, vision, and values
- Integrate team-oriented training into District's culture
- Implement DEI Initiative

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# Conduct Class/Compensation Study

## Objective

- Prepare TVWD's workforce for the transition to the WWSS/WIF managing agency/operator
- Modernize TVWD's compensation structure to better align with current market conditions

## Key Elements

- Assess TVWD's compensation structure against current needs
- Identify job classification and compensation challenges in the modern labor market
- Prepare an implementation and change management plan

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## Governmental Affairs

### Objectives

- Improve relationships with other local governments
- Develop better information on how TVWD's efforts affect its partners and customers
- More fully integrate the communications functions

### Key Elements

- Develop/implement government affairs strategy
- Reorganize communications
- Implement new survey protocols

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## Business Decision Data

### Objectives

- Improve management decision making
- Reduce apparent data inconsistencies
- Embrace technology to reduce costs of doing business

### Key Elements

- Develop common data warehouse
- Implement management dashboards
- Develop data-informed processes

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## Modernization

### Objectives

- Reduce costs of maintaining or improving service levels for customers
- Align TVWD's efforts with those activities providing greatest return to customers
- Manage risks

### Key Elements

- Develop AMI strategy
- Develop/implement project management center
- Mature asset management strategy

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## Complete Existing Initiatives

### Objectives

- Successfully complete important initiatives that carry over from prior efforts

### Key Elements

- Implement WWSS and WIF
- Develop plan for wind-down of the PMO
- Implement CIS
- Invest in critical infrastructure
- Complete TVWD branding strategy
- Decommission on-premises SharePoint

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## New Requested Staff Positions

### Engineering and Operations

- SCADA staff member
- Water Works Operator

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WATER DISTRICT

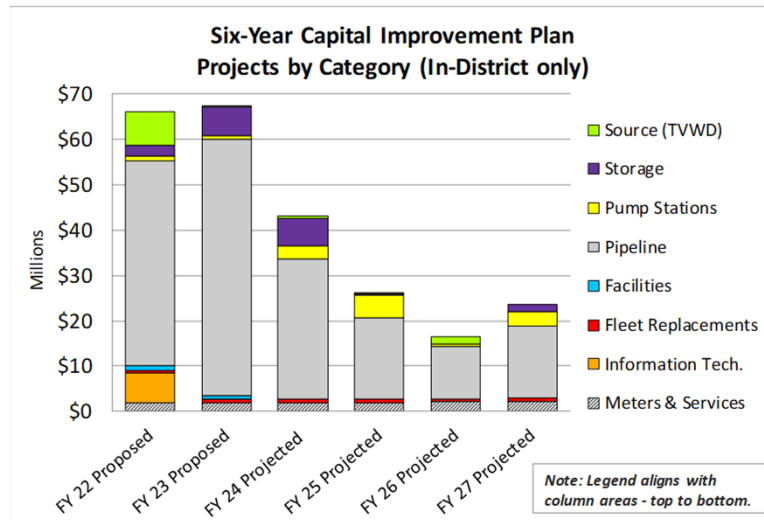
## Proposed 2021-23 Budget by Fund

2021-23 Biennial Budget  
Committee Meeting

May 25, 2021

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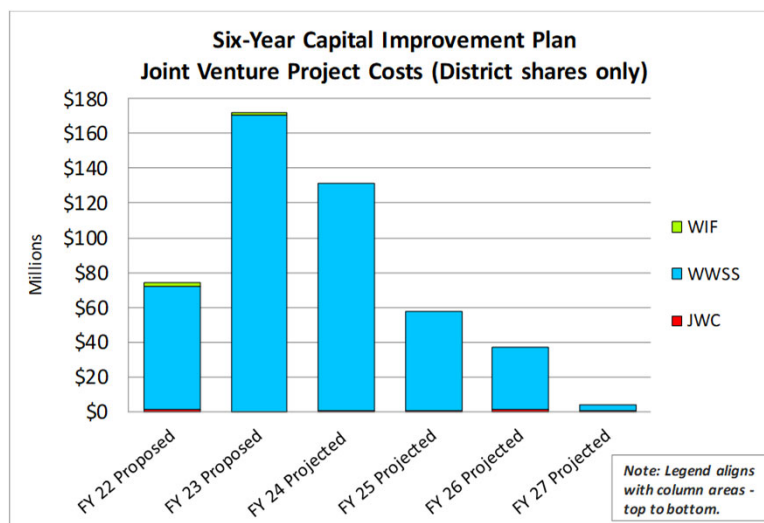
## Key Infrastructure Investments



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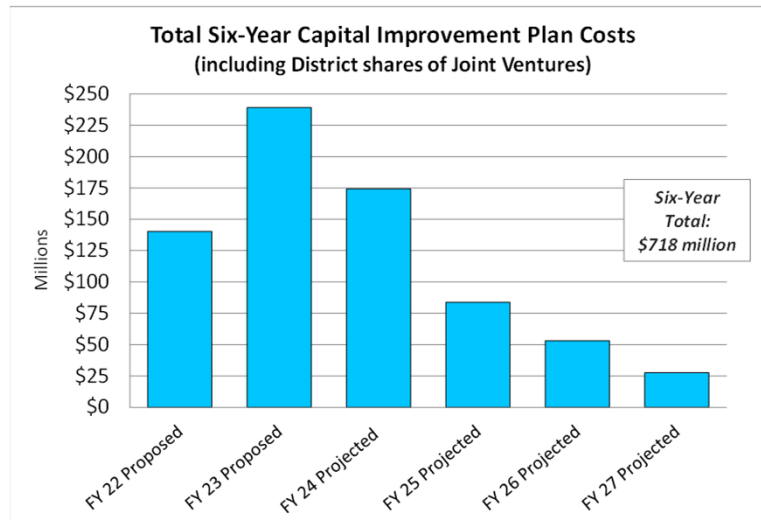
## Key Infrastructure Investments



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## Key Infrastructure Investments



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## TVWD's Fund Structure

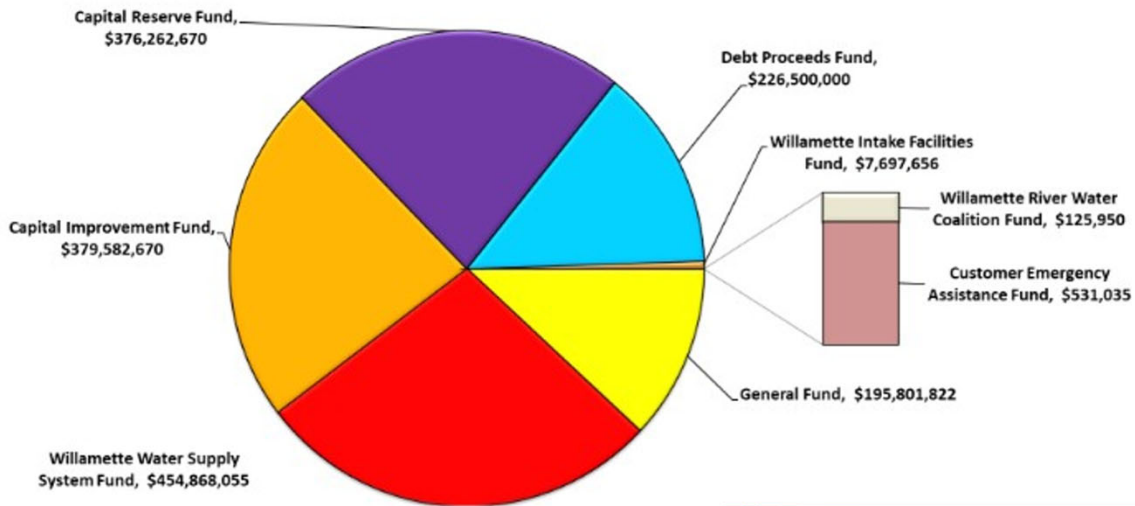
Six Funds Directly Support the Water Utility	
<b>General Fund (01)</b>	Administration, operations, and maintenance activity. All District staff are budgeted in this fund.
<b>Capital Improvement Fund (11)</b>	Accounts for the resources and expenditures used for acquisition or construction of major capital facilities not funded by bond proceeds.
<b>Capital Reserve Fund (18)</b>	Holds resources for current and future capital improvement and water supply projects.
<b>Debt Proceeds Fund (22)</b>	Holds proceeds from the District's debt portfolio including the revenue bonds, WIFIA loan proceeds, and other types of borrowings.
<b>Revenue Bond Debt Service Fund (31)</b>	Accounts for repayment of principal and interest on the District's revenue bonds.
<b>Customer Emergency Assistance Fund (43)</b>	Accounts for the resources, administration, and customer payments for those who qualify for emergency assistance.

Three Funds Manage Partnerships	
<b>Willamette Water Supply System Fund - WWSS (45)</b>	An ORS chapter 190 Joint Venture with the cities of Beaverton, Hillsboro, Sherwood, Tigard, Wilsonville, and TVWD. TVWD serves as the managing agency providing administration, operations, project management and accounting services.
<b>Willamette Intake Facilities Fund - WIF (44)</b>	An ORS chapter 190 Joint Venture with the cities of Beaverton, Hillsboro, Sherwood, Tigard, Wilsonville, and TVWD. TVWD serves as the managing agency providing general administration, project management, and accounting services.
<b>Willamette River Water Coalition Fund - WRWC (41)</b>	An ORS chapter 190 Joint Venture with the cities of Sherwood, Tigard, Tualatin, and TVWD. TVWD serves as the managing agency providing general administration and accounting services.

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## Proposed 2021-23 Appropriations



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## General Fund – Appropriations in Approved Budget

Description	2019-21 Budget	Proposed Budget	Change	Percent Change	Annualized Percent
Personnel Services	\$ 43,536,650	\$ 42,330,036	\$ (1,206,614)	-2.8%	-1.4%
Materials & Services	42,131,196	47,640,836	5,509,640	13.1%	6.3%
Capital Outlay	212,200	705,950	493,750	232.7%	82.4%
Special Payments	21,446,000	1,625,000	(19,821,000)	-92.4%	-72.5%
Interfund Transfers	78,491,222	83,500,000	5,008,778	6.4%	3.1%
Contingency	14,370,642	20,000,000	5,629,358	39.2%	18.0%
<b>Total</b>	<b>\$ 200,187,910</b>	<b>\$ 195,801,822</b>	<b>\$ (4,386,088)</b>	<b>-2.2%</b>	<b>-1.1%</b>

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## General Fund

<b>Resources</b>		
Beginning Balance	\$	37,376,583
Water Sales		158,826,968
Right of Way Fees		1,625,000
Admin Fees		751,303
Other Resources		1,088,435
Interest Earnings		438,200
Contract Reimbursements		2,436,000
Overhead to Other Funds		10,722,620
<b>Total Resources</b>	<b>\$</b>	<b>213,265,109</b>
<b>Requirements</b>		
Personnel Services	\$	42,330,036
Materials & Services		47,640,836
Capital Outlay		705,950
Special Payments		1,625,000
Interfund Transfers		83,500,000
Contingency		20,000,000
<b>Total</b>	<b>\$</b>	<b>195,801,822</b>
Unappropriated		17,463,287
<b>Total Requirements</b>	<b>\$</b>	<b>213,265,109</b>

### Key Elements

- All personnel services budgeted in General Fund
- Purchased Water/Power is 51.5% of materials & services
- Available resources transferred to Capital Reserve Fund for capital projects and future use
- Special Payments appropriation for right-of-way fee pass-through

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## Capital Improvement Fund – Appropriations in Approved Budget

Description	2019-21 Budget	Proposed Budget	Change	Percent Change	Annualized Percent
Personnel Services	\$ -	\$ -	\$ -	NA	NA
Materials & Services	-	-	-	NA	NA
Capital Outlay	179,522,721	379,582,670	200,059,949	111.4%	45.4%
Special Payments	-	-	-	NA	NA
Interfund Transfers	-	-	-	NA	NA
Contingency	-	-	-	NA	NA
<b>Total</b>	<b>\$ 179,522,721</b>	<b>\$ 379,582,670</b>	<b>\$ 200,059,949</b>	<b>111.4%</b>	<b>45.4%</b>

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## Capital Improvement Fund

<b>Resources</b>	
TVWD	\$ 376,262,670
Other Partners	3,320,000
<b>Total Resources</b>	<b>\$ 379,582,670</b>
<b>Requirements</b>	
Materials & Services	\$ 0
Capital Outlay	379,582,670
Contingency	0
<b>Total Requirements</b>	<b>\$ 379,582,670</b>

### Key Elements

- Capacity improvements
- Replacement
  - Condition assessment
  - Age
  - Resiliency
- Relocation – Agency Driven
- Metzger Pipeline East (MPE) budgeted here

### Joint Ventures

- Includes appropriations for District's share of WWSS, WIF and Joint Water Commission capital projects

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## Capital Reserve Fund – Appropriations in Approved Budget

