



**TUALATIN VALLEY**  
WATER DISTRICT

## **TVWD BOARD OF COMMISSIONERS**

President Todd Sanders, PhD | Vice President Jim Duggan, PE  
Secretary Jim Doane, PE | Treasurer Carl Fisher | Acting Secretary Elliot Lisac

# Board Meeting Agenda

June 21, 2023

**REGULAR SESSION – 6:00 PM – MICROSOFT TEAMS MEETING\***

**CALL TO ORDER**

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

**COMMISSIONER COMMUNICATIONS**

- A. Reports of meetings attended
- B. Topics to be raised by the Commissioners

### **1. PUBLIC HEARING**

- A. Consider adopting Resolution 08-23, a Resolution adopting the budget and making appropriations for the Tualatin Valley Water District for the 2023-25 biennium. Staff Report – Paul Matthews

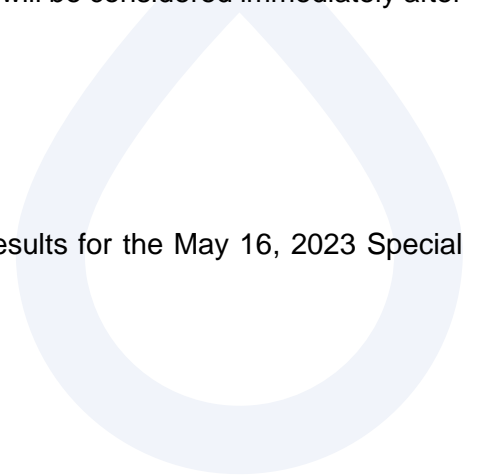
### **PUBLIC COMMENT**

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 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.

### **2. CONSENT AGENDA**

These items are considered to be routine and may be approved in one motion without separate discussion. Any Board members may request that an item be removed by motion for discussion and separate action. Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Board has approved those items which do not require discussion.

- B. Approve the May 17, 2023, regular meeting minutes.
- C. Approve the June 6, 2023 work session meeting minutes.
- D. Approve the May 31, 2023 Budget Committee meeting minutes.
- E. Authorize the Board President to sign the certification of election results for the May 16, 2023 Special District Election.



### 3. BUSINESS AGENDA

A. Financial Plan and Rate Process Update. *Staff Report – Paul Matthews*

#### ADJOURNMENT

\*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 [sam.kaufmann@twwd.org](mailto:sam.kaufmann@twwd.org) or call 503-848-3094 by 4:30 p.m. on June 21, 2023.

The meeting is accessible to persons with disabilities and those who need qualified bilingual interpreters. A request for an interpreter for the hearing impaired, a bilingual interpreter or for other accommodations should be made at least 72 hours before the meeting to the contact listed above.

For online meeting information, Commissioner bios and more, visit [twwd.org](http://twwd.org).





# TUALATIN VALLEY

## WATER DISTRICT

**Date:** June 21, 2023  
**To:** Board of Commissioners  
**From:** Paul L. Matthews, Chief Financial Officer/Budget Officer  
**Subject:** Resolution Adopting 2023-25 Biennium Budget and Making Appropriations

### Requested Board Action:

Consider adopting a resolution adopting the budget and making appropriations for the Tualatin Valley Water District for the 2023-25 biennium.

### Key Concepts:

- The District is subject to the requirements of Oregon Local Budget Law (ORS 294) for preparing its biennial budget, including working with a Budget Committee and providing opportunities for public input.
- Staff conducted two workshops with the Budget Committee. These workshops provided the Budget Committee with background information on the District's operating and capital improvement plans that formed the basis of the 2023-25 biennial budget.
- The Budget Committee met as a formal body on May 31, 2023, to consider the District's Proposed 2023-25 Biennial Budget and conduct a public hearing. The Budget Committee unanimously approved the budget as proposed.
- All Budget Committee meetings were open to the public and duly noticed in both *The Oregonian* newspaper and the District's website.
- Major themes of the 2023-25 biennial budget include human investment, intergovernmental relations, business intelligence, efficiency through modernization and completing the District's current strategic initiatives.

### Background:

Oregon law requires the District to operate within the appropriations authorized in an adopted budget. Consistent with those requirements, the District conducts a biennial budget process that provides both the legal basis for its appropriations and expenditures and opportunities for public involvement. The District adopted its current biennium budget on June 16, 2021 (Resolution 06-21). All appropriations under that budget lapse on June 30, 2023.

Oregon Local Budget Law provides a series of required steps to adopt a budget. These steps include the preparation of a Proposed Budget by the District's Budget Officer, public notification of the availability of the Proposed Budget, the approval of the Proposed Budget (which then becomes the "Approved Budget") by the District's Budget Committee and adoption of the budget by the Board of Commissioners.

The Budget Committee consists of the five members of the Board of Commissioners and an equal number of citizen members who are electors of the District.

Following a lengthy budget development process, the District released its Proposed Budget to the public and Budget Committee on May 26, 2023. On May 31, 2023, the District's Budget Committee conducted a public hearing and unanimously approved the Proposed Budget for the 2023-25 biennium.

In addition, prior to its formal meeting on May 31, the Budget Committee held two budget workshops in April and May that were open to the public. The workshops included presentations by District staff on the budget, as well as opportunities for the Budget Committee and members of the public to ask questions.

The 2023-25 biennial budget included funding for several strategic initiatives. These strategic initiatives were developed based on a bottoms-up and top-down assessment of the District's strengths, weaknesses, opportunities and threats (SWOT analysis). The District's SWOT analysis identified the following major themes:

1. Human investment. Prepare the District's employees to be successful in meeting the future requirements of the District.
2. Intergovernmental relations. Improve relationships with local governments and neighboring utilities to solidify TVWD as a necessary and desired regional resource.
3. Business intelligence. Improve planning and the District's ability to respond by developing actionable information from disparate sources of data.
4. Efficiency through modernization. Improve the service levels provided to the District's customers and find long-term strategies to lower the cost of doing so.
5. Current initiatives. Successfully execute and complete the initiatives currently underway.

In accordance with Oregon Local Budget Law, the proposed resolution accomplishes the following: it adopts the biennial budget effective July 1, 2023 and sets legal spending limits for each of the District funds.

Budget Impact:

Adoption of the resolution appropriates the District's budget by fund for the next two fiscal years.

Staff Contact Information:

Paul L. Matthews; Chief Financial Officer/Budget Officer; 503-848-3017; [paul.matthews@tvwd.org](mailto:paul.matthews@tvwd.org)

Attachments:

Proposed resolution

Leadership Team Initials:

Chief Executive Officer	N/A	Customer Service Manager	N/A
Chief Operating Officer	N/A	IT Services Director	N/A
Chief Financial Officer	<i>PM</i>	Human Resources Director	N/A
General Counsel	<i>CB</i>	Water Supply Program Director	<input checked="" type="checkbox"/>



**TUALATIN VALLEY**  
WATER DISTRICT

## RESOLUTION NO. 08-23

A RESOLUTION ADOPTING THE BUDGET AND MAKING APPROPRIATIONS FOR THE TUALATIN VALLEY WATER DISTRICT FOR THE 2023-25 BIENNIUM

WHEREAS, pursuant to the requirements of Oregon Revised Statutes (ORS) Chapter 294, the Board of Commissioners of the Tualatin Valley Water District is required to adopt a budget and make appropriations for the District for the 2023-25 biennium; and

WHEREAS, on May 31, 2023, following public notice and hearing thereon, the duly appointed and authorized Budget Committee unanimously approved the biennial budget proposed for 2023-25, now on file at the District office.

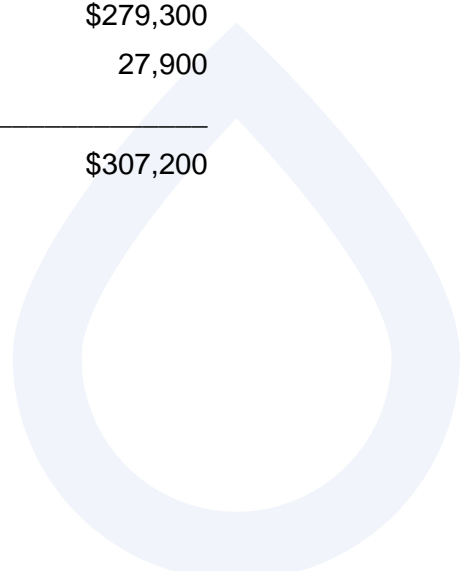
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TUALATIN VALLEY WATER DISTRICT THAT:

Section 1: In compliance with Oregon Local Budget Law under ORS 294, the Board of Commissioners of the Tualatin Valley Water District hereby adopts the biennial budget of the District as approved on May 31, 2023 by the Budget Committee of Tualatin Valley Water District.

Section 2: That the amounts for the biennium beginning July 1, 2023 and for the purposes shown are hereby appropriated as follows:

	General Fund
Appropriations	
Personnel Services	\$50,095,791
Materials & Services	66,134,555
Capital Outlay	2,799,500
Special Payments:	2,035,000
Transfers to Other Funds	127,341,737
General Operating Contingency	20,000,000

Total Appropriation	\$268,406,583
Capital Improvements Fund	
Appropriations	
Capital Outlay	\$523,589,659
Total Appropriation	\$523,589,659
Capital Reserve Fund	
Appropriations	
Transfers to Other Funds	\$471,065,937
Total Appropriation	\$471,065,937
Debt Proceeds Fund	
Appropriations	
Transfers to Other Funds	\$363,460,319
Total Appropriation	\$363,460,319
Revenue Bond Debt Service Fund	
Appropriations	
Debt Service	\$7,290,612
Total Appropriation	\$7,290,612
Willamette River Water Coalition Fund	
Appropriations	
Materials & Services	\$279,300
General Operating Contingency	27,900
Total Appropriation	\$307,200
Customer Emergency Assistance Fund	
Appropriations	



Materials & Services	\$319,875
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Total Appropriation	\$319,875
Willamette Intake Facilities Fund	
Appropriations	
Materials & Services	\$1,013,495
Capital Outlay	11,000
General Operating Contingency	101,000
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Total Appropriation	\$1,125,495
Willamette Water Supply System Fund	
Appropriations	
Materials & Services	\$2,268,100
Capital Outlay	651,226,029
General Operating Contingency	269,000
	<hr/>
Total Appropriation	\$654,193,129
<b>Total Appropriations</b>	<b>\$2,289,758,809</b>

Section 3: That the Budget Officer, in accordance with ORS 294.458(2), shall file with the Oregon Department of Revenue a true copy of this resolution and the Exhibit A Notice of Budget Hearing attached hereto and by this reference incorporated herein.

