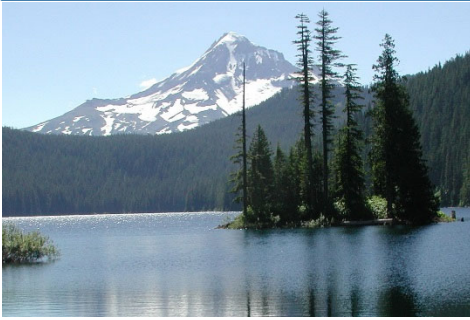


Tualatin Valley Water District



Delivering the Best Water • Service • Value



BOARD WORK SESSION AGENDA*

March 2, 2021

President Bernice Bagnall

Treasurer Jim Duggan

Vice President Dick Schmidt

Secretary Todd Sanders

Acting Secretary Jim Doane

*To slow the spread of COVID-19, this meeting is only available via phone or the web. It will not be held at a physical location. If you wish to attend, please email debbie.carper@tvwd.org or call 503-848-3014 by 4:30 p.m. on March 2, 2021.

The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the contact listed above.

For online meeting information, Commissioner bios and more, visit www.tvwd.org.

VISION

Delivering the best water • service • value

MISSION STATEMENT

To provide our community quality water and customer service

VALUES

Reliability • Integrity • Stewardship • Excellence • Safety

WORK SESSION – 6:00 PM – ONLINE MEETING*

CALL TO ORDER

ANNOUNCEMENTS

1. DISCUSSION ITEMS

- A. Willamette Water Supply System Commission Update. *Staff Report – Dave Kraska*
- B. Potential Impacts to TVWD from the Final Revisions to the Lead and Copper Rule (LCR). *Staff Report – Joel Cary*
- C. District Cyber Security Update. *Staff Report – Tim Boylan*

ADJOURNMENT

Tualatin Valley Water District



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To: Board of Commissioners

From: David Kraska, PE, Willamette Water Supply System Commission General Manager

Date: March 2, 2021

Subject: Willamette Water Supply System Commission Update

Key Concepts:

The purpose of this presentation is to provide the TVWD Board with an update on the current activities of the Willamette Water Supply System (WWSS) Commission. Since the TVWD Board has one representative on the WWSS Commission Board, these reports provide a means of keeping the other TVWD Board members current on relevant information. The topics of this month's update are:

- A. Review the March 2021 WWSS Commission Board Meeting agenda
- B. Review the Approvals and Procurements Forecast
- C. Update on Willamette Water Supply Program (WWSP) activities

Background:

The next WWSS Commission Board meeting is scheduled for March 4, 2021. The draft agenda for that meeting is attached to this staff report. There are five Business Agenda items currently planned for the March meeting:

- A. Adopt MPE_1.2 Resolution of Need
- B. Adopt MPE_1.1/COB_1.1 City of Beaverton Construction IGA
- C. Adopt MPE_1.2/COB_1.2 City of Beaverton Construction IGA Amendment 1
- D. Approve Amendment to Permitting Services Contract for Next One-Year Period
- E. Approve (as Local Contract Review Board, or LCRB) Special Procurement for DCS_1.0 Panel Fabrication Services

There is one informational item on the draft March agenda: a preview of the planned business agenda items for the April WWSS Commission Board meeting.

The Approvals and Procurements Forecast (Forecast) is a WWSP tool that summarizes recent decisions made and provides a look ahead to what decisions and approvals are coming up in the next two months. The Forecast is divided along the various types of approvals and procurements that occur on the WWSP and the different approval levels: Program Director, WWSS Committees and WWSS Board. This document is a companion to the Management Authority Matrix that was approved by the WWSS Commission Board at its September 5, 2019 meeting. At the March TVWD Board work session, we will present a review of the current Forecast that covers the months of February through April 2021.

Activity on the WWSP will continue to increase over the next several years as more of our projects enter the construction phase. To enable this, we are working to complete our planning, design, permitting and real estate activities – most of which will be complete by the end of this calendar year. Additionally, we currently have six projects in construction. At the March TVWD Board work session, we will provide an update on our project delivery progress and on our active construction projects.