Description	2019-21 Budget	Proposed Budget	Change	Percent Change	Annualized Percent
Personnel Services	\$ -	\$ -	\$ -	NA	NA
Materials & Services	-	-	-	NA	NA
Capital Outlay	-	-	-	NA	NA
Special Payments	-	-	-	NA	NA
Interfund Transfers	179,522,721	376,262,670	196,739,949	109.6%	44.8%
Contingency	-	-	-	NA	NA
<b>Total</b>	<b>\$ 179,522,721</b>	<b>\$ 376,262,670</b>	<b>\$ 196,739,949</b>	<b>109.6%</b>	<b>44.8%</b>

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## Capital Reserve Fund

### Capital Reserve Fund

#### Resources

Beginning Balance	\$	56,508,462
Interest Income		431,000
Contributions		10,725,083
Interfund Transfer		309,500,000
<b>Total Resources</b>	<b>\$</b>	<b>377,164,545</b>

#### Requirements

Interfund Transfer	\$	376,262,670
Unappropriated		901,875
<b>Total Requirements</b>	<b>\$</b>	<b>377,164,545</b>

### Key Elements

- Accounts for financial reserves
- Transfers to the District Capital Improvement Fund
- Resources include SDC revenues, meter & services install fees, interest earnings, transfers-in from other funds

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## Debt Proceeds Fund – Appropriations in Approved Budget

Description	2019-21 Budget	Proposed Budget	Change	Percent Change	Annualized Percent
Personnel Services	\$ -	\$ -	\$ -	NA	NA
Materials & Services	-	-	-	NA	NA
Capital Outlay	-	-	-	NA	NA
Special Payments	-	-	-	NA	NA
Interfund Transfers	25,000,000	226,500,000	201,500,000	806.0%	201.0%
Contingency	-	-	-	NA	NA
<b>Total</b>	<b>\$ 25,000,000</b>	<b>\$ 226,500,000</b>	<b>\$ 201,500,000</b>	<b>806.0%</b>	<b>201.0%</b>

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## Debt Proceeds Fund

### Key Elements

- Accounts for proceeds of borrowing
- Anticipated WIFIA draws during biennium
- Interfund transfers to the Capital Reserve Fund

### Debt Proceeds Fund

#### Resources

Beginning Balance	\$	0
Bond Proceeds		226,500,000
<b>Total Resources</b>	<b>\$</b>	<b>226,500,000</b>

#### Requirements

Materials & Services	\$	0
Interfund Transfer		226,500,000
Contingency		0
<b>Total Requirements</b>	<b>\$</b>	<b>226,500,000</b>

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## Customer Emergency Assistance Fund – Appropriations in Approved Budget

Description	2019-21 Budget	Proposed Budget	Change	Percent Change	Annualized Percent
Personnel Services	\$ -	\$ -	\$ -	NA	NA
Materials & Services	41,400	531,035	489,635	1182.7%	258.1%
Capital Outlay	-	-	-	NA	NA
Special Payments	-	-	-	NA	NA
Interfund Transfers	-	-	-	NA	NA
Contingency	-	-	-	NA	NA
<b>Total</b>	<b>\$ 41,400</b>	<b>\$ 531,035</b>	<b>\$ 489,635</b>	<b>1182.7%</b>	<b>258.1%</b>

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## Customer Emergency Assistance Fund

### Key Elements

- Provides emergency relief to qualified customers through the Customer Emergency Assistance Program
- Qualification provided by third party
- Sources of Funds:
  - Customer donations
  - Commissioners and staff
  - Budgeted funds
- Interest earnings remain within Fund
- Request \$250,000 per year to assist customers with emergency needs
- Working closely with Clean Water Services to match efforts

### Resources

Beginning Balance	\$	5,000
Donations & Interest		26,035
Transfers In		500,000
<b>Total Resources</b>	<b>\$</b>	<b>531,035</b>

### Requirements

Materials & Services	\$	531,035
Capital Outlay		0
<b>Total Requirements</b>	<b>\$</b>	<b>531,035</b>

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## Willamette Water Supply System Fund – Appropriations in Approved Budget

Description	2019-21 Budget	Proposed Budget	Change	Percent Change	Annualized Percent
Personnel Services	\$ -	\$ -	\$ -	NA	NA
Materials & Services	1,714,154	2,343,405	629,251	36.7%	16.9%
Capital Outlay	217,296,865	452,289,650	234,992,785	108.1%	44.3%
Special Payments	-	-	-	NA	NA
Interfund Transfers	-	-	-	NA	NA
Contingency	173,000	235,000	62,000	35.8%	16.5%
<b>Total</b>	<b>\$ 219,184,019</b>	<b>\$ 454,868,055</b>	<b>\$ 235,684,036</b>	<b>107.5%</b>	<b>44.1%</b>

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## Willamette Water Supply System Commission

### Key Elements

- Joint venture of TVWD, and the cities of Beaverton and Hillsboro
- TVWD serves as managing agency
- TVWD's share of operating expenses are budgeted in Administration Regional Partnerships
- The budget is set annually by the WWSS Commission Board
- Constructs and operates the Willamette Water Supply System

### Resources

TVWD	\$	243,272,395
Other Partners		211,595,660
<b>Total Resources</b>	<b>\$</b>	<b>454,868,055</b>

### Requirements

Materials & Services	\$	2,343,405
Capital Outlay		452,289,650
Contingency		235,000
<b>Total Requirements</b>	<b>\$</b>	<b>454,868,055</b>

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## Willamette Intake Facilities Fund – Appropriations in Approved Budget

Description	2019-21 Budget	Proposed Budget	Change	Percent Change	Annualized Percent
Personnel Services	\$ -	\$ -	\$ -	NA	NA
Materials & Services	420,590	1,056,920	636,330	151.3%	58.5%
Capital Outlay	8,113,208	6,533,736	(1,579,472)	-19.5%	-10.3%
Special Payments	-	-	-	NA	NA
Interfund Transfers	-	-	-	NA	NA
Contingency	36,000	107,000	71,000	197.2%	72.4%
<b>Total</b>	<b>\$ 8,569,798</b>	<b>\$ 7,697,656</b>	<b>\$ (872,142)</b>	<b>-10.2%</b>	<b>-5.2%</b>

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## Willamette Intake Facilities Commission

### Key Elements

- Joint venture of TVWD, and cities of Beaverton, Hillsboro, Sherwood, Tigard, and Wilsonville
- TVWD serves as managing agency
- TVWD's share of operating expenses are budgeted in Administration Regional Partnerships
- The budget is set annually by the WIF Commission Board
- Constructs and operates the Willamette Intake Facilities on the Willamette River

### Resources

TVWD	\$	3,523,945
Other Partners		4,173,711
<b>Total Resources</b>	<b>\$</b>	<b>7,697,656</b>

### Requirements

Materials & Services	\$	1,056,920
Capital Outlay		6,533,736
Contingency		107,000
<b>Total Requirements</b>	<b>\$</b>	<b>7,697,656</b>

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## Willamette River Water Coalition Fund – Appropriations in Approved Budget

Description	2019-21 Budget	Proposed Budget	Change	Percent Change	Annualized Percent
Personnel Services	\$ -	\$ -	\$ -	NA	NA
Materials & Services	167,000	114,300	(52,700)	-31.6%	-17.3%
Capital Outlay	-	-	-	NA	NA
Special Payments	-	-	-	NA	NA
Interfund Transfers	-	-	-	NA	NA
Contingency	-	11,650	11,650	NA	NA
<b>Total</b>	<b>\$ 167,000</b>	<b>\$ 125,950</b>	<b>\$ (41,050)</b>	<b>-24.6%</b>	<b>-13.2%</b>

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# Willamette River Water Coalition

## Key Elements

- Joint venture of TVWD, and cities of Sherwood, Tigard, and Tualatin
- TVWD serves as the managing agency
- TVWD's dues are budgeted in Regional Partnerships
- The WRWC budget is set annually by its governing board
- Primarily focused on water rights on the Willamette River

## Resources

TVWD	\$	58,000
Other Partners		67,950
<b>Total Resources</b>	\$	125,950

## Requirements

Materials & Services	\$	114,300
Capital Outlay		0
Contingency		11,650
<b>Total Requirements</b>	\$	125,950

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## Appropriations Summary - Proposed 2021-23 Budget

	2019-21 Biennial Revised Budget	2021-23 Biennial Proposed Budget	% Change from Revised 2019-21 Biennial
<b>Sources of Funds</b>			
Operating Revenue	\$ 170,406,943	\$ 180,495,611	5.9%
Non-Operating Revenue	240,480,095	472,586,886	96.5%
Total Revenues:	\$ 410,887,038	\$ 653,082,497	58.9%
Transfers In From Other Funds	283,013,943	686,262,670	142.5%
Debt Resources	25,000,000	226,500,000	
Beginning Fund Balances	132,950,815	93,893,898	-29.4%
<b>Total Sources</b>	<b>\$ 851,851,796</b>	<b>\$ 1,659,739,065</b>	<b>94.8%</b>
<b>Uses of Funds</b>			
Personnel Services	\$ 43,536,651	\$ 42,330,036	-2.8%
Materials and Services	44,391,964	51,686,496	16.4%
Capital Outlay	404,589,611	839,112,006	107.4%
Special Payments	21,446,000	1,625,000	-92.4%
Contingency	15,209,000	20,353,650	33.8%
Transfers Out To Other Funds	283,013,943	686,262,670	142.5%
<b>Total Appropriations:</b>	<b>\$ 812,187,169</b>	<b>\$ 1,641,369,858</b>	<b>102.1%</b>
Ending Fund Balances	39,664,627	18,369,207	-53.7%
<b>Total Uses</b>	<b>\$ 851,851,796</b>	<b>\$ 1,659,739,065</b>	<b>94.8%</b>

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# Summary

## 2021-23 Presents New Challenges

- Unfamiliar financial position
- Continued large infrastructure investments

## Proposed 2021-23 Budget

- Funds initiatives based on strategic plan
- Maintains current service levels with limited additions for strategic initiatives
- Recognizes impact of pandemic on customers by funding bad debt expense and Customer Emergency Assistance Program
- Funds District's infrastructure investments
- Funds District transition to managing agency for the WWSS and WIF

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## Questions and Answers

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## Management Recommendation

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Adopt Resolution 06-21

- Adopting the 2021-23 Biennial Budget
- Making appropriations for 2021-23 biennium

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## Update on Financial Performance

**Paul L. Matthews**  
Chief Financial Officer

June 16, 2021

**Tualatin Valley Water District**  
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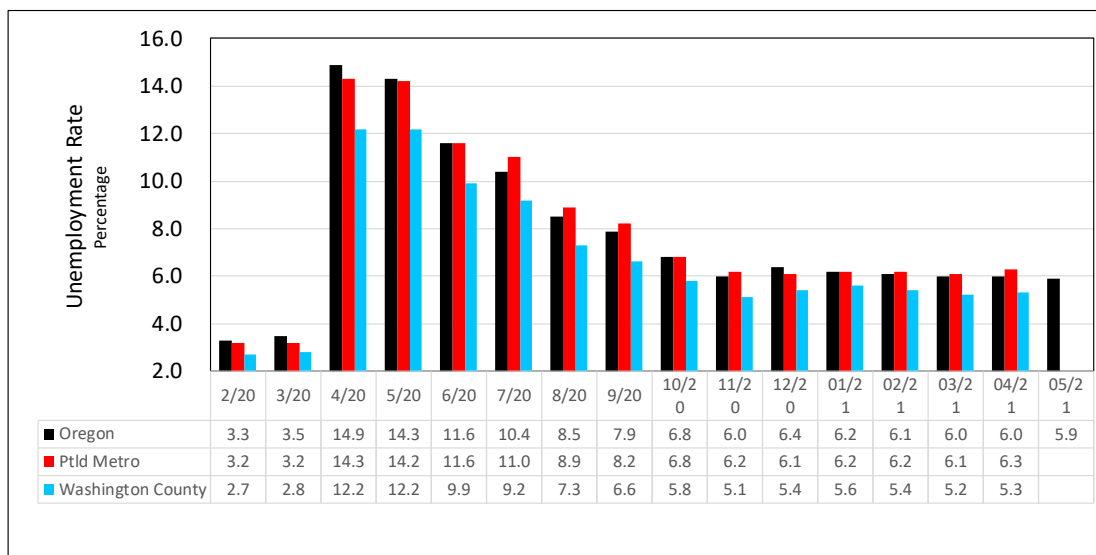
## Overview of Tonight's Presentation

### Updates on:

- Update on unemployment rates
- TVWD's Financial Performance
  - Revenue
  - Collections
  - Expenses

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## Mixed Improvements in Labor Market



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## Monitoring TVWD's Financial Performance