Approved and adopted at a regular meeting held on the 21<sup>st</sup> day of June 2023.

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Todd Sanders, President

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Jim Doane, Secretary



**EXHIBIT A FORM LB-1**

A public meeting of the Tualatin Valley Water District will be held on June 21, 2023 at 6:00pm at the District's headquarters located at 1850 SW 170th Avenue, Beaverton, OR, 97003. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023 as approved by the Tualatin Valley Water District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected at the Tualatin Valley Water District, between the hours of 9:00 a.m. and 4:30 p.m. or online at [www.tvwd.org/budget](http://www.tvwd.org/budget). Requests to attend the meeting should be made at least 48 hours prior to the meeting by contacting Sam Kaufmann at 503-848-3094. This budget is for a biennial budget period 2023-25. This budget was prepared on a basis of accounting that is the same as the preceding biennium.

**Governing Body Name: Tualatin Valley Water District**

**Contact: Paul Matthews Ph: (503) 848-3000 Email: Paul.Matthews@tvwd.org**

<b>FINANCIAL SUMMARY - RESOURCES</b>			
<b>TOTAL OF ALL FUNDS</b>	<b>Actual Amount Biennium 2019-21</b>	<b>Adopted Budget This Biennium 2021-23</b>	<b>Approved Budget Next Biennium 2023-25</b>
Beginning Fund Balance/Net Working Capital	144,358,124	93,893,898	259,873,626
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	140,386,415	158,826,968	216,517,532
Federal, State and All Other Grants, Gifts, Allocations and Donations	0	0	0
Revenue from Bonds and Other Debt	0	226,500,000	264,106,518
Interfund Transfers / Internal Service Reimbursements	220,194,880	696,985,290	972,590,613
All Other Resources Except Current Year Property Taxes	192,115,910	483,532,909	687,491,385
Current Year Property Taxes Estimated to be Received	0	0	0
<b>Total Resources</b>	<b>697,055,329</b>	<b>1,659,739,065</b>	<b>2,400,579,674</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
Personnel Services	38,068,692	42,330,036	50,095,791
Materials and Services	38,041,702	51,686,496	70,445,325
Capital Outlay	295,468,607	839,112,006	1,177,626,187
Debt Service	0	0	7,290,612
Interfund Transfers	209,700,304	686,262,670	961,867,993
Contingencies	0	20,353,650	20,397,900
Special Payments	11,186,142	1,625,000	2,035,000
Unappropriated Ending Balance and Reserved for Future Expenditure	104,589,882	18,369,207	110,820,866
<b>Total Requirements</b>	<b>697,055,329</b>	<b>1,659,739,065</b>	<b>2,400,579,674</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *</b>			
<b>Name of Organizational Unit or Program FTE for that unit or program</b>			
Administrative Services Department	6,997,354	8,382,511	10,989,062
FTE	12	12	12
Customer Service Department	9,342,473	11,612,132	13,668,691
FTE	33	33	33
Engineering & Operations Department	21,826,095	27,038,499	35,732,990
FTE	59	61	66
Finance Department	6,891,966	8,545,344	11,124,641
FTE	14	14	15
Water Supply Program	3,707,716	4,084,042	4,233,414
FTE	15	12	10
Information Technology Services Department	4,954,261	6,491,370	12,630,348
FTE	10	10	10
Water Purchases (General Fund)	20,945,016	24,522,925	30,650,700
FTE	0	0	0
Capital Improvements Fund	132,089,246	379,582,670	523,589,659
FTE	0	0	0
Capital Reserve Fund	196,635,243	377,164,545	560,899,449
FTE	0	0	0
Bond Construction Fund	0	0	0
FTE	0	0	0
Debt Proceeds Fund	0	226,500,000	363,460,319
FTE	0	0	0
Revenue Bond Debt Service Fund	0	0	7,290,612
FTE	0	0	0
Customer Emergency Assistance	67,965	531,035	319,875
FTE	0	0	0
Willamette River Water Coalition Fund	133,395	129,995	309,755
FTE	0	0	0
Willamette Intake Facilities Fund	6,962,303	7,697,656	1,125,495
FTE	0	0	0
Willamette Water Supply System Fund	157,715,830	454,868,055	654,193,129



FTE	0	0	0
Non-Departmental / Non-Program	128,786,465	122,588,287	170,361,534
FTE	0	0	0
<b>Total Requirements</b>	<b>697,055,329</b>	<b>1,659,739,065</b>	<b>2,400,579,674</b>
<b>Total FTE</b>	<b>143</b>	<b>142</b>	<b>146</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***

Total approved 2023-25 general fund operating expenditures increased 29.2% for the two-year period. The personnel services budget increased by 18.3%, while the budget for materials and services increased by 38.8%. The budget has an increase of 4 FTE positions, in preparation to operate the Willamette Water Supply System (WWSS) in 2026.

Total capital outlay expenditures increased 40.3%, driven by the timing and scope of the District's participation in the Willamette Water Supply Program (WWSP) and serving as managing agency for both the WWSS and Willamette Intake Facilities (WIF) joint ventures. Approved in-District capital improvements plan (CIP) expenditures continue to be planned for reservoir, pump station, and pipeline construction and upgrades. The District recently closed its Series 2023 Revenue Bonds and will have interest-only debt service payments in the 2023-25 biennium in the amount of \$7.3 million. Principal payments will begin in 2028 after the District has completed construction of the WWSS. The District will also draw the remaining amount (\$144 million) of funds available on its Water Infrastructure Finance and Innovation Act (WIFIA) loan through the US Environmental Protection Agency. The Proposed 2023-25 Budget also plans for an additional financing of \$120 million either through a second WIFIA loan or revenue bonds.

Transfers to other funds, although not an expenditure category, represents the second largest appropriation item in the Approved 2023-25 Budget at \$961.9 million. The District uses a capital reserve fund to hold substantially all current and future District reserves. This fund supports the in-District CIP and the District's share of the WWSS. Transfers to the capital reserve fund are initiated from the general fund and the debt proceeds fund, and during the biennium transfers out from these funds will support the District's capital project expenditures. General fund operating contingency is budgeted at \$20 million and contingencies of \$27,900, \$101,000, and \$269,000 are approved for the Willamette River Water Coalition, the WIF, and the WWSS funds respectively. Contingency can only be accessed through approval by resolution by the District Board of Commissioners. Special payments increased by 25.2% in the Proposed 2023-25 Budget. Special payments represent right-of-way fees the District collects on behalf the cities of Beaverton, Hillsboro, and Tigard for customers who reside within those city boundaries.

Total approved 2023-25 budgeted resources, including transfers, debt proceeds, reserves and fund balance increased 44.6%. Primary resources to support operating, WWSS, WIF and in-District CIP expenditures include water rates and service fees, contributed capital from WWSS and WIF partners, contract reimbursements for services provided to other entities, system development charges, capital reserves, bond proceeds, and meter and services installation fees paid by customers/developers. Budgeted water service charges and fees increased 36.3% based on projected rates and fees for services, projected water demand, and customer growth. System development charges are projected to decrease 7.0% based on development trends. WWSS and WIF partners pay their portion of water supply project expenditures. The Approved 2023-25 Budget includes \$654.7 million in contributed capital by WWSS/WIF partners.

**PROPERTY TAX LEVIES**

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit _____ per \$1,000)	0	0	0
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

**STATEMENT OF INDEBTEDNESS**

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$316,447,472	\$383,552,528
Other Borrowings	\$0	\$0
<b>Total</b>	<b>\$316,447,472</b>	<b>\$383,552,528</b>

\* If more space is needed to complete any section of this form, insert lines (rows) on this sheet or add sheets. You may delete unused lines.



**TUALATIN VALLEY**  
WATER DISTRICT

# Board Meeting Minutes

## May 17, 2023

### **REGULAR SESSION – 6:00 PM**

#### **CALL TO ORDER**

Commissioners Present: Jim Doane, PE; Jim Duggan, PE; Carl Fisher; Elliot Lisac, Todd Sanders

Staff Present: Tom Hickmann, Chief Executive Officer; Clark Balfour, General Counsel; Paul Matthews, Chief Financial Officer; Pete Boone, PE, Chief Operating Officer; Dave Kraska, PE, Water Supply Program Director; Andrew Carlstrom, Customer Service Manager; Andrea Watson, Communications and Public Affairs Supervisor; Tim Boylan, IT Services Director and Sam Kaufmann, District Recorder.

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

Tom Hickmann updated the Board on the Taylors Ferry Reservoirs and Site Seismic Improvements project. Mr. Hickmann also mentioned he recently sat down with some of the district's key customers and had a constructive conversation regarding water rates.

Joel Cary gave his report for the Water Resources Division and updated the Board on TVWD's progress in managing lead and copper levels.

#### **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.

None.

#### **PUBLIC COMMENT**

There was none.



## 1. CONSENT AGENDA

- A. Approve the April 19, 2023, regular meeting minutes.
- B. Consider a Resolution endorsing the annexation to the Tualatin Valley Water District eleven tax lots and adjacent rights of ways located on NE Schaaf street and NE Pubols street.
- C. Chief Executive Officer Travel to Colombia.

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

## 2. BUSINESS AGENDA

- A. Rate Advisory Committee recommendations. *Staff Report – Paul Matthews*

Paul Matthews presented the Rate Advisory Committee recommendations. Jessie Dhillon and Carlos Romo commented on their experience in working with the Rate Advisory Committee and gave the board feedback on customer assistance.

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

- B. Update on District's planned revenue bond increase. *Staff Report – Paul Matthews*

Paul Matthews updated the Board on the district's planned revenue bond increase and described the next steps moving forward.

## ADJOURNMENT

There being no further business, President Sanders adjourned the meeting at 7:37 p.m.

## EXECUTIVE SESSION

An executive session of the Board was called under ORS 192.660(2)(e) to conduct deliberations to negotiate real property transactions.