Budget Impact:

Informational item only. No budget impacts.






Staff Contact Information:

David Kraska, PE; WWSS Commission General Manager; 503-941-4561; david.kraska@tvwd.org

Attachments:

WWSS Commission March Board Meeting Agenda
WWSP Approvals and Procurements Forecast

Management Staff Initials:

Chief Executive Officer		Customer Service Manager	N/A
Chief Engineer		IT Services Director	N/A
Chief Financial Officer		Human Resources Director	N/A
General Counsel		Water Supply Program Director	

**Willamette Water Supply System Commission
Board Meeting Agenda
Thursday, March 4, 2021 | 12:00 – 2:00 PM**

Microsoft Teams Dial-in Conference

To slow the spread of COVID-19, this meeting is dial-in only. It will not be held at a physical location.

-
- If you wish to attend via conference call and need dial-in information, please contact Faye.Branton@twwd.org or call 971-329-5523.
 - If you wish to address the Willamette Water Supply System Board, please request the Public Comment Form and return it 48 hours prior to the day of the meeting.
 - **All testimony is electronically recorded.**
-

REGULAR SESSION – 12:00 PM

CALL TO ORDER

1. GENERAL MANAGER'S REPORT – Dave Kraska

(Brief presentation on current activities relative to the WWSS Commission)

2. PUBLIC COMMENT

(This time is set aside for persons wishing to address the Board on items on the Consent Agenda, as well as matters not on the agenda. Additional public comment will be invited on agenda items as they are presented. Each person is limited to five minutes unless an extension is granted by the Board. Should three or more people testify on the same topic, each person will be limited to three minutes.)

3. CONSENT AGENDA

(The entire Consent Agenda is normally considered in a single motion. Any Commissioner may request that an item be removed for separate consideration.)

- A. Approve the February 4, 2021 meeting minutes

4. BUSINESS AGENDA

- A. Adopt MPE_1.2 Resolution of Need – *Joelle Bennett*
- B. Adopt MPE_1.1/COB_1.1 City of Beaverton Construction IGA – *Mike Britch*
- C. Adopt MPE_1.2/COB_1.2 City of Beaverton Construction IGA Amendment 1 – *Mike Britch*
- D. Approve Amendment to Permitting Services Contract for Next One-Year Period – *Christina Walter*
- E. Approve (as Local Contract Review Board, or LCRB) Special Procurement for DCS_1.0 Panel Fabrication Services – *Mike Britch*

5. INFORMATION ITEMS

- A. Planned April Business Agenda Items – *Joelle Bennett*
- B. The next Board meeting is scheduled on April 1, 2021, via Microsoft Teams conference

6. COMMUNICATIONS AND NON-AGENDA ITEMS

- A. None scheduled.

ADJOURNMENT

Approvals and Procurement Forecast: February 2021 through April 2021

This report provides a three-month projection of (1) forthcoming actions under the WWSS Management Authority Matrix and (2) ongoing and forthcoming procurements.

a = Actual date
 e = Email approval
 FC = Finance Committee
 LCRB = Local Contract Review Board
 MC = Management Committee
 N/A = Not applicable
 OC = Operations Committee

Rec. = Recommendation
 t = Tentative date
 TBD = To be determined; sufficient information not available to project a date
 Note: Dates in red text indicate meetings needed outside the normal meeting schedule