### Revenue

- Impact on future water sales



### Collections

- Capacity for customers to pay their water bills



### Expenses

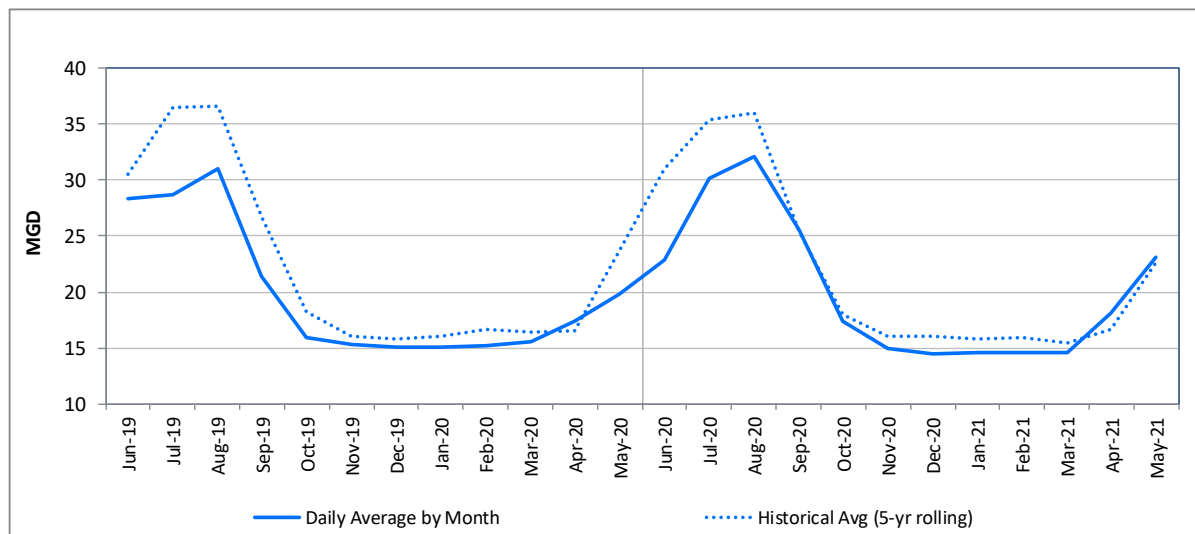
- Effect on budget to respond to COVID-19

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## Water Deliveries Now Exceed 5-Year Average



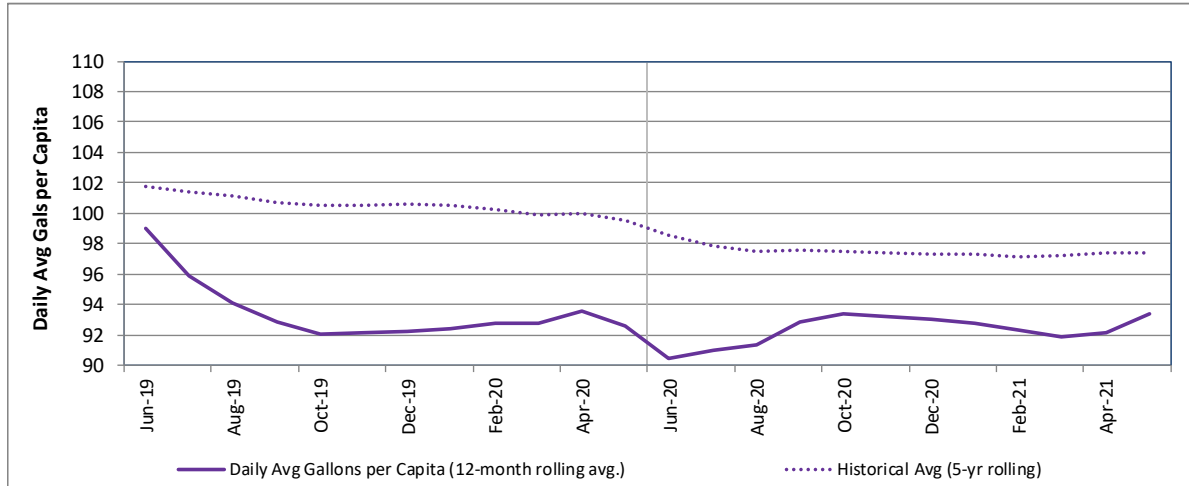
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## Customer Demands Remain Relatively Soft

Comparison of Gallons Per Capita Per Day

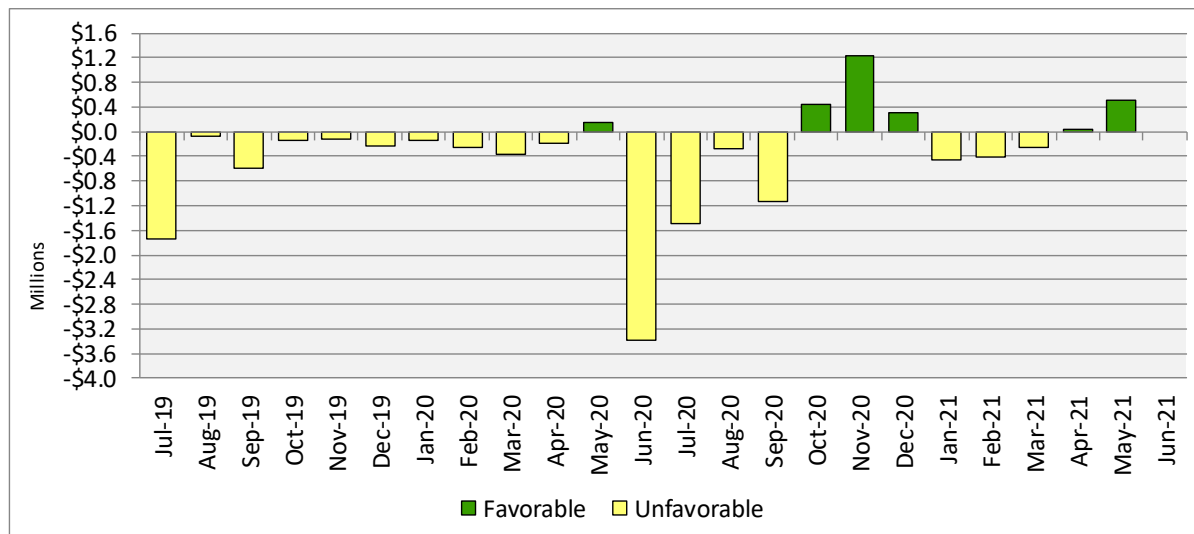


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## Good News: Favorable Variance in Water Sales

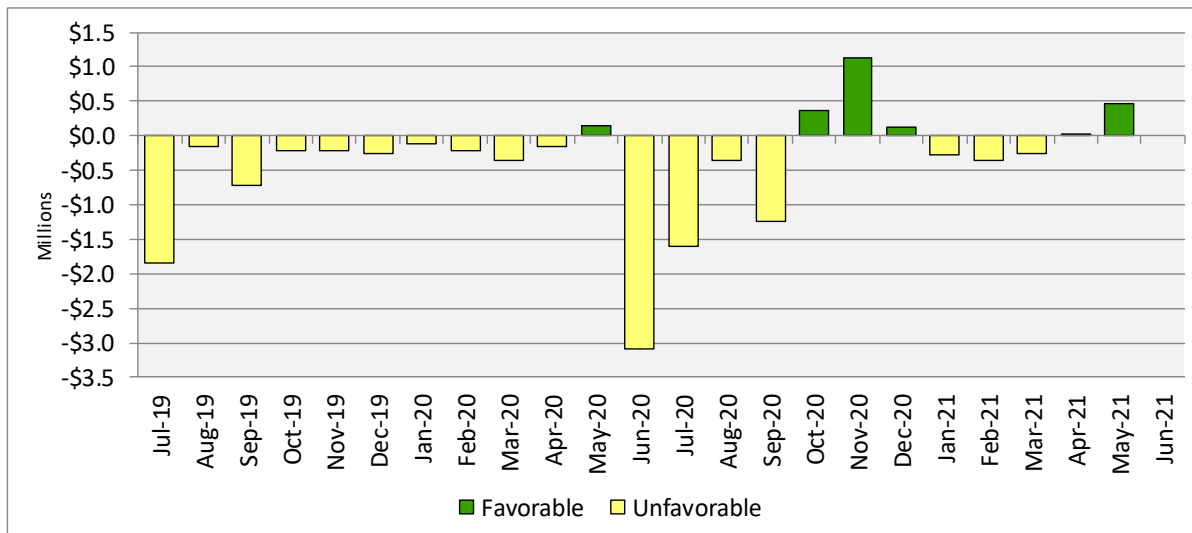


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### Favorable Variance in Volume Water Sales Revenue

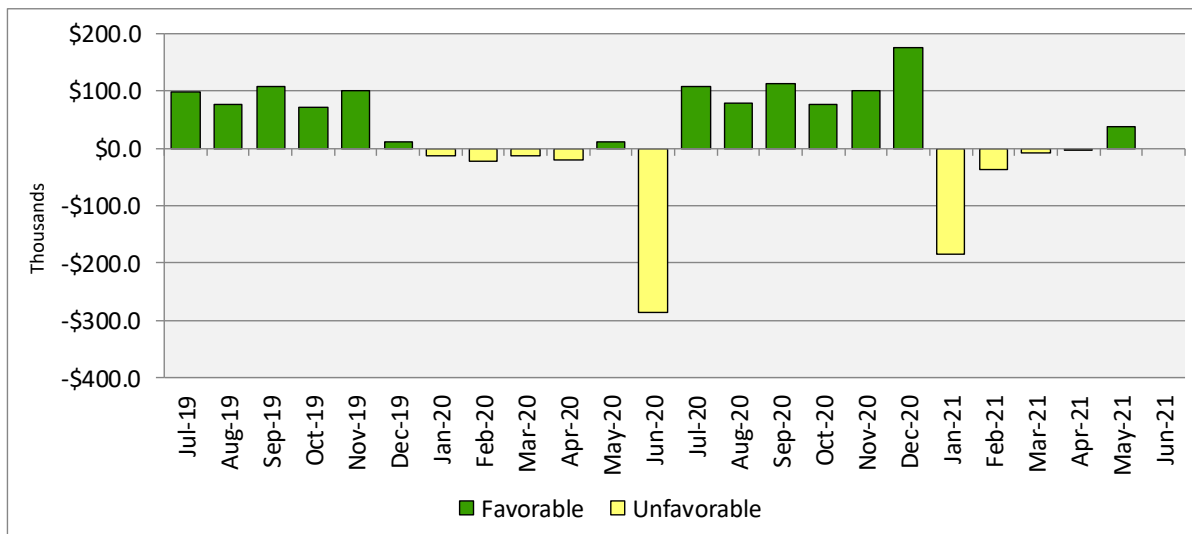


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### Fixed Charge Revenue Strengthens

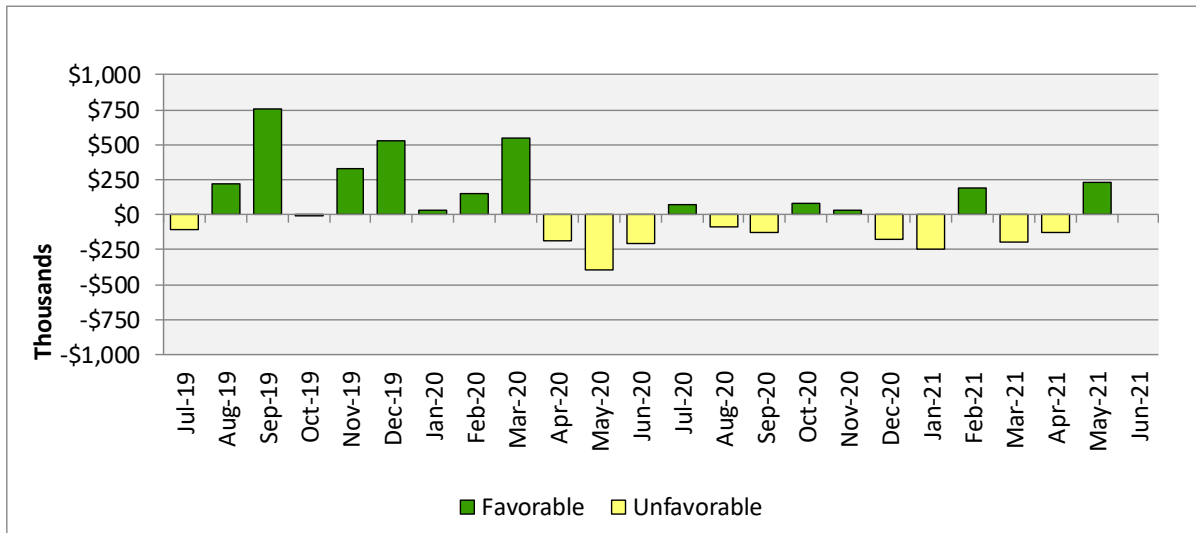


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## Sizable Favorable Variance in System Development Charge



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## Revenue Trends by Customer Class

### Revenue

- Diminishing volatility
- Biennium performance remains uncertain
- Latest forecast suggests unfavorable variance of \$8.0 to \$9.5 million for biennium

### Challenges

- COVID-19's impact on the economy
- Uneven variance in revenue by customer classes
- Bimonthly billing cycles
- Unbalanced billing cycles by month

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## Metric to Assess Trends

### Approach

- Volume-based revenue per dollar of fixed charges
- Reduces the impact of seasonal variability in revenue
- Addresses the challenges of unbalanced billing cycles
- Provides meaningful trend data over time