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Todd Sanders, President

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Jim Doane, Secretary

## MAY 24 TALKIN' WATER

TVWD's next virtual forum event will be held noon, May 24, and feature irrigation tips and backflow prevention. Pre-registration is not required for this event. You can find the link at: [www.tvwd.org/talkingwater](http://www.tvwd.org/talkingwater).

## TAYLORS FERRY PROJECT UPDATE

In fall of 2021 The Taylors Ferry Reservoirs and Site Seismic Improvements project was set up to be delivered as a CM/GC or alternative delivery project and was authorized by the Board to pursue an alternative delivery.

The District received a single proposal from Emery & Sons Construction, in late fall of 2021 as the CM/GC.

District staff also pursued a \$12 million grant through FEMA and was awarded the grant in March of 2022. Staff discovered recently, based on how the CM/GC contract was set up and awarded, there is risk that FEMA would pull funding for this alternative delivery approach.

As a result, the CM/GC contract was cancelled and it will be rebid as low bid in September. This ensures we receive the full grant.

# DEPARTMENT REPORT

Joel Cary, Water Resources Division Manager, will present the department report this evening.

## Lead and Copper Rule Revisions Update

May 17, 2023



# Agenda

01 Background

02 Inventory Process

03 Communications and Outreach

04 Funding and Next Steps

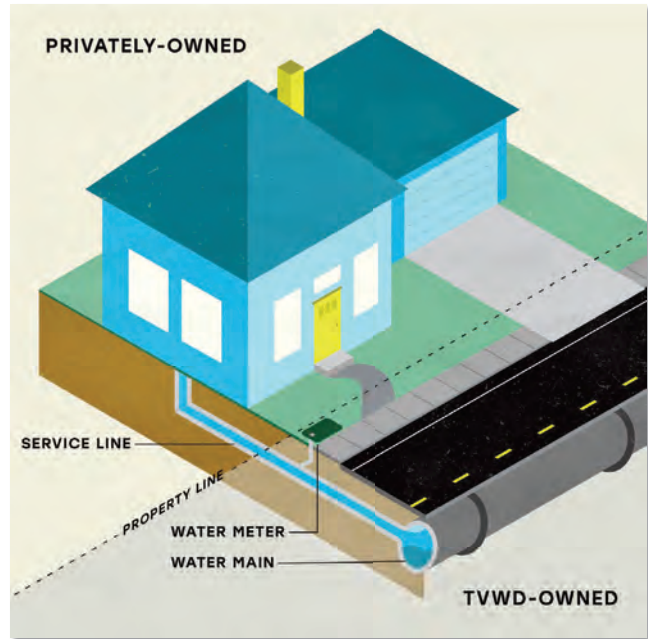
# 01

## Background



# Lead and Copper Rule Revisions (LCRR) Refresher

- LCRR published in 2019, effective 2021. October 16, 2024 compliance date
- Requires water systems to develop a lead service line (LSL) inventory
  - There are many other LCRR requirements, LSL inventory the most pressing
- Initial inventory to be completed by compliance date
- Not required to be submitted to OHA, but systems may be “audited”



# Recap: July 2021 LCRR Board Update

- Established pilot approach for inventory using GIS-based process
- To date, no lead observed during inspections by staff
- Stated goals moving forward:
  - ✓ Fully develop TVWD’s service line inventory methodology
  - ✓ Procure professional services for communications and technical support
  - ∅ Complete inventory with no “unknowns” by October 16, 2024, compliance date

# 02



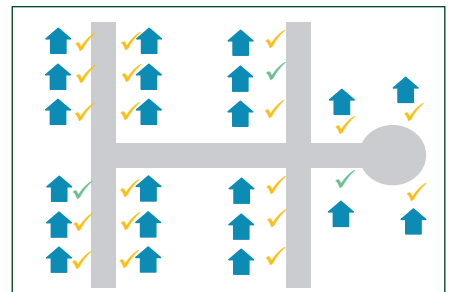
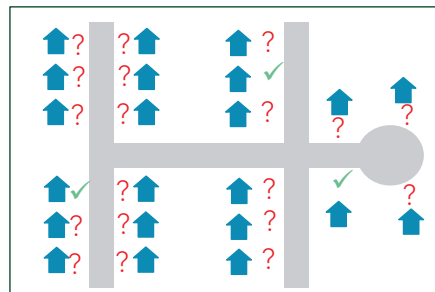
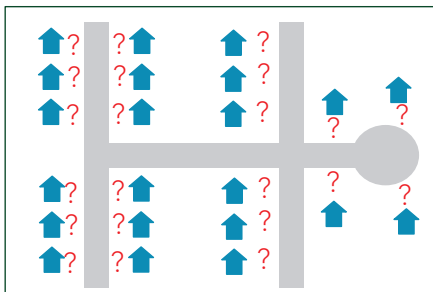
## Communications and Outreach

### TVWD Inventory Methodology

Service line material unknown

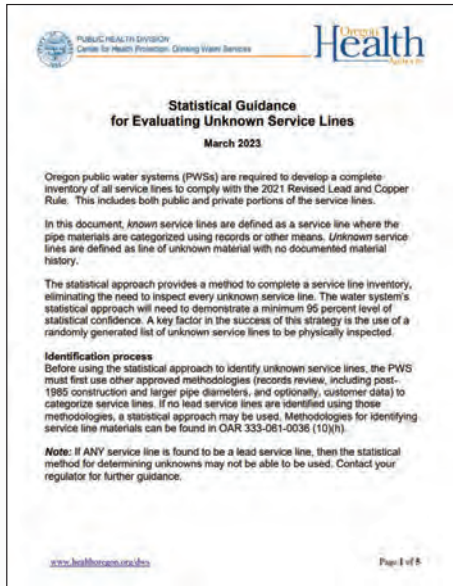
Field verification of a statistically-significant random sample set

If inspected service lines are 'Non-Lead,' categorize unknowns as 'Non-Lead'

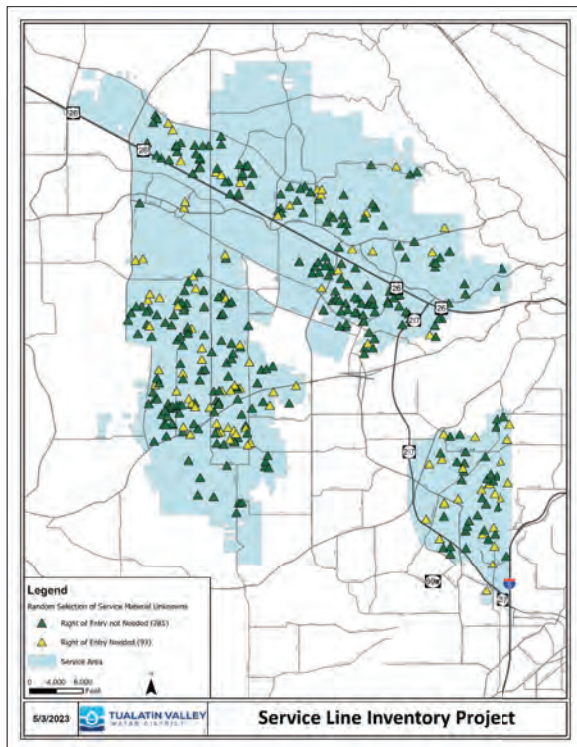




# Inventory Approach Alignment with OHA Guidance



- TWWD’s process is near identical to OHA’s final guidance
- If any lead service line is found, consult with OHA
- One point inspection for each portion (i.e., public and private) side of unknown service line material



## Inventory Selection Process

- Hierarchy of the process. What’s included:
  1. Owned by = TVWD
  2. Status = Active accounts
  3. Service diameter < 2-inches
  4. Tax lots date = 1985 and older
  5. System design standards = 1973 (Metzger) and 1979 (Wolf Creek) and older
- 26,778 customers meet status “unknown” under the LCRR
- 378 sites randomly selected

# Sites Requiring Right-of-Entry Forms

- Of the 378 sites, most meters are within the Right-of-Way (ROW)
  - Sites outside of the ROW require a Right-of-Entry form and signature from the customer
- Of the 378 sites, 88 require a Right-of-Entry form



# Inventory Schedule

- Inventory will start in July 2023 and continue through fall of 2024
  - Sites with easy access and that do not require a Right-of-Entry form will be inspected first
- Completion is expected prior to LCRR compliance date of October 16, 2024



# 03

## Project Funding and Next Steps



## Primary Outreach Goals



1

Build upon updated Mission, Vision, and Values

2

Improve upon the new TVWD brand

3

Engage in a different way with customers, beyond billing

4

Educate audiences on TVWD's water system and work

# Staff-Led Approach to Communications Goals

Staff participated three workshops to develop the project approach and engagement goals