Type	Description	Projected Action	Body/Position (projected action date)		
			Program Director	WWSS Committees	WWSS Board
Program Baseline or Related Plans (above Program Director's Authority)	1. WWSP Annual Baseline Schedule and Budget	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t
		Execute	N/A	N/A	N/A
	2. WWSS Fiscal Year 2021-2022 Work Plan and Budget	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t
		Execute	N/A	N/A	N/A
Real Estate	3. MPE_1.2 Resolution of Need (third supplemental approval)	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t
	4. PLM_1.3 Resolution of Need	Approve	N/A	MC: 4/22/2021 t	5/6/2021 t
IGAs, MOUs, Permit Commitments, & Similar Agreements	5. PLM_4.2 WCLUT Design IGA Amendment 2	Approve	N/A	MC: 10/22/2020 a	11/5/2020 a
		Execute	2/28/2021 t	N/A	N/A
	6. MPE_1.1/COB_1.1 City of Beaverton Construction IGA	Approve	N/A	MC: 2/18/2021 t	3/4/2021 t
		Execute	3/31/2021 t	N/A	N/A
	7. WWSS WCLUT Master IGA Amendment 1	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t
		Execute	4/2/2021 t	N/A	N/A
	8. DCS_1.0 Sherwood Broadband Services IGA	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t
		Execute	4/2/2021 t	N/A	N/A
	9. PLW_2.0 Settlement Agreement with Metro and Hillsboro for OWNP	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t
		Execute	4/2/2021 t	N/A	N/A
	10. MPE_1.2/COB_1.2 City of Beaverton Construction IGA Amendment 1	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t
		Execute	4/2/2021 t	N/A	N/A
	11. RES_1.0 WCLUT Grabhorn Road Realignment IGA	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t
		Execute	4/2/2021 t	N/A	N/A
12. PLM_4.1 WCLUT Construction IGA	Approve	N/A	MC: 3/18/2021 t	4/1/2021 t	
	Execute	4/2/2021 t	N/A	N/A	
13. PLM_4.2 WCLUT Construction IGA	Approve	N/A	MC: 4/22/2021 t	5/6/2021 t	
	Execute	5/7/2021 t	N/A	N/A	
14. PLM_4.4 WCLUT Construction IGA	Approve	N/A	MC: 4/22/2021 t	5/6/2021 t	
	Execute	5/7/2021 t	N/A	N/A	

Type	Description	Projected Action	Body/Position (projected action date)			
			Program Director	WWSS Committees	WWSS Board	
Contracts (above Program Director's Authority)	15. None	N/A	N/A	N/A	N/A	
Contract Amendments and Change Orders (above Program Director's Authority)	16. Real Estate Services <ul style="list-style-type: none"> Goal: Amend contract to update level of effort based on updated property counts and revised staffing approach Value: \$707K Consultant: HDR 	Approve	N/A	MC: 1/21/2021 a	2/4/2021 a	
		Execute	2/15/2021 t	N/A	N/A	
	17. WTP_1.0 Design Contract Amendment <ul style="list-style-type: none"> Goal: Amend contract to reflect Sherwood land use requirements in 100% design Value: \$705K Engineer: CDM Smith 	Approve	N/A	MC: 1/21/2021 a	2/4/2021 a	
		Execute	2/5/2021 a	N/A	N/A	
	18. Water Supply Integration Contract Amendment <ul style="list-style-type: none"> Goal: Amend contract to add Integration Plan Value: \$840k Engineer: Confluence Engineering Group 	Approve	N/A	MC: 2/18/2021 t	3/4/2021 t	
		Execute	3/5/2021 t	N/A	N/A	
	19. Permitting Services Contract Amendment for Next One-year Period <ul style="list-style-type: none"> Goal: Extend DEA's contract through February 2022 and add budget to cover continued services during this period Value: \$2 million 	Approve	N/A	MC: 2/18/2021 t	3/4/3021 t	
		Execute	3/11/21021 t	N/A	N/A	
	Local Contract Review Board (LCRB) Actions	20. DCS_1.0 Panel Fabrication Services <ul style="list-style-type: none"> Goal: Use of a special procurement to secure control panel fabrication services; amend DCS_1.0 contract with S&B, Inc. if approved and after protest period 	Approve	N/A	MC: 2/18/2021 t	3/4/2021 t

Tualatin Valley Water District



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Tualatin Valley Water District



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To: Board of Commissioners

From: Joel Cary, Water Resources Division Manager
Carrie Pak, PE, Chief Engineer

Date: March 2, 2021

Subject: Potential Impacts to TVWD from the Final Revisions to the Lead and Copper Rule (LCR)

Key Concepts:

- In January 2021, the Final Revisions to the LCR were published in the Federal Register.
- Rule publication effectively starts the clock on key provisions of the rule and overall compliance.
- Both near-term and longer-term aspects of the new rule are likely to have a significant impact on TVWD operations and resource needs.
- While the new Administration has issued an executive order allowing for review of any recently published rules, this is unlikely to change the outcome in terms of implementation or the regulatory burden to water utilities.