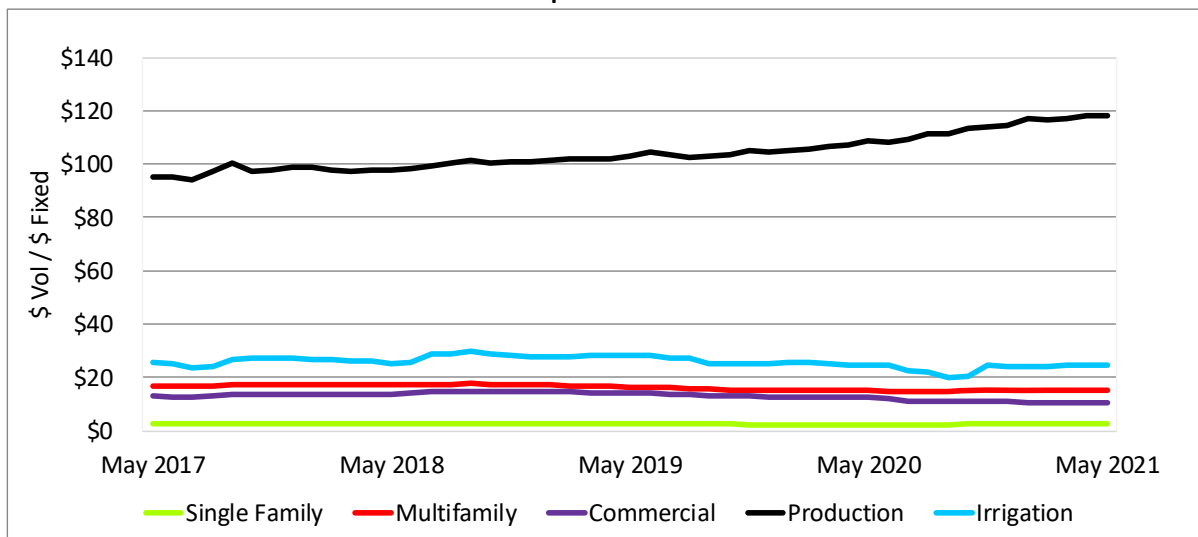
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## Long-Term Trend By Customer Class

Volume Revenue per Dollar of Fixed Revenue

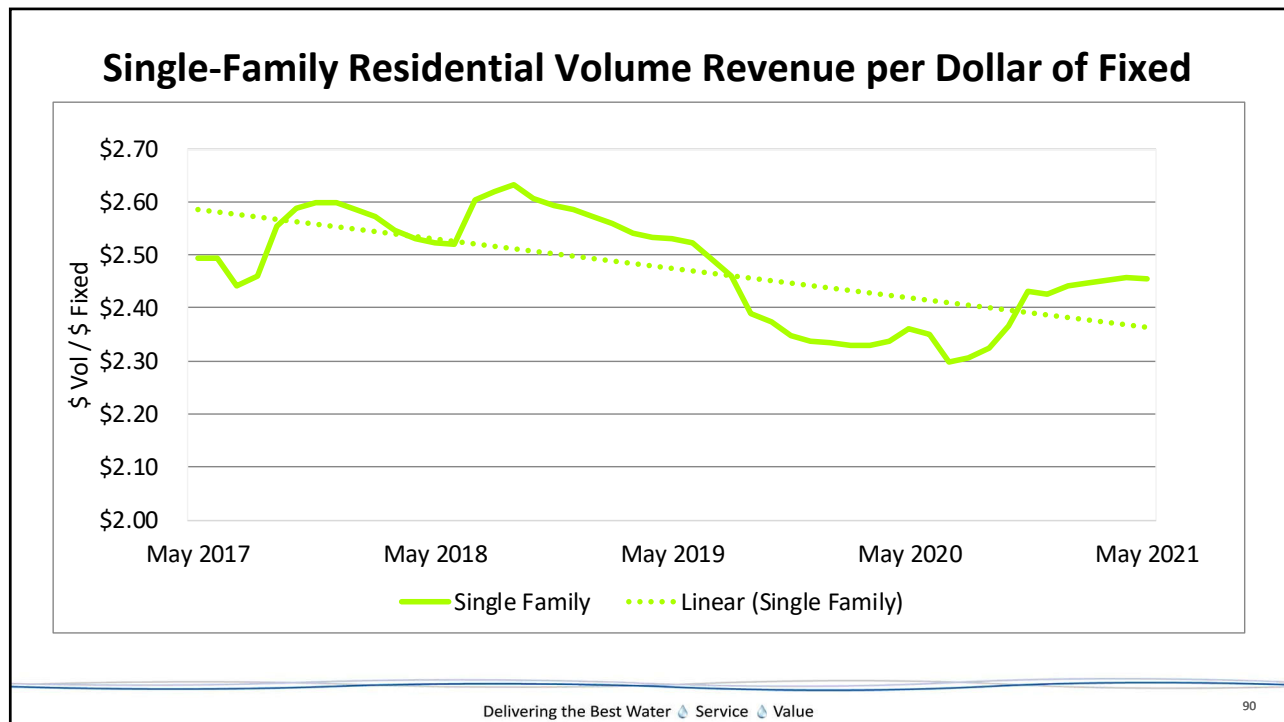


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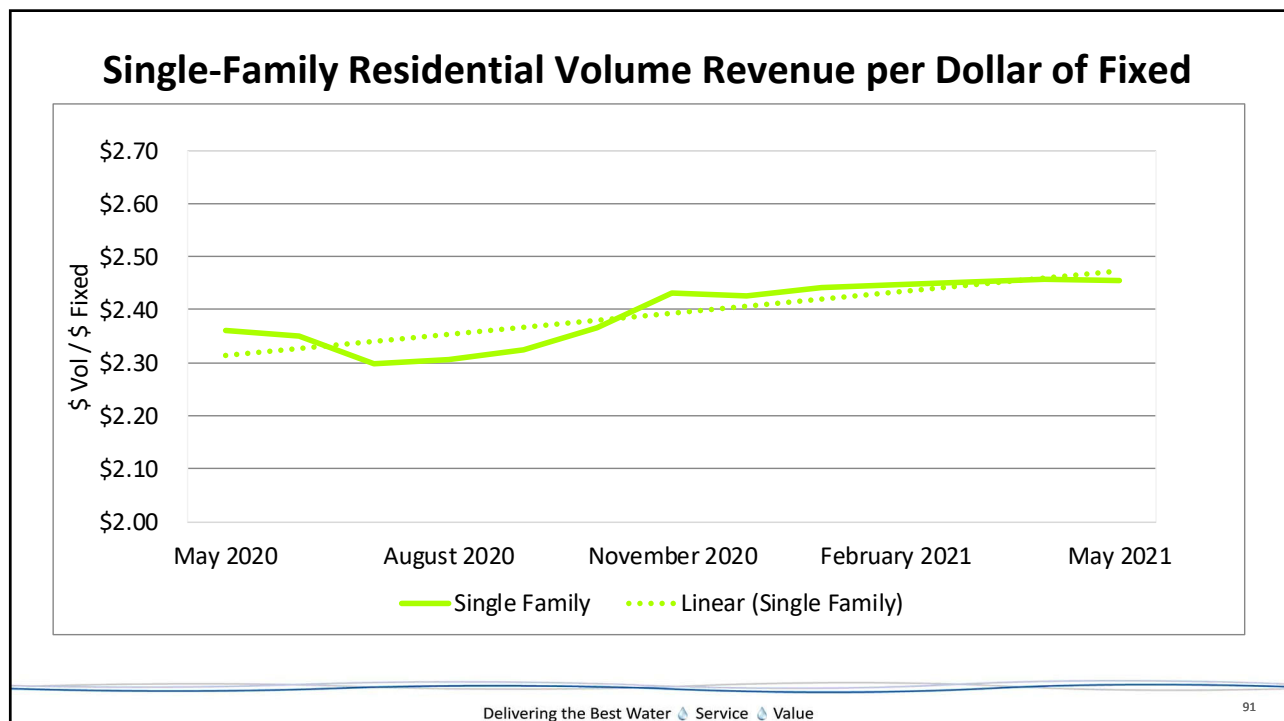
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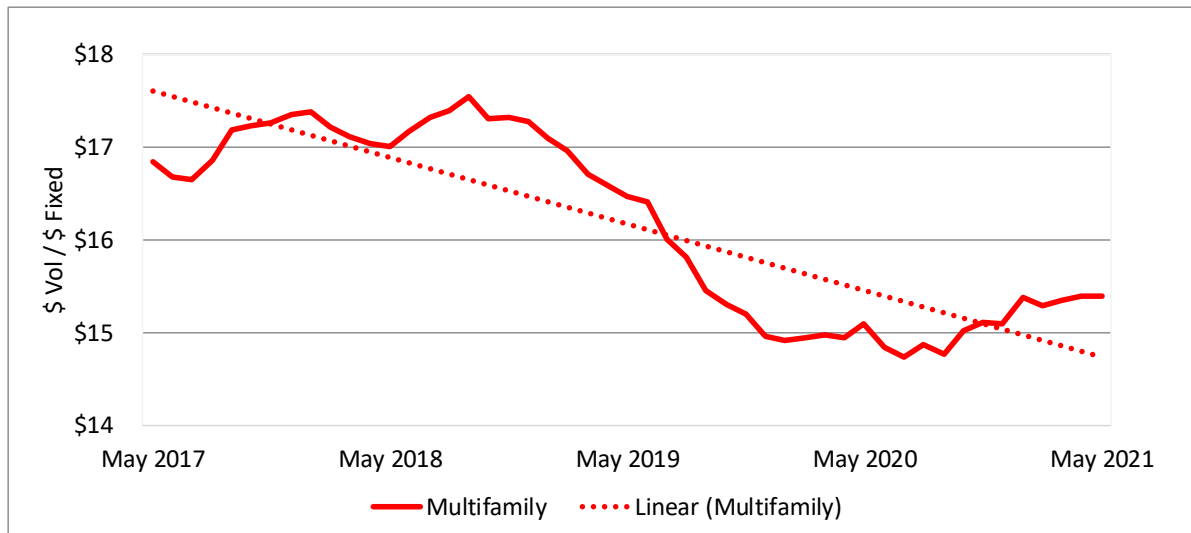


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### Multifamily Residential Volume Revenue per Dollar of Fixed Charges

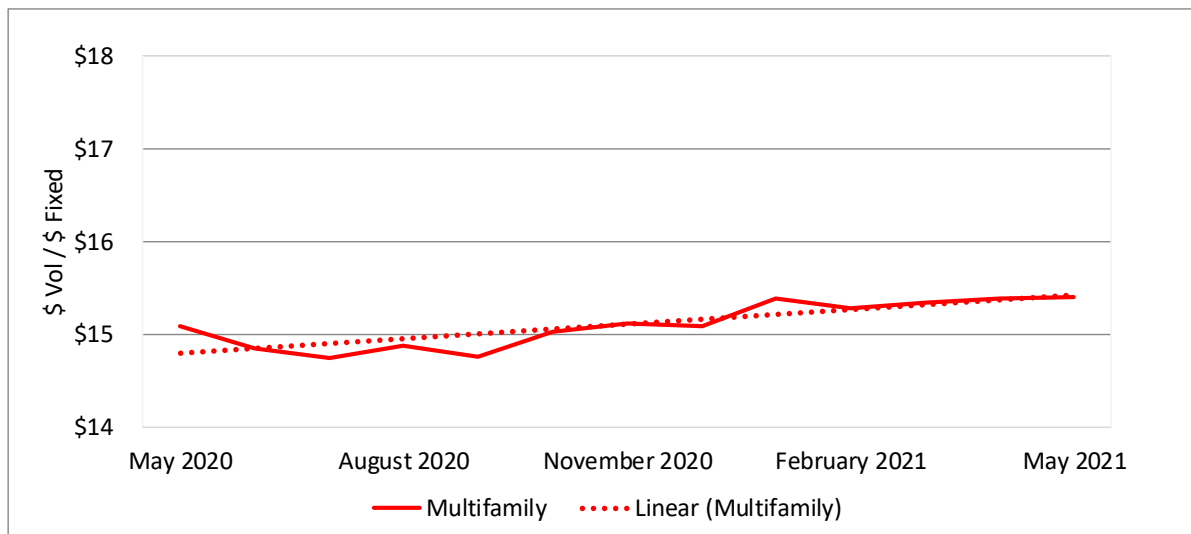


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### Multifamily Residential Volume Revenue per Dollar of Fixed Charges