*Workshop 1: Develop Stakeholder Prioritization and Project Goals*

*Workshop 2: Refine Master Messaging, Visual Brand, and Materials*

*Workshop 3: Refine Toolkit and Engagement Strategy*

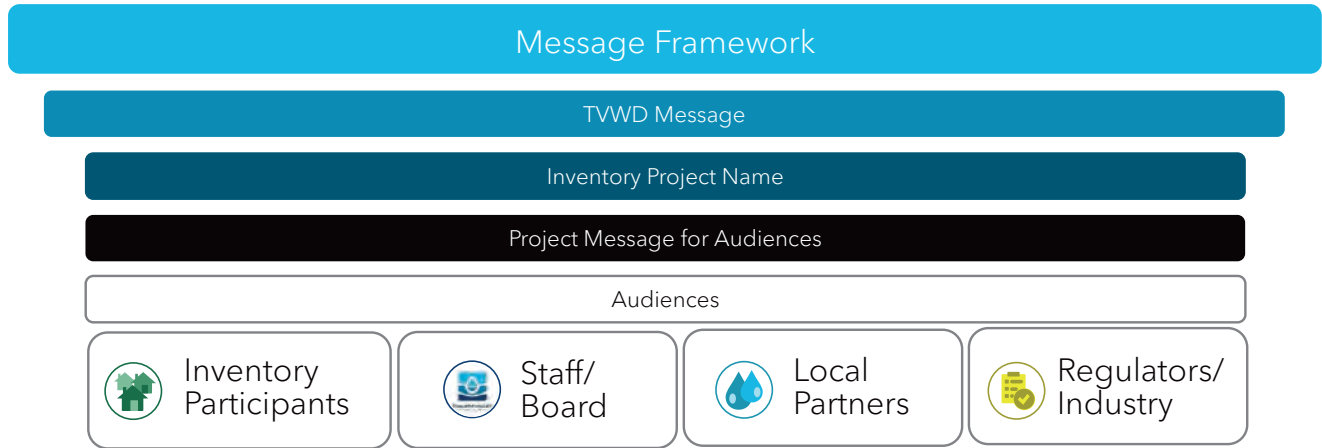


# Audience Prioritization

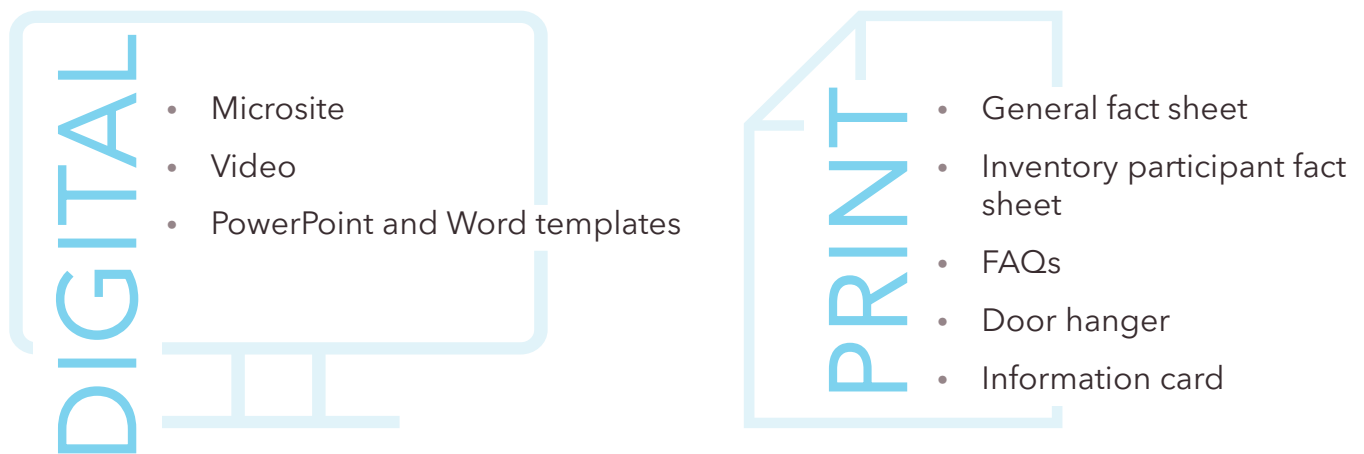
Initial planning identified and prioritized stakeholder groups based on impact and degree of involvement during service line inventory.



# Message Framework

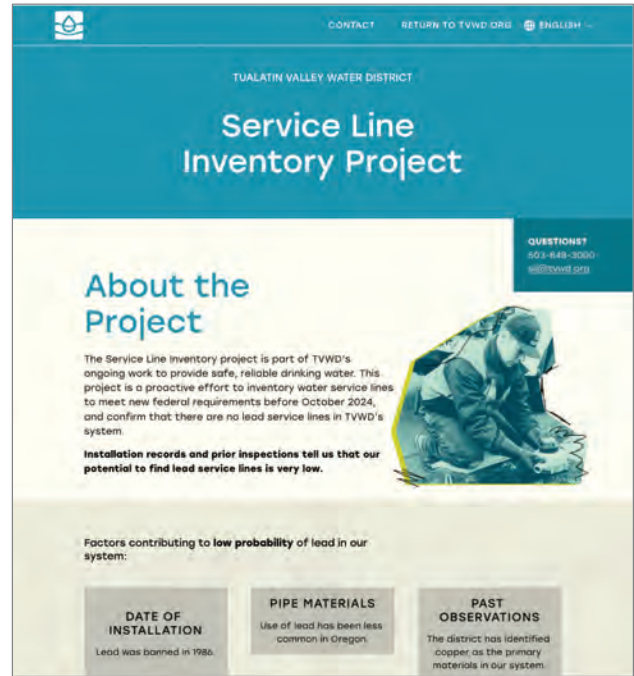


# Public Outreach Toolkit



# Microsite

- Located outside of TVWD website
- Promote a broader message and understanding of what TVWD does
- Flexibility to use the new brand elements: imagery, footage, and graphics
- Customizable to add new TVWD projects, as they arise



[keepingwatersafe.org](http://keepingwatersafe.org)

# Fact Sheets



Inventory Participant Fact Sheet (tri-fold)



General Fact Sheet (tri-fold)

## Video Content

- Two videos will be developed: general and inventory participant
- Provides broader awareness of TVWD's work
  - Demonstrates staff expertise and commitment to public service
- Integrated into other TVWD efforts



## Staff Toolkit

- Communications guidance document
- Staff messaging guide
  - Talking points
  - FAQs
  - Messaging dos/don'ts



# 04

## Project Funding



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## External Funding Findings



- OHA has yet to apply for Bipartisan Infrastructure Law (BIL) lead service line replacement (LSLR) funding
- BIL-LSLR funding available for water systems considered disadvantaged communities
- TVWD not considered disadvantaged





# Closing Comments

Outreach approach and tools are intended to build community trust and overall awareness of TVWD's services

- Service Line Inventory project
- Set the stage for future projects, such as WSI
- Supports new Mission, Vision, Values statements

Phase 2 will begin in July 2023 and last through the October deadline

- Proactive implementation of remaining LCRR elements
- Addressing new monitoring requirements, like "find and fix"
- Continued outreach support
- Tracking forthcoming Lead and Copper Rule Improvements (LCRI)

# Thank you!

Joel Cary  
Water Resources Division Manager



# Commissioner Communications



# Public Comment



# Consent Agenda



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## CONSENT AGENDA

- A. Approve the April 19, 2023, regular meeting minutes.
- B. Consider a Resolution endorsing the annexation to the Tualatin Valley Water District eleven tax lots and adjacent rights of ways located on NE Schaaf street and NE Pubols street.
- C. Chief Executive Officer travel to Columbia.

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# Business Agenda



TVWD BOARD OF  
COMMISSIONERS MEETING

## Rate Advisory Committee

MAY 17, 2023

# AGENDA OVERVIEW

Topic
Setting the Stage
2022-2023 RAC Overview
Meeting Highlights
Rate Advisory Committee Recommendation and Advice
Customer Assistance Program Implementation

# SETTING THE STAGE



# EVOLUTION OF WATER RATES

## 1990's: Excess-use per CCF rate created.

- One rate for up to a set amount.
- Another for use exceeding amount.



## 2004: Monthly threshold lowered to 14 CCF per month.

- Pro conservation.
- Rate blocks adjusted.



## 2012: Fire protection costs moved to fixed charges.

- Pro revenue stability + equity.
- Block rates + thresholds confirmed.



## 2017: RAC convened

- Focus on affordability.
- Block rates + thresholds confirmed.
- Recommendations generated.

## 2022: RAC convened

- Revisiting affordability.
- Focus on financially vulnerable customers.



# TYPES OF ASSISTANCE PROGRAMS USED BY PEER UTILITIES

## Options for Supporting Financially Vulnerable Customers

### Bill Discounts

- Reduce bills by set % or \$

### Flexible Terms

- More time to pay or things like "budget billing"

### Rate Structures

- Lower rate schedule z

### Water Efficiency

- Fixture rebates to reduce usage targeted to low-income customers

### Temporary Assistance

- Bill forgiveness or other help in emergencies

- Flexible Pay Plan
- Equal Pay Plan

TVWD

- ✓ Emergency Assistance Program

# 2016-2017 RAC EFFORT AND RECOMMENDATIONS

## Affordability Recommendations

- Monthly billing
- Levelized billing
- Temporary/emergency assistance
- Penalty forgiveness
- Low-income rate



## CONVENING THE 2022 – 2023 RAC

RAC members represent diverse backgrounds and expertise, multiple customer classifications and district-wide geographic coverage.

### TVWD Board Appointed RAC Members

Allie Syes	June Boone
Carlos Romo	Kyle Walker
Chai Saecheo	Lisa Mentasana
Chris Brown	Long Tran
Daryl Manullang	Madi Hyde
Deanna Palm	Samantha Rico
*Erin Walsh	Steve Marks
Jessie Dhillon	Todd Speight
	*Zach Lindahl

*\*Members transitioned off the RAC*



# RAC ASSIGNMENT

## Issue 1. Affordability for financially vulnerable TVWD customers

- Is there a need for a more reliable and permanent Customer Assistance Program in addition to emergency assistance?
- How should the program be funded?
- What eligibility qualifications are appropriate?
- How should the program be implemented?

## Issue 2. Rate structure adjustments to reduce revenue volatility (fixed and volume charges)

- What impacts on the customer experience should be considered as the Board considers rate structure changes that?

# 2022-2023 RAC OVERVIEW



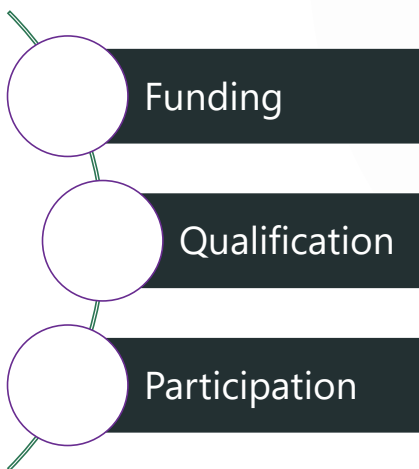
# RAC SCHEDULE

## RAC Board Engagement

- Commissioner Jim Duggan, RAC Liaison
- Commissioner Carl Fisher, RAC Liaison
- Jim Doane, Participating Commissioner

Date	Meeting Topic
October 18, 2022	Meeting #1-Kickoff
November 15, 2022	Meeting #2—Customer Assistance Program
December 13	Meeting #3—TVWD Rate Structure (fixed & variable components)
January 17, 2023	Meeting #4—Discuss and Develop Responses to Policy Questions
February 21	Meeting #5—Finalize Responses to Policy Questions
March 21	Meeting #6—Convene (if necessary)

# KEY CONSIDERATIONS FOR ASSISTANCE PROGRAMS



## Utilities need to consider how to pay for these programs

- The cost of the assistance has to be paid for
- Potential for some impact on other ratepayers

## Most assistance programs call for some kind of income qualification

- Utilities usually do not have resources for it
- Rely on third-party income verification (e.g. SNAP)

## Participation levels for most assistance programs are low to very low as % of qualified customers

- Customers still have to apply in most every case
- Most of them don't

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## MEETING HIGHLIGHTS

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## RAC MEETING 1 – ASSISTANCE PROGRAMS

- What does TVWD currently do to assist customers in need.
- What other types of affordability programs are used by peer communities.