Background:

The Final Revisions to the LCR were published by the Environmental Protection Agency (EPA) in January 2021, in the Federal Register. This followed a lengthy public comment process whereby multiple industry organizations (e.g., American Water Works Association) submitted extensive commentary on the draft rule, seeking clarifications and changes in support of its implementation. Of significant importance in the final rule is the requirement for water utilities to develop a service line inventory to identify all known and unknown materials specific to lead service lines. Also clarified in the final rule is that “service line” means both the public and private side, and that this inventory will need to be completed and submitted to the state primacy agency – in TVWD’s case, the Oregon Health Authority – no later than January 16, 2024, or three years from the rule’s publication.

This first steps in meeting compliance of the new rule is likely to have a significant impact on TVWD operations in fiscal years 2021-2023, and beyond. TVWD has nearly 60,000 service connections and currently the materials of those service lines are not officially captured in written records or within a formal database. Furthermore, the inclusion of the private, customer side in this assessment expands the scope and effort needed to complete this work in the required timeline. While there are areas where this effort is more easily achieved – for example, categorizing all service line materials post 1985 as non-lead given the lead ban that same year – older areas of TVWD may potentially need some degree of physical evaluation. Note that this will also include the need to determine the service line material on the private side, which may require a comprehensive communications and outreach campaign to engage customers.

Potential Impacts to TVWD from the Final Lead and Copper Rule (LCR) Revisions

Additionally, longer-term requirements of the rule will also have an impact on TVWD post 2024, when the rule is implemented at the state level. New requirements to test public schools within the water utility’s jurisdiction along with “find and fix” provisions when lead results from an individual home exceed trigger levels are likely to require additional staffing needs and resources. Another aspect already being evaluated and addressed are optimized corrosion control treatment (OCCT) requirements as part of the Willamette Water Supply System’s new treatment plant, specifically under the management of the Water Supply Integration Project.

The Final LCR Revisions represent some of the most comprehensive changes to any rule under the Safe Drinking Water Act in nearly 30 years. The existing LCR was already one of the most complex rules given the unique customer-utility coordination needed to meet compliance and public health goals. These changes further expand that aspect and will, in all likelihood, significantly alter TVWD’s priorities in the near-term and longer-term as the rule is fully implemented in the next several years. Additional details and potential approaches to this this work will be shared with the Board during an informational presentation.

Budget Impact:

This is an information item only and does not have a direct effect on the District’s current budget; however, the requirement to develop an inventory of all TVWD service lines – both on the public and private side – has resulted in an add-package for the draft 2021-2023 budget, which is still under staff development and review.




Staff Contact Information:

Joel Cary; Water Resources Division Manager; 503-848-3019; joel.cary@tvwd.org
Carrie Pak, PE; Chief Engineer; 503-848-3045; carrie.pak@tvwd.org

Attachments:


None

Management Staff Initials:

Chief Executive Officer		Customer Service Manager	N/A
Chief Engineer		IT Services Director	N/A
Chief Financial Officer		Human Resources Director	N/A
General Counsel		Water Supply Program Director	

Tualatin Valley Water District



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To: Board of Commissioners
From: Tim Boylan, IT Services Director
Date: March 2, 2021
Subject: District Cyber Security Update

Key Concepts:

- Overview of current cyber security trends
- Introduction to TVWD cyber security concepts and philosophy
- Review of recent security incident in Florida

Background:

The frequency, complexity and volume of cyber security threats increase every year. The events of 2020 caused a significant spike in cyber attacks and malicious activity. This Board work session discussion will highlight the District's baseline security posture, recent events and plans to protect employees and assets in the increasingly volatile technology environment.

Budget Impact:

None




Staff Contact Information:

Tim Boylan; IT Services Director; 503-704-9296; tim.boylan@tvwd.org

Attachments:

None

Management Staff Initials:

Chief Executive Officer		Customer Service Manager	N/A
Chief Engineer		IT Services Director	
Chief Financial Officer	N/A	Human Resources Director	N/A
General Counsel	N/A	Water Supply Program Director	