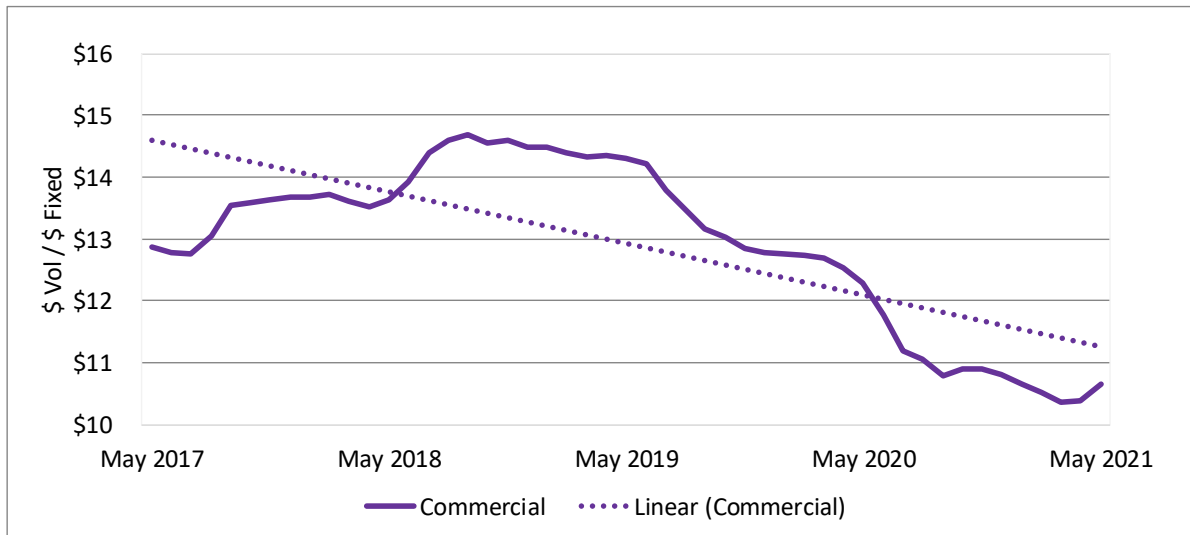


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### Commercial Volume Revenue per Dollar of Fixed Charges

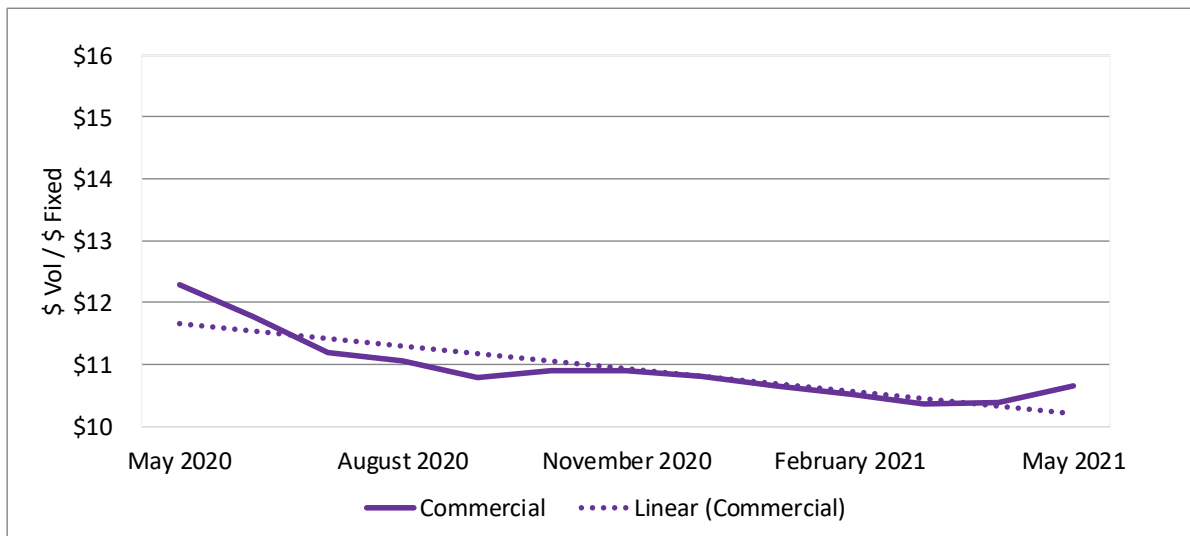


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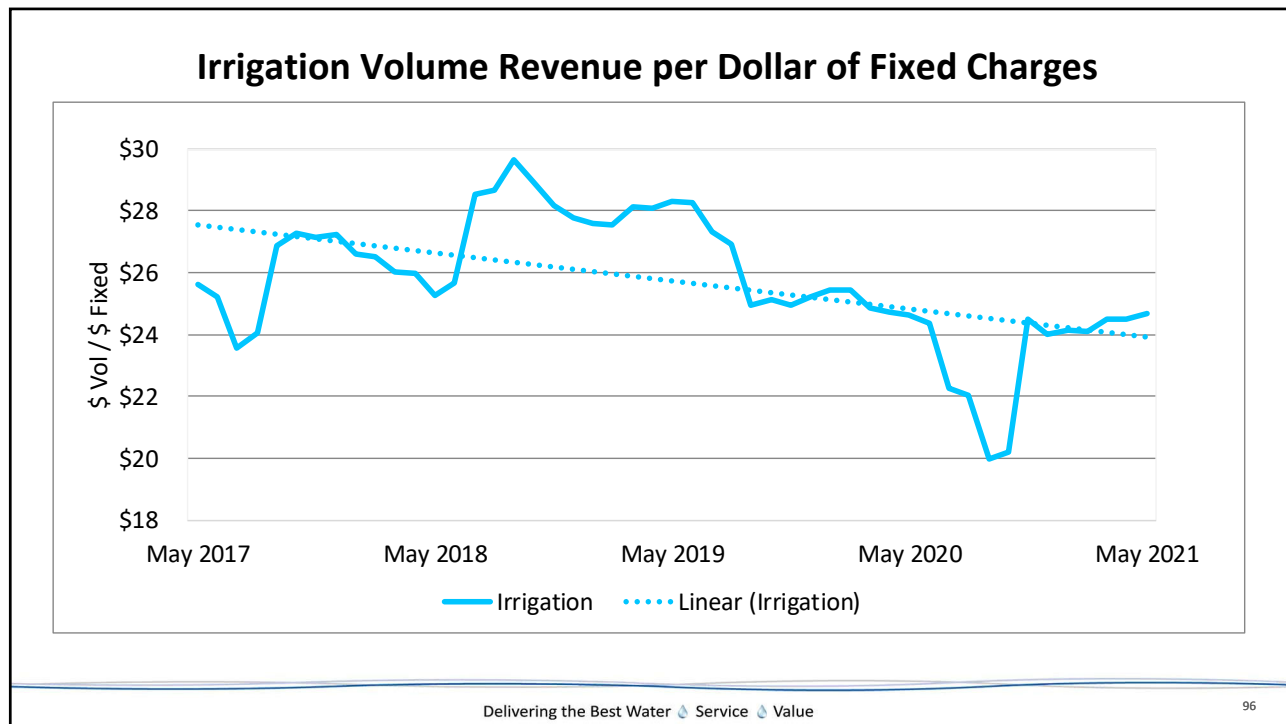
### Commercial Volume Revenue per Dollar of Fixed Charges



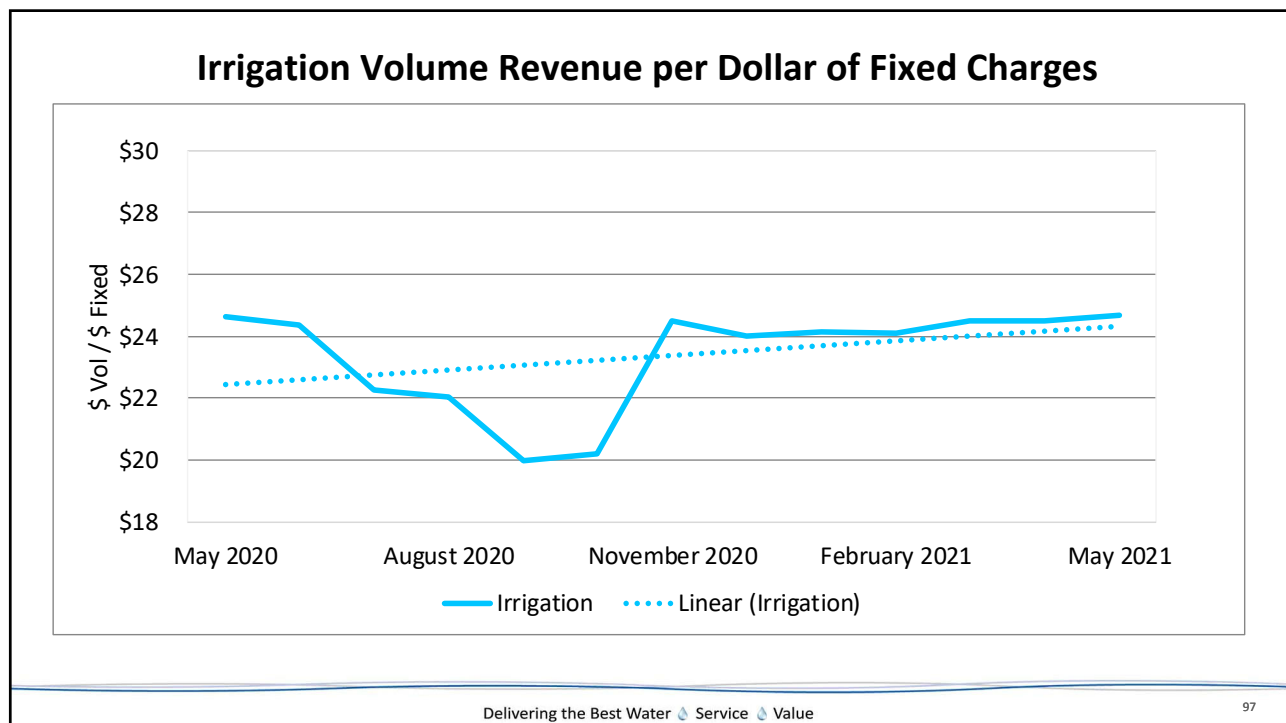
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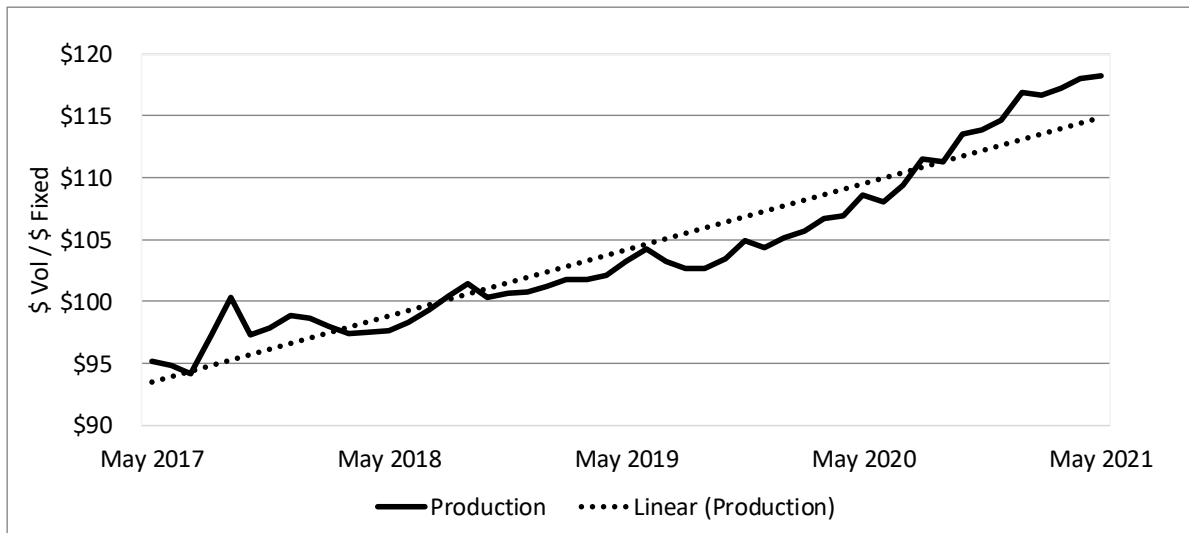


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### Production Volume Revenue per Dollar of Fixed Charges

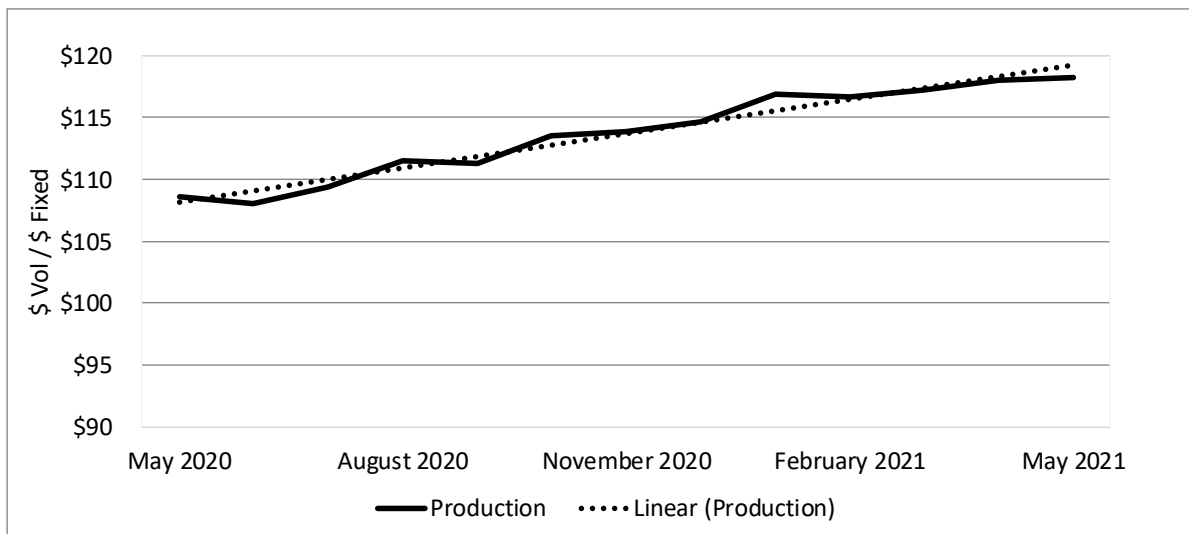


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### Production Volume Revenue per Dollar of Fixed Charges