# RAC MEETING 2 – WHAT DOES IT MEAN? ASSISTANCE PROGRAM CONSIDERATIONS

Needs

Qualification

Participation

Funding

The Question

What metric do you want to manage to?

What is the demographic group?

How many do we expect to actually participate?

What is the District's financial commitment?

The Outcome

How much assistance per eligible account is needed?

The maximum number of customers who potentially qualify.

The expected number of customers who potentially qualify.

Given the above, how much will be needed in total and where will it come from?

## MEETING 2 – AFFORDABILITY, ASSISTANCE, AND COMMUNITY VALUES



AR<sub>20</sub>

	3-person household (6.0 ccf)	4-person household (8.0 ccf)
a. TVWD monthly price	\$60.86	\$74.35
b. Clean Water Services monthly price	55.77	60.11
c. 20 <sup>th</sup> percentile income	\$3,920	\$3,920
d. <u>Estimated other essential expenses</u>	<u>2,469</u>	<u>2,631</u>
e. <u>Discretionary income (c-d)</u>	<u>\$1,451</u>	<u>\$1,289</u>
<b>TVWD AR<sub>20</sub> (a + e)</b>	<b>4.2%</b>	<b>5.8%</b>
<b>TVWD+CWS combined AR<sub>20</sub> ((a+b) + e)</b>	<b>8.0%</b>	<b>10.4%</b>

A family of four at the 20<sup>th</sup> income percentile must spend 5.8% of its discretionary income to pay their water bill



Featured Speaker:

52 Manny Teodoro

## MEETING 2 – AFFORDABILITY, ASSISTANCE, AND COMMUNITY VALUES



HOW MUCH SHOULD HOUSEHOLDS OF LIMITED MEANS HAVE TO PAY FOR WATER?

WHAT SACRIFICES SHOULD A LOW-INCOME HOUSEHOLD HAVE TO MAKE TO PAY THE WATER BILL?

	3-person household (6.0 ccf)	4-person household (8.0 ccf)
a. TVWD monthly price	\$60.86	\$74.35
b. Clean Water Services monthly price	55.77	60.11
c. Minimum wage per hour	14.75	14.75
<b>TVWD <i>HM</i> (a + c)</b>	<b>4.1</b>	<b>5.0</b>
<b>TVWD+CWS combined <i>HM</i> ([a+b] + c)</b>	<b>7.9</b>	<b>9.1</b>

A worker earning minimum wage must work five hours a month to pay for basic water service for a family of four

Featured Speaker:

53 Manny Teodoro



## MEETING 3 – ROUNDTABLE DISCUSSION TOPICS

1. Who should be the focus of our assistance efforts?
2. How should we apply the assistance?
3. How should the cost of the program be recovered?

## QUESTION 1 – WHO SHOULD BE THE FOCUS OF ASSISTANCE EFFORTS?

- Only Low-income
- Elderly
- Disabled
- Veterans
- Other?



## QUESTIONS 2 – HOW SHOULD ASSISTANCE BE APPLIED?

- Fixed percentage of bill?
- Fixed amount?
- Lifeline rate structure
- Other?

# QUESTION 3 – HOW SHOULD THE COST OF THE PROGRAM BE RECOVERED?



Everyone (all customers) = 60,720



Single family residential only = 56,376



Other?

## MEETING 4 – BUILDING ON CAP FEEDBACK FROM THE RAC

### Who is the Focus?

- Low Income Households
- Household Size Matters
- Avoiding Disconnections is Important
- Evaluate Self-Certification of Income
- Single-Family Residential
- Other Factors (Disability, Elderly, Etc.), not as Important

### How Much Relief?

- % Discount to Bill, Preferred
- Discount Based on Income Level is More Effective
- Conservation Message is Important
- Lifeline Rate, Not Preferred
- Fixed \$, Not Preferred

### How to Recover the Costs?

- Recover from Combo of Fixed and Volume Charges
- TVWD Survey = Support for \$2 - \$2.50 per Month Funding in Bills
- Recover from All Customers vs. Residential Only – Preferred
- Concern for Multi-Family Class Paying into the Subsidy

## CAP COMPARISON OF KEY FEATURES

Feature	Concept #1 % Discount	Concept #2 Size of Household	Concept #3 Program Sized Based on Survey Results
Type of relief	Fixed % Discount from Total Water Bill	Fixed \$ Discount per No. of Household Members	Fixed % Discount from Total Water Bill
Large household strategy	Discount Scales with Water Bill	Fixed Discount – Requires Knowing Household Size	Discount Scales with Water Bill
What determines the discount?	Targets 4 hrs. min. wage metric for typical bill	1 CCF per person provided for free each month	From TVWD survey result: \$2.50/mo. Funding level
Who is the focus?	Low Income (LIHEAP)*	Low Income (LIHEAP)*	Low Income (LIHEAP)*
Program cost recovered from:	All Customers	All Customers	All Customers
Allocation of program Cost	80% Volume Charge 20% Fixed Monthly Charge	80% Volume Charge 20% Fixed Monthly Charge	80% Volume Charge 20% Fixed Monthly Charge

Note: Current Emergency Assistance Program (EAP) will continue as is.

## CAP COMPARISON OF KEY FEATURES

Feature	Concept #1 % Discount	Concept #2 Size of Household	Concept #3 Program Sized Based on Survey Results
Type of relief	Fixed % Discount from Total Water Bill	Fixed \$ Discount per No. of Household Members	Fixed % Discount from Total Water Bill
Large household strategy	Discount Scales with Water Bill	Fixed Discount – Requires Knowing Household Size	Discount Scales with Water Bill
What determines the discount?	Targets 4 hrs. min. wage metric for typical bill	1 CCF per person provided for free each month	From TVWD survey result: \$2.50/mo. Funding level
Who is the focus?	<p>Same for All Concepts</p> <ul style="list-style-type: none"> <li>▪ Low Income (LIHEAP)*</li> <li>▪ All Customers</li> <li>▪ 80% Volume Charge</li> <li>▪ 20% Fixed Monthly Charge</li> </ul>		
Program cost recovered from:			
Allocation of program Cost			

Note: Current Emergency Assistance Program (EAP) will continue as is.

# MEETING 5 & 6 – PERCENT DISCOUNT CUSTOMER ASSISTANCE PROGRAM OVERVIEW

## Who Can Qualify?

Single-family residential customers who qualify for the federal Low Income Home Energy Assistance Program (LIHEAP)

## How Much Assistance is Available?

20% discount to the customer's water bill, to be managed by the Board in the future to maintain the program objectives.

## How is the CAP Funded?

From a \$0.16 extra fixed charge for all customers every month, plus a \$0.05 addition to the volumetric water rates.

## Program Estimates

Estimated Qualifying Households	9,000
Estimated Participation	3,000
Typical Discount Provided/Mo.	\$15.89
Estimated Annual Program	\$570,000

*Note: Initial program needs are estimates only. The Board will have the discretion to adjust the program parameters as needed.*

# CUSTOMER ASSISTANCE PROGRAM

## Example Brochure

**Customer Assistance Programs**  
Get help paying your water bill

**Programas de Asistencia al Cliente**  
Obtenga ayuda para pagar su factura de agua

**Assistance to Pay Your Bill**  
To help keep the water on, the District has immediate funding available to assist customers facing financial hardship pay their water bill.

- Emergency Assistance provides customers with a one time credit for life's surprises.
- Our NEW Customer Assistance Program provides a discount on each drinking water bill

**Who's Eligible?**  
Income-qualified single-family residential customers at or below 60% of Oregon medium income per household size.

**How Much is Available?**  
Customer Assistance provides a 20% discount off of each bill and Emergency Assistance receive a credit for up to 28 CCP's of water and fixed charges towards their balance.

**How to Apply?**  
The District works with Community Action to get customers enrolled – visit [tvwd.org](http://tvwd.org) to learn more or [caash.org](http://caash.org) to apply.

**What you'll need to apply:**

- Recent copies of your bill
- Photo ID and proof of income for anyone 18 years or older
- Documentation showing income from Social Security, Unemployment Insurance, Pension Funds, or disability, etc.
- Social security numbers for everyone residing in the house
- Contact us if you if you need help.

**Asistencia para pagar su factura**  
Para ayudar a mantener el suministro de agua, el Distrito tiene fondos inmediatos disponibles para ayudar a los clientes que enfrentan dificultades financieras a pagar su factura de agua.

- Emergency Assistance brinda a los clientes un crédito único para las sorpresas de la vida.
- Nuestro NUEVO Programa de Asistencia al Cliente brinda un descuento en cada factura de agua potable.

**¿Quién es elegible?**  
Clientes residenciales unifamiliares calificados con ingresos iguales o inferiores al 60 % del ingreso medio de Oregon por tamaño de hogar.

**¿Cuánto hay disponible?**  
Asistencia al cliente ofrece un 20 % de descuento en cada factura y Asistencia de emergencia recibe un crédito de hasta 28 CCP de agua y cargos fijos para su saldo.

**¿Cómo aplicar?**  
El Distrito trabaja con Community Action para inscribir a los clientes: visite [tvwd.org](http://tvwd.org) para obtener más información o [caash.org](http://caash.org) para presentar su solicitud.

**Lo que necesitará aplicar:**

- Copias recientes de su factura
- Identificación con foto y comprobante de ingresos para cualquier persona mayor de 18 años.
- Documentación que acredite los ingresos de la Seguridad Social, Seguro de Desempleo, Fondos de Pensiones, invalidez, etc.
- Números de seguro social de todas las personas que residen en la casa
- Contáctenos si necesita ayuda

**Contact Us**  
(503) 848-3000  
CustomerService@TVWD.org  
[www.tvwd.org](http://www.tvwd.org)

**Facebook.com/TVWDNews**  
**Twitter.com/TVWDNews**  
**@tualatinvalleywaterdistric9704**  
**nextdoor.com**

**1850 SW 170th Ave**  
**Beaverton, OR 97003**  
**www.tvwd.org**  
**(503) 848-3000**  
**CustomerService@TVWD.org**



# RAC RECOMMENDATIONS & ADVICE

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Jessie Dhillon, Representing RAC Members

## CUSTOMER ASSISTANCE PROGRAM RECOMMENDATION

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The RAC unanimously recommended the proposed Customer Assistance Program and keeping the District's current Emergency Program.

### **Who can qualify?**

Single-family residential customers who qualify for the federal Low Income Home Energy Assistance Program (LIHEAP).

### **How much assistance is available?**

20% discount to the customer's water bill, to be managed by the Board in the future to maintain the program objectives.

### **How is the Customer Assistance Program funded?**

From a \$0.16 extra fixed monthly charge for all customers plus a \$0.05 addition to the volumetric water rates.

# WHAT FEATURES THE RAC SUPPORTED

- ✓ Addresses water affordability needs
- ✓ Percentage discount addresses water use difference between household size
- ✓ Enjoys a simple structure
- ✓ Provides flexibility to adjust program parameters: funding level, percent discount
- ✓ Third-party administer increases participation and reduces District administration effort

# RAC ADVICE: FIXED VS. VOLUME CHARGES

Should the District change its rate structure to recover more of its costs from fixed charges than it currently does to improve revenue stability?

The RAC considered the impacts of increasing fixed charges on District revenue recovery and customers' bills and provided the following advice:

1. Clearly state the need for the change.
2. Gather more data—and consider the timing of other initiatives and projects—to be better able to determine the course of action.
3. Work not to impact low-water users and low-income customers.

*“Need to articulate why.”*  
*“What other changes could be made?”*  
*“Need data.”*

# CUSTOMER ASSISTANCE PROGRAM IMPLEMENTATION

6  
7



## CUSTOMER ASSISTANCE PROGRAM STRUCTURE

Responsible Department	Third-Party Administrator	Transparency	Funding
<ul style="list-style-type: none"><li>• Customer Service Department manages the program</li><li>• Financial/budget management</li><li>• Partnership management</li><li>• Promotion</li></ul>	<ul style="list-style-type: none"><li>• Partnership with local agency to qualify customers and offer other services</li><li>• Excellent relationship with Community Action of Washington County – hope to continue that relationship</li></ul>	<ul style="list-style-type: none"><li>• Track participation and report utilization to the Board monthly through TVWD’s existing <i>Month-in-Review</i></li><li>• Funding subject to TVWD’s Citizen Budget Process</li></ul>	<ul style="list-style-type: none"><li>• Included in TVWD’s proposed biennial budget</li><li>• Board and Budget Committee will assess program needs and funding capacity on biennial basis</li><li>• Management will monitor needs and apprise the Board of any budget challenges</li></ul>

Board consideration and adoption of a new Customer Assistance Program will be the first step in setting up a Program—expected to be implemented over the Annual Fiscal Year 2023-2024.

## REQUESTED ACTION

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By motion, acceptance the of recommendation of the 2022-2023 Rate Advisory Committee.



## Update on Bond Sale

*Regular Board Meeting*

Paul L. Matthews, Chief Financial Officer

May 17, 2023

## Update on Bond Sale

### Key Details

- Competitive sale
- \$73.3 million with proceeds anticipated to be \$82.5 million
- Parity obligations issued under the authority of Ordinance 01-19
- Tax-exempt bonds with maturities spanning 30 years



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## Key Players

### Municipal Advisor

- Provides market advice
- Structures the issue
- Leads the team

### Legal Counsel

- General Counsel
- Bond Counsel
- Disclosure Counsel
- Tax Counsel

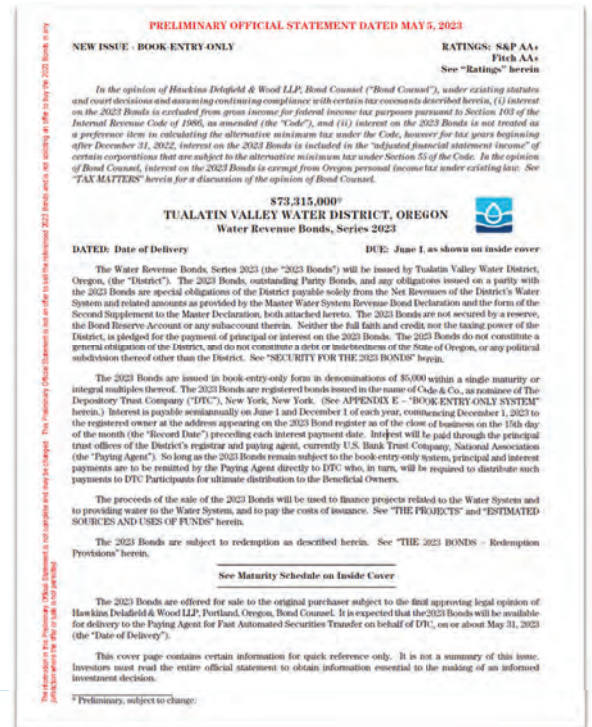
### Credit Rating Agencies

- Assess creditworthiness of issuer
- Periodically re-assess creditworthiness

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# Preliminary Official Statement

- Official document that discloses information relevant to investors'
- Updated with Official Statement once pricing is complete



## District's Bond Ratings

### Tualatin Valley Water District, Oregon; Water/Sewer

#### Credit Profile

US\$83.0 mill wtr rev bnds ser 2023 due 06/01/2053

Long Term Rating	AA+/Stable	New
Tualatin Vy Wtr Dist Long Term Rating	AA+/Stable	Affirmed

• The outlook is stable

#### Security

The series 2023 bonds are secured by the net revenues of the district's water system. Provisions include a rate covenant requiring net revenue annual debt service coverage (DSC) of at least 1.2x and coverage reserves (net revenues less system development charges) annual DSC of 1.15x. Provisions also include an additional bond test of 1.25x maximum annual debt service (MADS) and 1.15x MADS for net revenues and coverage reserves, respectively. The bonds are not secured by a debt service reserve. After the current transaction, the district will have \$299 million in debt outstanding consisting of the series 2023 bonds and the \$216 million draw on its Water Infrastructure Finance and Innovation Act (WIFIA) loan.

#### Credit overview

The rating is supported by the district's upcoming rate plans, maintenance of robust reserves, and our expectation that DSC will be maintained at more than 2.0x as debt service ramps up and the district progresses through its large capital improvement plan during the next six years. The district has rigorous long-term financial and capital planning practices and a track record of implementing rate increases that are supportive of its financial profile. Key credit risk centers on the district's execution of the \$1.6 billion Willamette Water Supply System (WVSS) project. The WVSS project is intended to replace the district's existing water supply purchased from the city of Portland while also meeting the district's future water demands. The WVSS supply is scheduled to be available by 2026. The district has secured substantial financing from the U.S. Environmental Protection Agency's WIFIA funding program to fund a significant portion of the WVSS. The district plans to issue additional debt and can fund the remainder of project costs.

The WVSS is being jointly developed with the cities of Hillsboro and Beaverton, and the three parties are working

### FitchRatings

#### Tualatin Valley W: Oregon

#### New Issue Summary

**Sale Date:** The bonds will sell via a competitive or non-competitive sale.  
**Series:** \$73,000,000 Water Revenue Bonds, Series 2023  
**Purpose:** Bond proceeds will be used to finance the district's pipeline and sewer system expansion and the district's portion of the WVSS project, as well as other capital projects.  
**Security:** The revenue bonds and Water Infrastructure Finance secured by a pledge of net revenues of the water system and

Tualatin Valley Water District's 'AA+' water revenue bond Default Rating (DR) reflects its exceptionally low but very strong revenue defensibility and very low operational adjusted debt to adjusted funds available for debt service capital infusion phase to support future water supply new water sources on the mid-Willamette River, and Willamette Inland Facilities (WIF) projects.

To support this capital expansion, the system has seen years of increased costs due to inflationary input prices and higher energy costs. The district's management continues to adapt well above average rate increases followed through by more moderate adjustments. It more constrained over time as a result of significant at the operating cost burden is very low and the system plan beyond the current capital expansion will help the Fitch Ratings expects leverage to increase from the cash-included adjusted debt and approach 70 over the short term, before declining over the intermediate period. However, sustained leverage above 60x would likely lead to negative rating action.

#### Key Rating Drivers

**Revenue Defensibility:** 'aa' Solid Rate Flexibility; Very Strong Service Area. The district's bond has the legal ability to set rates, and rates are affordable for a significant majority of the population (nearly 80%). Management expects continued significant rate increases over the next several years, consistent with the district's board-approved 2023 financial strategy, to support the CAP. All system revenues are derived from its monopolistic business line. The service area benefits from above-average incomes and below-average unemployment in the Portland MSA.

**Operating Risk:** 'aa' Very Low Cost Burden; Reaching Peak of Capital Cycle. The operating cost burden is low but has been on an upward trend over the past five years. The low life cycle ratio indicates moderate investment needs. Capital spending will increase considerably in the coming years to complete the district's new water supply project, resulting in a relatively stable to declining life cycle ratio.