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## What We've Learned This Month

### Revenue for May

- Outdoor water use may be increasing
- Commercial class remains down, but appears to be recovering
- Single-family residential sales seem to have stabilized at lower levels
- Multifamily residential sees slight improvement
- Production class remains strong

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## Monitoring TVWD's Financial Performance



### Revenue

- Impact on future water sales



### Collections

- Capacity for customers to pay their water bills

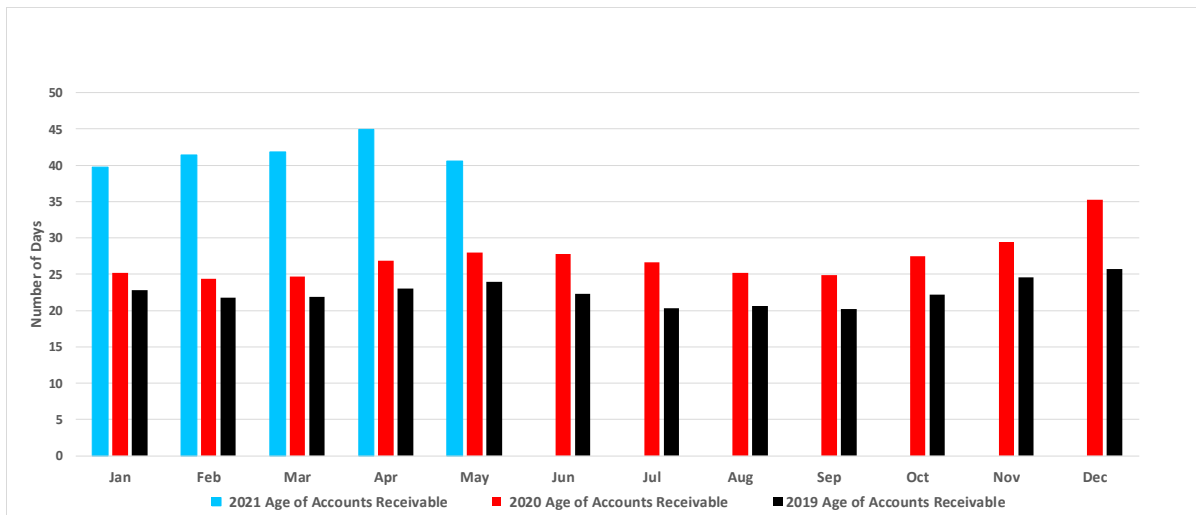


### Expenses

- Effect on budget to respond to COVID-19

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## Average Age of Accounts Receivable See Slight Decrease

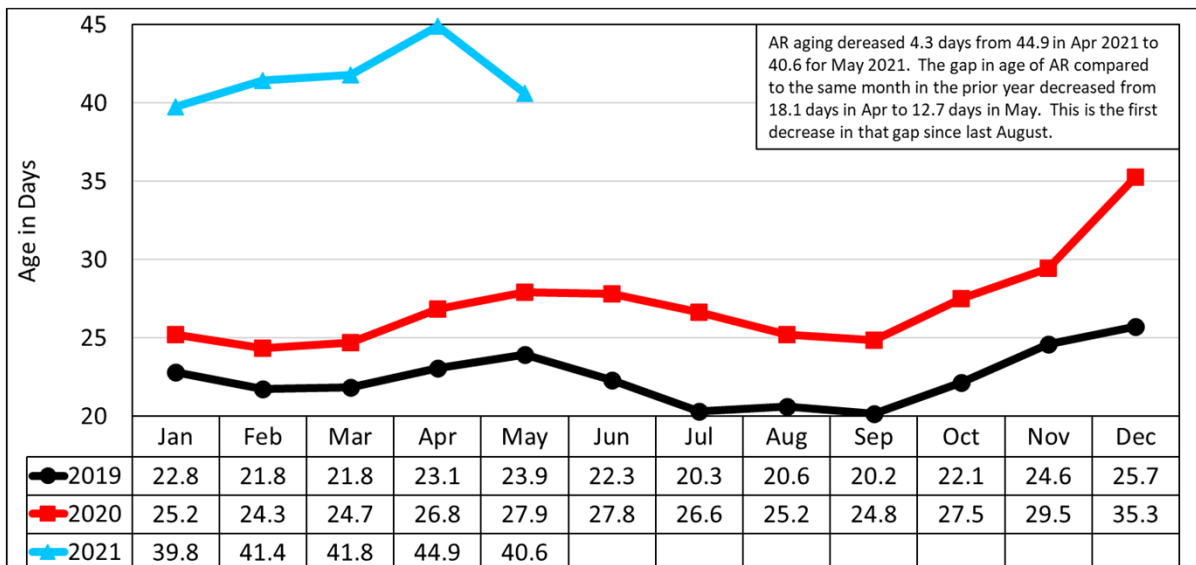


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## Average Age of Accounts Receivable



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## Days Sales Outstanding

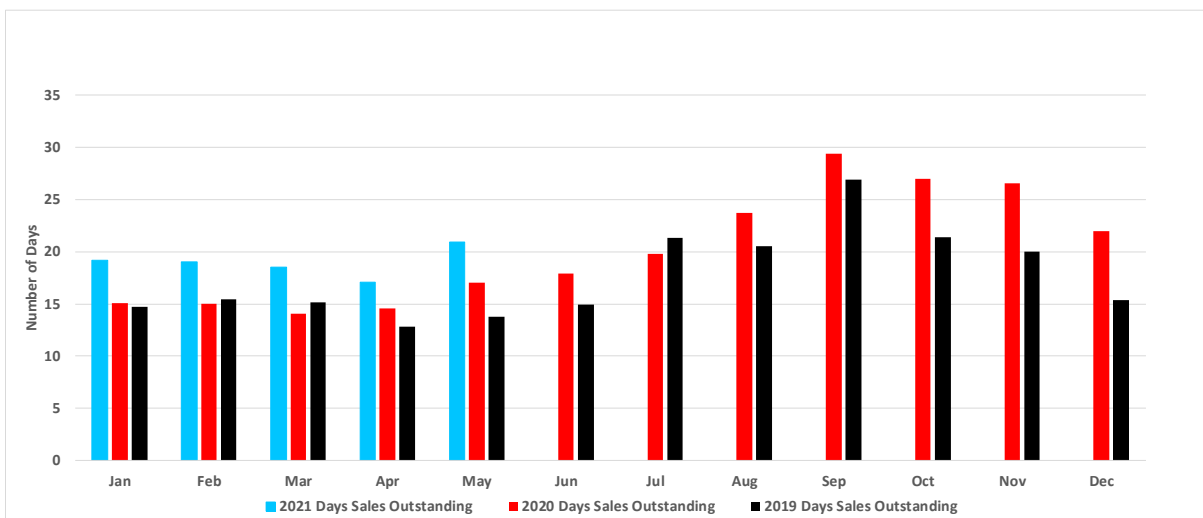
- Measures average number of days to collect on sales

$$\text{Days Sales Outstanding} = \frac{\text{Account Receivable}}{\text{Total Sales}} * 365$$

- Increases in Days Sales Outstanding could indicate collections challenges
- Proposed basis is years of sales to account for seasonality of water sales

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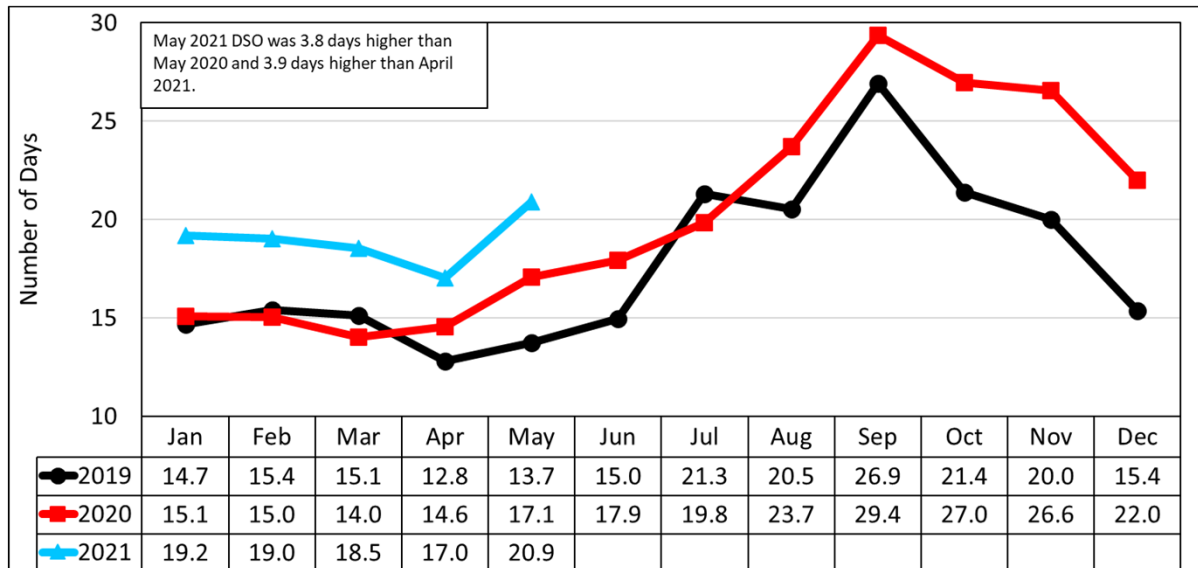
## Days Sales Outstanding



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## Days Sales Outstanding

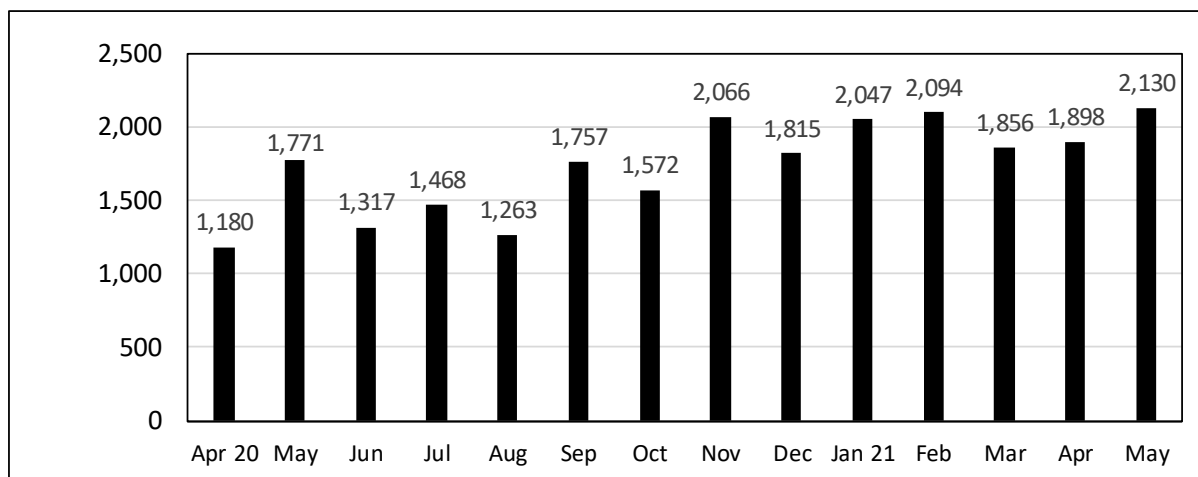


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## Number of Customers in "Shutoff" Status