#### Ratings

Long-Term Issuer Default Rating AA+

#### New Issue

\$73,000,000 Water Revenue Bonds, Series 2023 AA+

#### Outstanding Debt

WIFIA Loan AA+

#### Rating Outlook

Stable

#### Analyst

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 Your Rating  
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 info@fitchratings.com

# Cross-Walk of Bond Ratings

Description	Rating Agency			Note
	Standard & Poor's	Moody's	Fitch	
Extremely strong capacity	AAA	Aaa	AAA	
Very strong capacity	AA+	Aa1	AA+	
Very strong capacity	AA	Aa2	AA	
Very strong capacity	AA-	Aa3	AA-	
Strong capacity	A+	A1	A+	
Strong capacity	A	A2	A	
Strong capacity	A-	A3		
Adequate capacity	BBB+	Baa1	BBB+	
Adequate capacity	BBB	Baa2	BBB	
Adequate capacity	BBB-	Baa3	BBB-	Lowest investment grade
Less vulnerable	BB+	Ba1	BB+	Highest speculative grade
Less vulnerable	BB	Ba2	BB	
Less vulnerable	BB-	Ba3	BB-	
More Vulnerable	B+	B1	B+	
More Vulnerable	B	B2	B	
More Vulnerable	B-	B3	B-	
Currently vulnerable	CCC+	Caa1	CCC+	
Currently vulnerable	CCC	Caa2	CCC	
Currently vulnerable	CCC-	Caa3	CCC-	
Currently highly vulnerable	CC	Ca	CC	
Currently highly vulnerable	C	C	C	
Default	D		D	

## Next Steps

### Key Items (Pending morning of May 17<sup>th</sup>)

- Issue parity certificate based on pricing
- Execute Continuing Disclosure Certificate
- Other closing activities for the bond sale on May 31, 2023
- Document reimbursement amount
- Manage investment of bond proceeds



# Discussion, Questions, and Answers

*Update on Bond Sale*

**Board Regular Meeting**

May 17, 2023



Questions, Answers,  
and Discussion







TUALATIN VALLEY  
WATER DISTRICT

# Adjournment





**Report of Meetings Attended**

**Commissioner Jim Duggan**

Date	Meeting or Function	Purpose	\$	Claimed
4/27/2023	TVWD/City of Beaverton Mtg.	Dr. Teodoro/Partnership	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5/03/2023	Wash.Co. Electeds' Town Hall	FY23-24 Budget Priorities	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5/09/2023	TVWD Agenda Planning Mtg.	Meeting w/ Tom & Todd	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5/09/2023	TVWD Budget Workshop #2	Materials & Services	-	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5/17/2023	TVWD Board Meeting	Regular Monthly Mtg.	50	<input checked="" 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

**\$200.00 OK to pay- SK**





**Report of Meetings Attended**

**Commissioner** Fisher

Date	Meeting or Function	Purpose	\$	Claimed
4/27	Joint TVWD/BEV Meeting	To discuss mutual concerns and hear from Manny Teodoro.	50	<input type="checkbox"/> Yes <input type="checkbox"/> No
5/5	Salem Lobby Trip	Testify before Capitol Construction Com.	50	<input type="checkbox"/> Yes <input type="checkbox"/> No
5/9	Budget Workshop 2	To learn about TVWD budget	50	<input type="checkbox"/> Yes <input type="checkbox"/> No
5/15	Wash.Co. Public Affairs Forum	Hear presentation about WWSS	50	<input type="checkbox"/> Yes <input type="checkbox"/> No
5/17	TVWD Board Meeting	Regular board meeting	50	<input type="checkbox"/> Yes <input type="checkbox"/> No
5/3	Wash.Co. Budget Presentation	To hear updates about county budget and impacts to local communities.	50	<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

\$300.00 OK to pay CEAF- SK





**Report of Meetings Attended**

Commissioner Lisac

Date	Meeting or Function	Purpose	\$	Claimed
4/27/2023	Joint Meeting with Beaverton	Affordability discussion and presentation by Dr. Teodoro	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5/9/2023	Budget Committee Workshop #2	Operating budget proposals and department/program presentations	0	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5/17/2023	TVWD Board Meeting & Executive Session	May Board meeting	50	<input checked="" 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

\$100.00 OK to pay - SK



**From:** [Todd Sanders](#)  
**To:** [Sam Kaufmann](#)  
**Subject:** Re: May meetings addended approval  
**Date:** Wednesday, May 24, 2023 4:15:10 PM  
**Attachments:** 2 sm\_fb\_873ac953-8b59-4ccc-8d7c-a4dc8743f7bc.png  
2 sm\_linkedin\_191597d1-7657-4790-8086-7ffbeb62cff1.png  
2 sm\_twitter\_bae535d1-a0a8-4fab-8f42-2f77b3142868.png  
2 sm\_youtube\_19a32018-dd29-4827-8d52-0ac376d85694.png  
new\_nextdoor\_logo36px(002)blue\_be1e9d64-a878-4c1e-975a-1b7d7ff12e00.png  
2 sm\_fb\_873ac953-8b59-4ccc-8d7c-a4dc8743f7bc.png  
2 sm\_linkedin\_191597d1-7657-4790-8086-7ffbeb62cff1.png  
2 sm\_twitter\_bae535d1-a0a8-4fab-8f42-2f77b3142868.png  
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new\_nextdoor\_logo36px(002)blue\_be1e9d64-a878-4c1e-975a-1b7d7ff12e00.png

---

I approve the May 2023 Meetings Attended Forms for Commissioners Doane, Duggan, Fisher and Lisac.

**Todd Sanders**  
TVWD Commissioner  
[Todd.Sanders@tvwd.org](mailto:Todd.Sanders@tvwd.org)



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

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**From:** Sam Kaufmann <Sam.Kaufmann@tvwd.org>  
**Sent:** Tuesday, May 23, 2023 4:33 PM  
**To:** Todd Sanders <Todd.Sanders@tvwd.org>  
**Subject:** May meetings addended approval

Hi Todd,

Do you approve of the attached meetings attended forms for Commissioners Doane, Duggan, Fisher and Lisac?

Thanks,

**Sam Kaufmann**  
District Recorder  
[Sam.Kaufmann@tvwd.org](mailto:Sam.Kaufmann@tvwd.org)



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**Report of Meetings Attended**

Commissioner Sanders

Date	Meeting or Function	Purpose	\$	Claimed
4/24/23	Tom Hickman/ CFM	Lobbying Updates	50	X Yes <input type="checkbox"/> No
4/27/23	Joint TVWD/Beaverton meeting	Meeting with City of Beaverton Council	50	X Yes <input type="checkbox"/> No
4/28/23	Emails to Beaverton City Council	Communication with City Council	50	X Yes <input type="checkbox"/> No
5/1/23	Tom Hickman/ CFM	Lobbying Updates	50	X Yes <input type="checkbox"/> No
5/3/23	Practice Presentation for Testify	Testify for Capital Construction Lottery appropriations	50	X Yes <input type="checkbox"/> No
5/4/23	Practice Presentation for Testify	Testify for Capital Construction Lottery appropriations	50	X Yes <input type="checkbox"/> No
5/5/23	Presentation in Salem	Testify at Capital Construction Committee Meeting	50	X Yes <input type="checkbox"/> No
5/8/23	Tom Hickman	Updates on Lobbying	50	X Yes <input type="checkbox"/> No
5/9/23	Agenda Setting meeting	Set 3/17 meeting agenda	50	X Yes <input type="checkbox"/> No
5/9/23	Budget Committee	Meeting #2	0	Yes <input type="checkbox"/> No
5/15/23	CFM	Update on OR legislature	50	X Yes <input type="checkbox"/> No
3/17/23	Monthly Meeting	RAC & other items	50	X Yes <input type="checkbox"/> No

\$550.00 OK to pay SK

**From:** [Jim Doane](#)  
**To:** [Sam Kaufmann](#)  
**Cc:** [Todd Sanders](#); [Jim Doane](#)  
**Subject:** RE: May meeting attended approval  
**Date:** Tuesday, May 23, 2023 5:21:56 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
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[image008.png](#)  
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[new\\_nextdoor\\_logo36px\(002\)blue\\_be1e9d64-a878-4c1e-975a-1b7d7ff12e00.png](#)

---

I approve.

Jim Doane

**Jim Doane**  
TVWD Commissioner  
[jim.doane@tvwd.org](mailto:jim.doane@tvwd.org)



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

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---

**From:** Sam Kaufmann <[Sam.Kaufmann@tvwd.org](mailto:Sam.Kaufmann@tvwd.org)>  
**Sent:** Tuesday, May 23, 2023 4:33 PM  
**To:** Jim Doane <[jim.doane@tvwd.org](mailto:jim.doane@tvwd.org)>  
**Subject:** May meeting attended approval

Hi Jim,

Do you approve of the attached meetings attended sheet for Commissioner Sanders?

Thanks,

**Sam Kaufmann**  
District Recorder  
[Sam.Kaufmann@tvwd.org](mailto:Sam.Kaufmann@tvwd.org)



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





**TUALATIN VALLEY**  
WATER DISTRICT

# Board Work Session Minutes

June 6, 2023

## **WORK SESSION – 6:03 PM**

### **CALL TO ORDER**

Commissioners Present: Jim Duggan, PE; Carl Fisher; Elliot Lisac; Todd Sanders, Jim Doane, PE

Staff Present: Tom Hickmann, Chief Executive Officer; Paul Matthews, Chief Financial Officer; Joelle Bennett, PE, Water Supply Program Assistant Director; Clark Balfour, General Counsel; Andrew Carlstrom, Customer Service Manager; Andrea Watson, Communications and Public Affairs Supervisor; Peter Boone, Chief Operating Officer; Kylie Bayer, Human Resources Director; Sam Kaufmann, District Recorder

### **ANNOUNCEMENTS**

Tom Hickmann described his recent conversations with the West Slope Water District (WSWD). Mr. Hickmann mentioned the WSWD Board asked their General Manager to reach out to him to begin preliminary discussions on a potential merger.

Tom Hickmann asked the board if they are interested in returning to a hybrid Board meeting format and requested the removal of outdated furniture from the Board room. The Board was OK with the removal of the outdated furniture but agreed there were some technical issues with the hybrid meeting format that need to be addressed.

The board agreed to cancel the July 4 work session.

### **DISCUSSION ITEMS**

A. Monthly Billing and Advanced Metering Infrastructure Staff Report – Andrew Carlstrom

Andrew Carlstrom presented his report on Monthly Billing and Advanced Metering Infrastructure.

B. Update to the District's Financial Management Policies Staff Report – Paul Matthews

Paul Matthews presented his update on the district's financial management policies.

C. Willamette Water Supply System Commission Update. Staff Report – Joelle Bennett, P.E.

Joelle Bennett presented the Willamette Water Supply System Commission Update.

## ADJOURNMENT

There being no further business, President Sanders adjourned the meeting at 7:49 p.m.