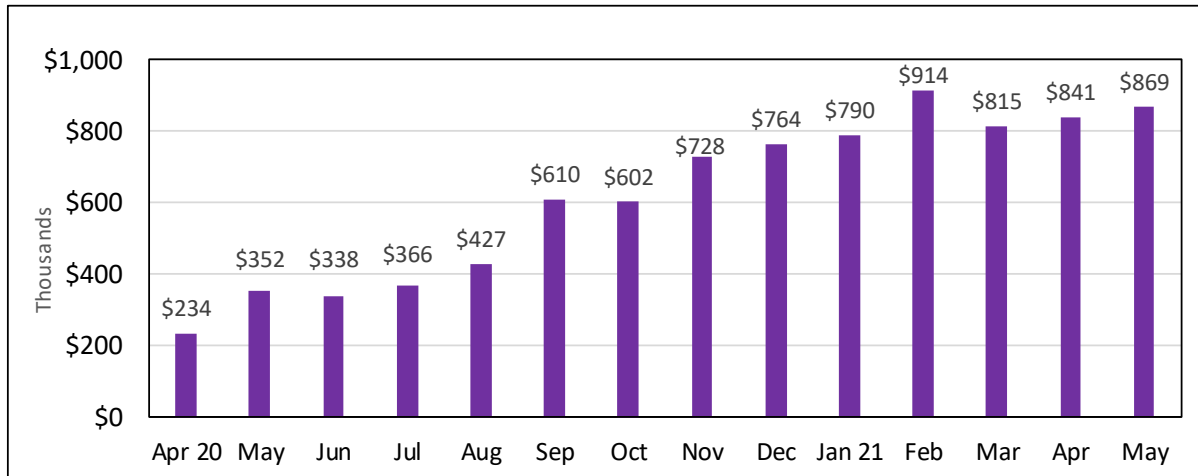


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### Accounts Receivable of Customers in “Shutoff” Status

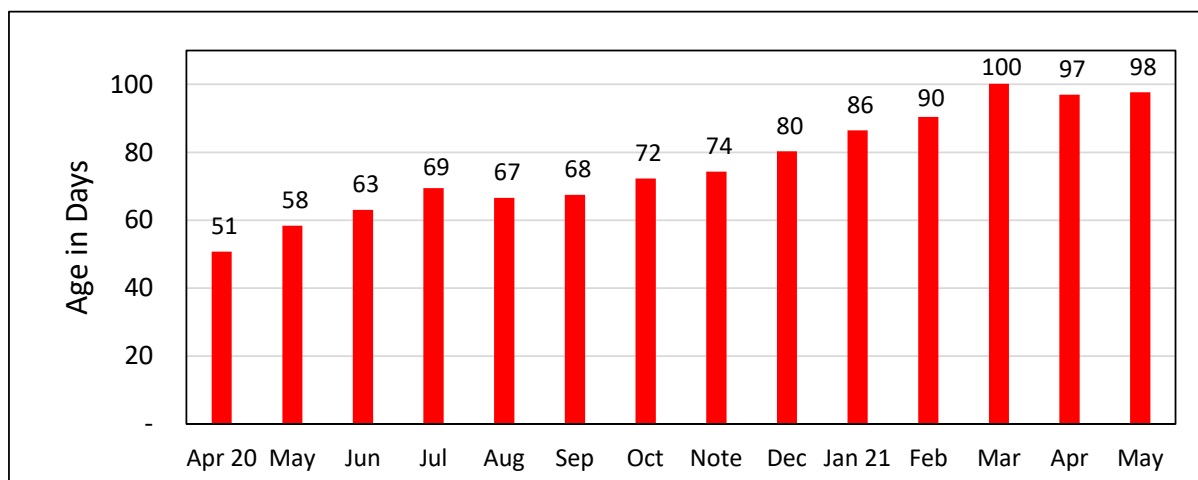


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### Age of Accounts Receivable of Customers in “Shutoff” Status



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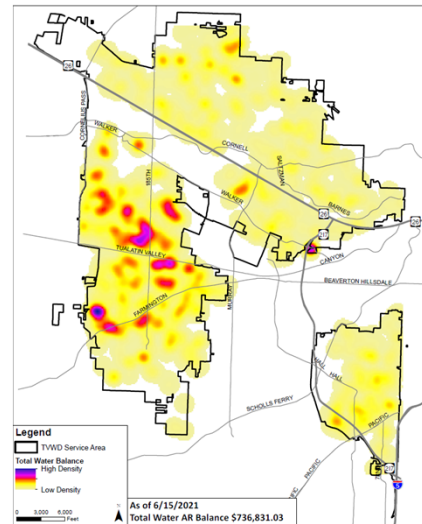
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## Locations of Struggling Customers

### Heat map

- Based on District's GIS
- Shows density of dollar balances of bills by location
- Areas of most concern are bluer in color



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## Monitoring TVWD's Financial Performance



### Revenue

- Impact on future water sales



### Collections

- Capacity for customers to pay their water bills



### Expenses

- Effect on budget to respond to COVID-19

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## Reminder on Bad Debt Expense

### Recent Adjustments

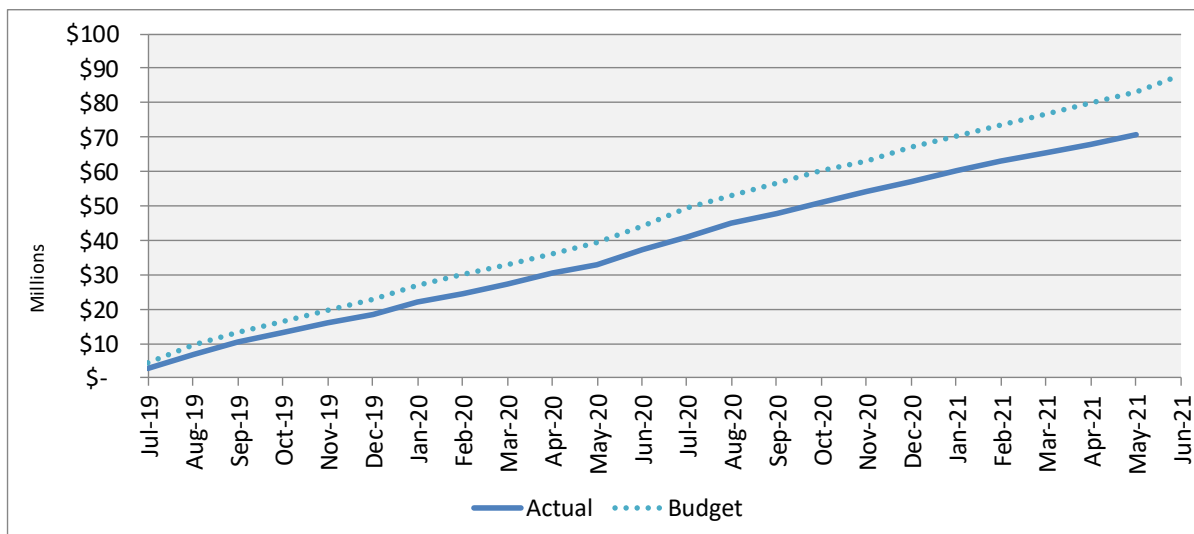
- Allowance for doubtful accounts increased from 0.11% of sales to 0.85% of sales (historical rate has been about 0.20%)
- One-time bad debt expense of about \$250 thousand to bring allowance to about \$500 thousand

### Future Adjustments

- Staff will continue to monitor collections and allowance for doubtful accounts

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## Cumulative Operating Expenditures



Note: These graphs are based on unaudited estimates.

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## Closing Thoughts

### Final Thoughts

- Revenue seems to have stabilized at lower levels
- Likely to close the biennium with \$8.0 to \$9.5 million in unfavorable variance
- Taking actions to manage allowance for doubtful accounts

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## Questions and Comments

### *Update on Financial Performance*

**Paul L. Matthews**  
Chief Financial Officer

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# **Taylor's Ferry Reservoir Replacements and Pump Station Exemption for Alternative Delivery**

*June 16, 2021*

**Andrew Barrett, P.E.**  
Senior Engineer / Project Manager



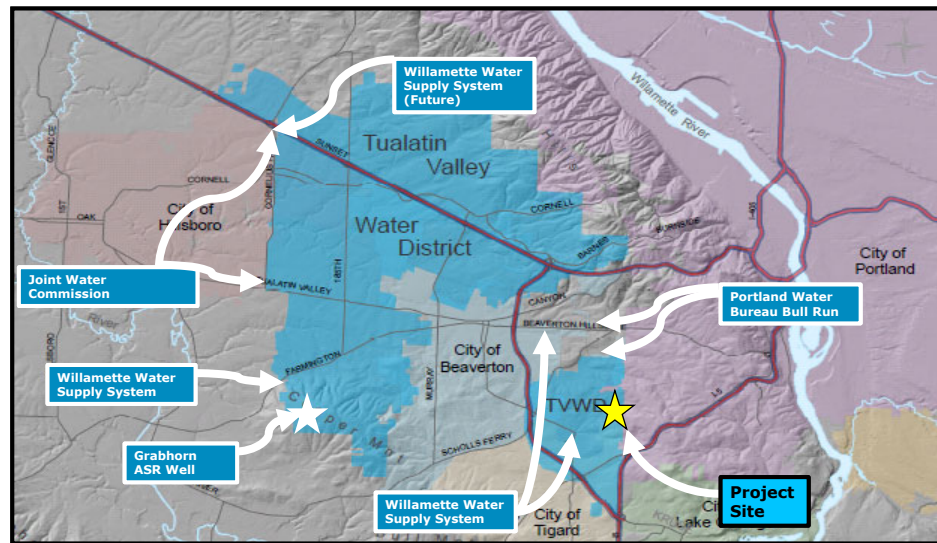
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## **Outline**

- Taylor's Ferry Reservoir Replacements and Pump Station Project Background
- Existing Condition
- Project Site Plan
- Alternative Project Delivery Evaluation
- Alternative Project Delivery Evaluation Results
- Board Action

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## Taylor's Ferry Reservoir Replacements and Pump Station Project Background



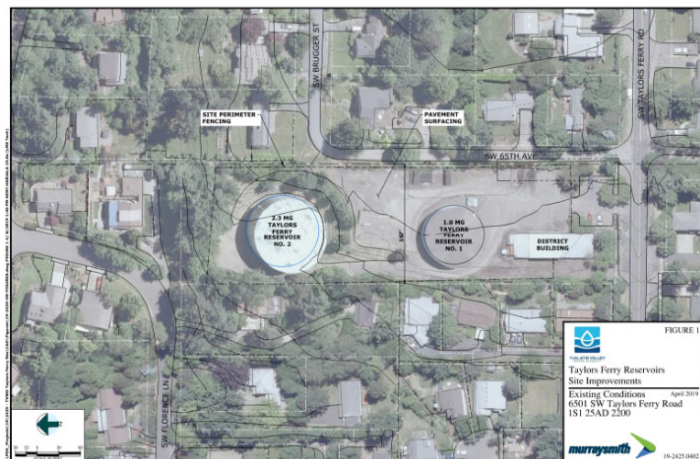
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## Project Background

- Existing reservoirs not seismically resilient
- Lead-jointed cast iron piping not seismically resilient
- Only water storage reservoirs in the 498 pressure zone
- Zone serves 3,130 residents including large commercial areas



Existing Site

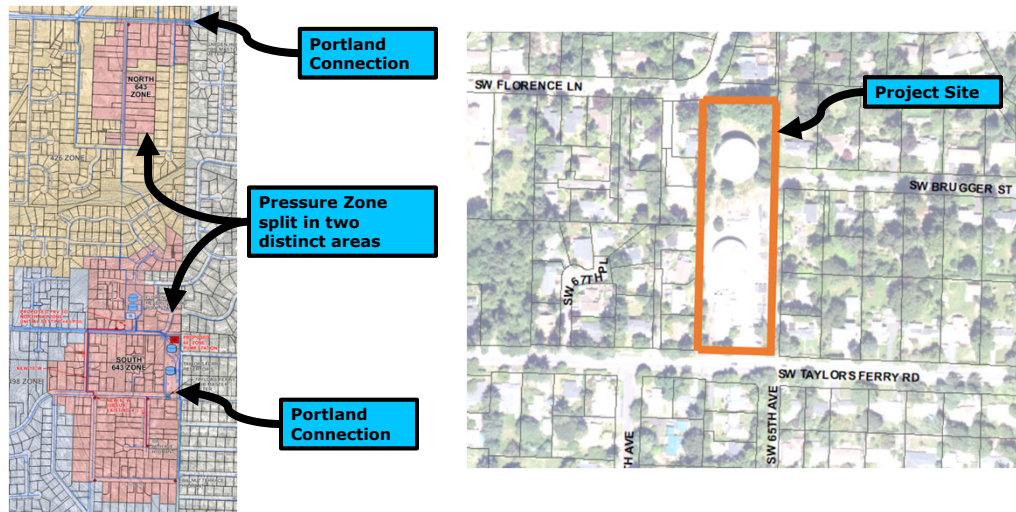
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## Project Background



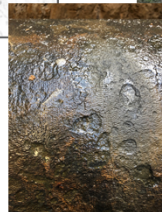
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## Project Background... A quick glance at existing condition and site:

Reservoir Interior Ceiling – Very Poor Condition, Severe Corrosion

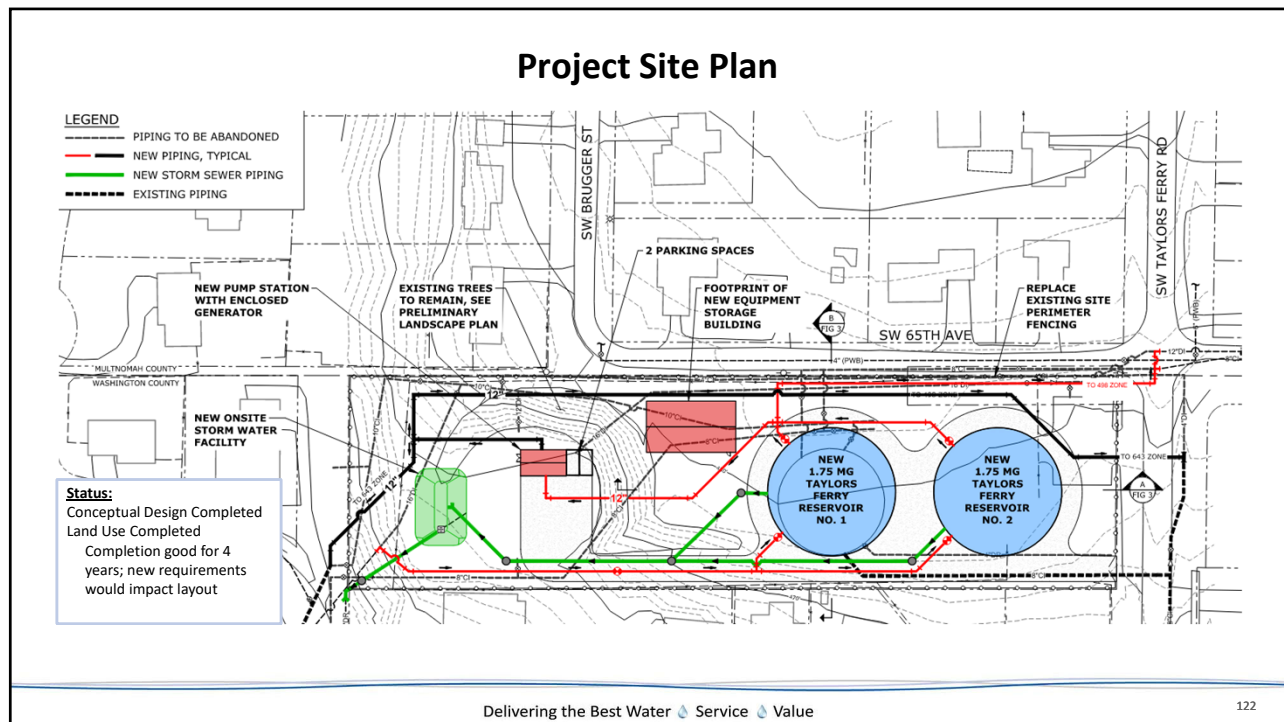


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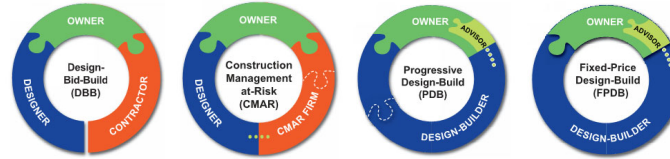
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## Why Use Alternative Delivery?

- Complex projects benefit from Alternative Delivery
  - Contractor buy-in
  - Appropriate risk allocation
  - Cost savings
  - Teamed approach to the project delivery
  - Understanding of project goals and objectives over plain scope execution
  - Ability to meet project timeline

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## Alternative Project Delivery Evaluation

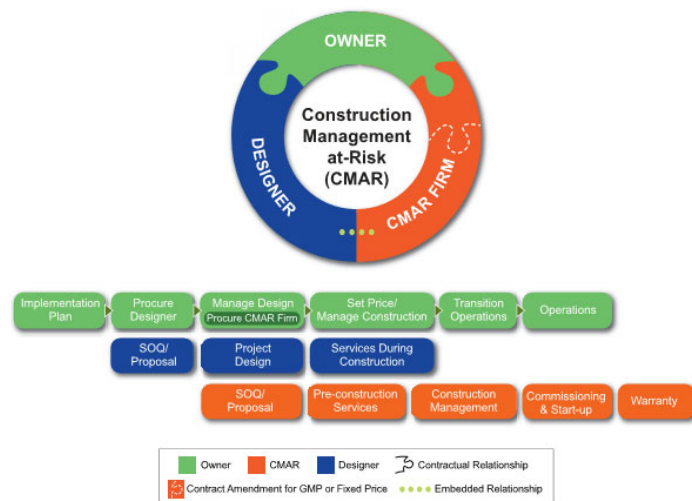


- CM/GC preferred delivery method for this project
  - Complex project (Construction sequence, pumping, contractor buy-in, site to remain open to Operations)
  - Long lead items can be ordered early – such as pumps and backup power systems, scheduling of key subcontractors
  - Possibility of multiple phases of the work
  - Planning for project staging on relatively small site

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## Alternative Project Delivery Evaluation

- CM/GC
  - Hired based on combination of price and qualifications
  - Separate selections for designer and contractor
  - Price negotiations
  - Risk
    - Less unknowns
    - Less risk at GMP



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## Oregon Legal Authority

- ORS 279C.335 – competitive bidding exemptions
  - As required by 335.2, the District developed the findings that
    - The exemption is unlikely to encourage favoritism in awarding public improvement contracts or substantially diminish competition for public improvement contract
    - Awarding a public improvement contract under the exemption will likely result in substantial cost savings and other substantial benefits to the contracting agency
  - The findings addressed required items under 335.2.b
  - A public hearing is being held before the Board's approval on June 16, 2021, as required by 335.5.a
  - Notification of the public hearing was published on May 26, 2021, a minimum of 14 days before the hearing, as required by 335.5.b

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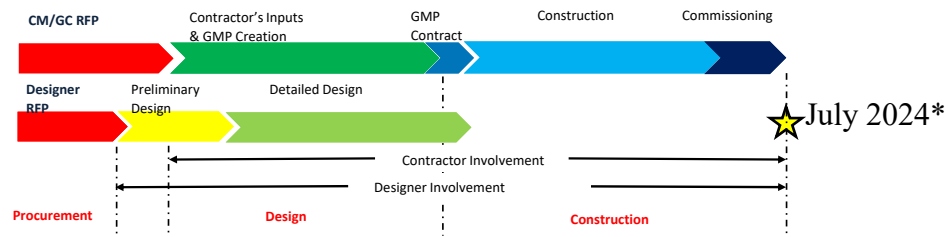
## Firms and Services for CM/GC

- Encouraging competition for the project delivered by CM/GC
  - A solicitation of interest letter was sent to potential respondents
  - Request for Letters of Interest (RLOI) was published in Daily Journal of Commerce on May 12, 2021
  - 10 firms responded and expressed interest in the project
- The District is in the process of retaining a consultant to provide Engineering consulting and to act as the Owner's Representative for CM/GC delivery of the project
- The District to use in-house counsel for legal assistance

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## Requested Local Contract Review Board Action

Acting as the Local Contract Review Board, consider adopting Resolution 07-21 declaring an exemption from competitive bidding for the Taylors Ferry Reservoir Replacements and Pump Station Project and approving a CM/GC delivery method.



Report of Meetings Attended

**Commissioner Bernice Bagnall**

Date	Meeting or Function	Purpose	\$	Claimed
5/25/2021	Budget Committee meeting	Approve budget	0.00	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6/1/2021	Board Work session	Board Appts, WWSS, Water rate schedule	50.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6/8/2021	CEO and Board VP	Agenda Planning	50.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6/16/2021	Board meeting	District Business	50.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			\$150	<input type="checkbox"/> Yes <input type="checkbox"/> No
			OK to pay	<input type="checkbox"/> Yes <input type="checkbox"/> No
			DCarper	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

ORS 198.190, "A member of the governing body of a district may receive, not to exceed \$50.00 for each day or portion thereof as compensation for services performed as a member of the governing body. Such compensation shall not be deemed lucrative. The governing body may provide for reimbursement of a member for actual and reasonable traveling and other expenses necessarily incurred by a member in performing official duties." *Please note that in accordance with ORS 294.331 (3) members of the budget committee shall receive no compensation for their services as members of such committee.*

By Board Resolution 02-14, an amount equal to the unclaimed funds for services will be transferred to the District's Customer Emergency Assistance Program.

## Debbie Carper

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**From:** Todd Sanders  
**Sent:** Wednesday, June 16, 2021 4:10 PM  
**To:** Debbie Carper  
**Subject:** Re: Commissioner Bagnall meetings attended form

I approve the May 2021 Meetings Attended Form for Commissioner Bagnall.

Todd Sanders

---

**From:** Debbie Carper <Debbie.Carper@tvwd.org>  
**Sent:** Wednesday, June 16, 2021 12:55 PM  
**To:** Todd Sanders <Todd.Sanders@tvwd.org>  
**Subject:** Commissioner Bagnall meetings attended form

Hi Commissioner Sanders,

Could I please get your emailed approved for the attached form for Commissioner Bagnall?

**Debbie Carper, MMC**

District Recorder

1850 SW 170th Avenue, Beaverton, OR 97003

*direct* 503-848-3014

[debbie.carper@tvwd.org](mailto:debbie.carper@tvwd.org)

[www.tvwd.org](http://www.tvwd.org)

**Tualatin Valley Water District**

Delivering the Best Water • Service • Value

Report of Meetings Attended

**Commissioner Jim Doane**

Date	Meeting or Function	Purpose	\$	Claimed
25 May	Budget Committee meeting		0	
16 June	Regular Meeting		50	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10 June	Aloha Business Association		50	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3 June	Backflow Issues Mtg		50	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1 June	Work Session		50	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
			\$200	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
			OK to pay CEAP	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
			DCarper	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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By Board Resolution 02-14, an amount equal to the unclaimed funds for services will be transferred to the District's Customer Emergency Assistance Program.



# Tualatin Valley Water District



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## Report of Meetings Attended

### Commissioner Jim Duggan

Date	Meeting or Function	Purpose	\$	Claimed
05/25/2021	TVWD Budget Meeting	Review & Recommend	0	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
06/01/2021	TVWD Work Session	WWSS & Other Updates	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
06/02/2021	RWPC Board Meeting	Officers; 1/3Yr. Reg. Mtg.	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
06/03/2021	WWSS Board Meeting & Exec. Session	Regular Monthly Mtg.	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
06/08/2021	Washington County CPO#1 Mtg.	CWS; Nature Park Project	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
06/10/2021	WWSS Documents/Debbie C.	Sign document backlog	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
06/16/2021	TVWD Board Meeting	Regular Monthly Mtg.	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			\$300	<input type="checkbox"/> Yes <input type="checkbox"/> No
			OK to pay	<input type="checkbox"/> Yes <input type="checkbox"/> No
			DCarper	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

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By Board Resolution 02-14, an amount equal to the unclaimed funds for services will be transferred to the District's Customer Emergency Assistance Program.

Report of Meetings Attended

**Commissioner Todd Sanders**

Date	Meeting or Function	Purpose	\$	Claimed
5/25/2021	Budget Committee meeting	Approve budget	0.00	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6/1/2021	Board Work session	Board Appts, WWSS, Water rate schedule	50.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6/8/2020	WRWC	Spring meeting	50.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6/16/2021	Board meeting	District Business	50.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			\$150	<input type="checkbox"/> Yes <input type="checkbox"/> No
			OK to pay DCarper	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

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Report of Meetings Attended

**Commissioner Dick Schmidt**

Date	Meeting or Function	Purpose	\$	Claimed
06012021	Work session	Various. Flag guidance. Ductal IP issues	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
06082021	Tom, Bernice.	Agenda planning	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
06162021	Regular board		50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			\$150 OK to pay DCarper	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

ORS 198.190, "A member of the governing body of a district may receive, not to exceed \$50.00 for each day or portion thereof as compensation for services performed as a member of the governing body. Such compensation shall not be deemed lucrative. The governing body may provide for reimbursement of a member for actual and reasonable traveling and other expenses necessarily incurred by a member in performing official duties." *Please note that in accordance with ORS 294.331 (3) members of the budget committee shall receive no compensation for their services as members of such committee.*

By Board Resolution 02-14, an amount equal to the unclaimed funds for services will be transferred to the District's Customer Emergency Assistance Program.

## Debbie Carper

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**From:** Bernice Bagnall  
**Sent:** Wednesday, June 16, 2021 7:50 PM  
**To:** Debbie Carper  
**Subject:** Re: Meetings attended forms approval

I approve these meetings attended for the 4 commissioners.

Bernice Bagnall

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**From:** Debbie Carper <Debbie.Carper@tvwd.org>  
**Sent:** Wednesday, June 16, 2021 7:46 PM  
**To:** Bernice Bagnall <bernice.bagnall@tvwd.org>  
**Subject:** Meetings attended forms approval

Hi Commissioner Bagnall,

Could you please send me your email approval of the attached meetings attended forms?

Thank you!

**Debbie Carper, MMC**

District Recorder

1850 SW 170th Avenue, Beaverton, OR 97003

*direct* 503-848-3014

[debbie.carper@tvwd.org](mailto:debbie.carper@tvwd.org)

[www.tvwd.org](http://www.tvwd.org)

**Tualatin Valley Water District**

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