---

Todd Sanders, President

---

Jim Doane, Secretary



# BE SURE TO MUTE AND UNMUTE

Please remember to unmute whenever you are speaking and mute yourself when you are done during the work session this evening.

# PROPOSED BOARD ROOM CONFIGURATION

## Updates for In Person Board Meetings

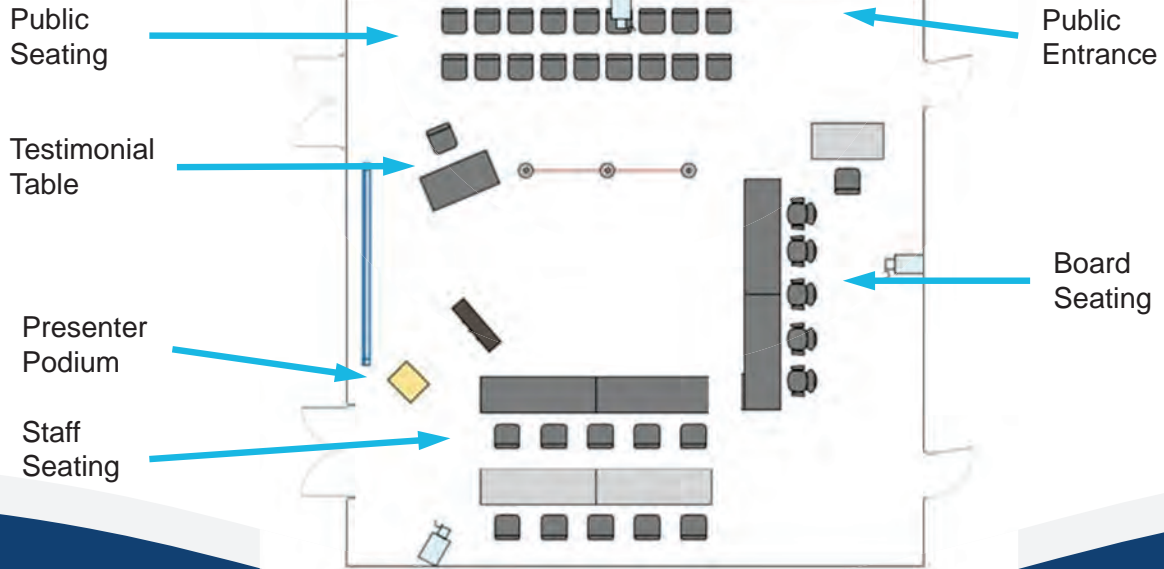
### Goals:

- Provide the Board with the best possible audio and visual experience
- Streamline set up process and better use the multi-purpose space
- Meet Oregon State participation requirements (Hybrid access)

### Proposed Changes:

- Orient the Board to face the big screen
- Use multi-use tables with covers instead of old wooden desks

# PROPOSED LAYOUT



# ENTRY AND BOARD VIEW



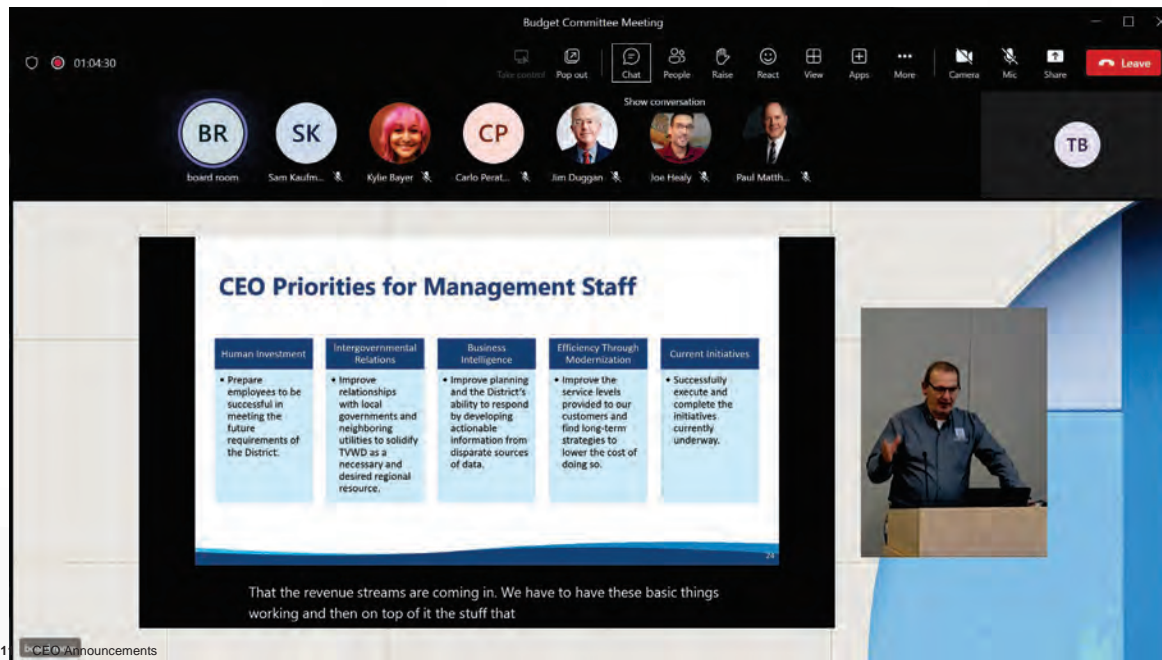
# BOARD SEATING



# PUBLIC AND TESTIMONIAL SEATING



# ONLINE PARTICIPANT VIEW



## JULY 4 WORK SESSION

Due to the Fourth of July holiday, staff recommend canceling the July 4<sup>th</sup> work session.

# BOARD COMMUNICATIONS LOG

There was one update to the Board Communications Log this month. Notes from the April 10<sup>th</sup> Finance Committee meeting were transmitted to Commissioners.

## Discussion Items





# Modernization: CIS, Monthly Billing, Advanced Metering Infrastructure (AMI)

*June 6, 2023 Board Work Session*

Andrew Carlstrom  
TVWD Customer Service Manager



## CIS, Monthly Billing

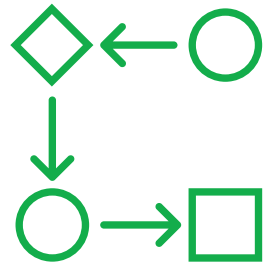




## Customer Information System (CIS) Update

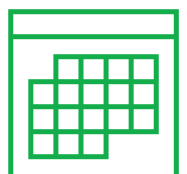
- **Underway: Now**
  - CIS “normalization” – continued operational adaptation to CIS
  - Ongoing operations governance\*, “Phase 2” prioritization
  - Resumption of collections activities underway

\*TVWD has transitioned to ongoing operations governance with partner Clean Water Services and vendor Open International (required by CIS contract). Three Teams: Executive, Oversight, Service Delivery.



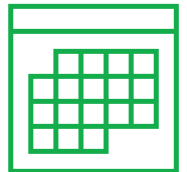
## Monthly Billing

- **Current State – TVWD + Joint TVWD/CWS Residential Customers**
  - Bimonthly reading + billing
- **Rate Advisory Committee Recommendation**
  - Monthly billing recommended by first RAC (2017)
  - TVWD deferred until new CIS implemented
  - TVWD, CWS determined to keep out of CIS go-live scope
- **Monthly Billing Considerations**
  - Range of monthly billing approaches to achieve;
  - Interim versus long-term solutions
  - TVWD, CWS assessed options, determined to implement an initial monthly billing pilot now, led by TVWD project manager
  - Longer-term: AMI will provide consumption data monthly billing
  - Pilot work will contribute to roadmap for scaling monthly billing



## Monthly Billing Pilot

- **Address affordability**
  - Provide pilot project customers monthly billing frequency, a recommendation of the first Rate Advisory Committee
- **Critical contribution in development of roadmap for scaling monthly billing to all TVWD/CWS residential customers**
  - With meter data from Advanced Metering Infrastructure
- **Key elements for residential monthly billing pilot project**
  - Define > Plan > Execute (current phase) > Close
  - Discrete pilot area – within current reading/billing cycle (570 customers)
  - Selection included criteria of <50% median income (ARPA qualified)
  - Operational cutover in August 2023
  - First bills generated September 2023



## Advanced Metering Infrastructure (AMI)



## Advanced Metering Infrastructure (AMI)

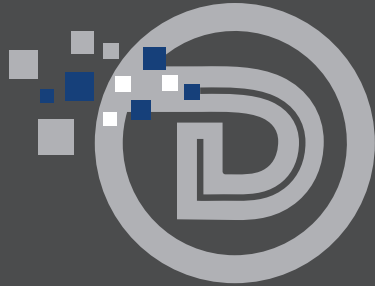
- **Priority District Initiative for 2023 – 2025 Biennium**
  - Included in approved TVWD budget as recommended by Budget Committee
  - Large capital project with significant customer and operational impacts
  - Project is component of TVWD's meter-to-cash modernization
  - Like CIS, will rely on both external expertise and internal staff engagement
  - Projected implementation timeline to include 2023 -2025 and 2025-2027 biennia
  - Initiative will rely on TVWD funding, federal grant, CWS contribution



## Advanced Metering Infrastructure (AMI)

- **AMI Phases**
  - Business case (current phase)
  - Procurements
  - Start up
  - Proof of concept
  - Installation and deployment
- **Presentation at June 6 Work Session**
  - TVWD consultant for AMI design phase, Diameter Services
  - Consultant also working with Portland Water Bureau on City AMI project





## TVWD

### Board Work Session

Design and Implementation Support For  
the District's Advanced Metering  
Infrastructure Project

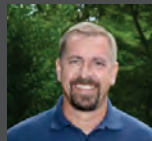
Diameter Services  
Committee of the Whole  
June 6, 2023

## Background

### Introduction:



Steve Carper  
Conservation  
Technician / Project Manager



Joel Carty,  
President &  
Principal Consultant



### Goals of the Project:

- Tualatin Valley Water District (TVWD/District) plans to implement Advanced Metering Infrastructure (AMI) Project as part of its long-term goal of water supply reliability and efficient water management.

### Background:

- ~60,000 water meters
- Currently Read manually
- Residential customer billed bi-monthly
- Commercial customers are billed monthly

### Purpose:

- Communicate the benefits and costs of Implementing AMI across all water customers

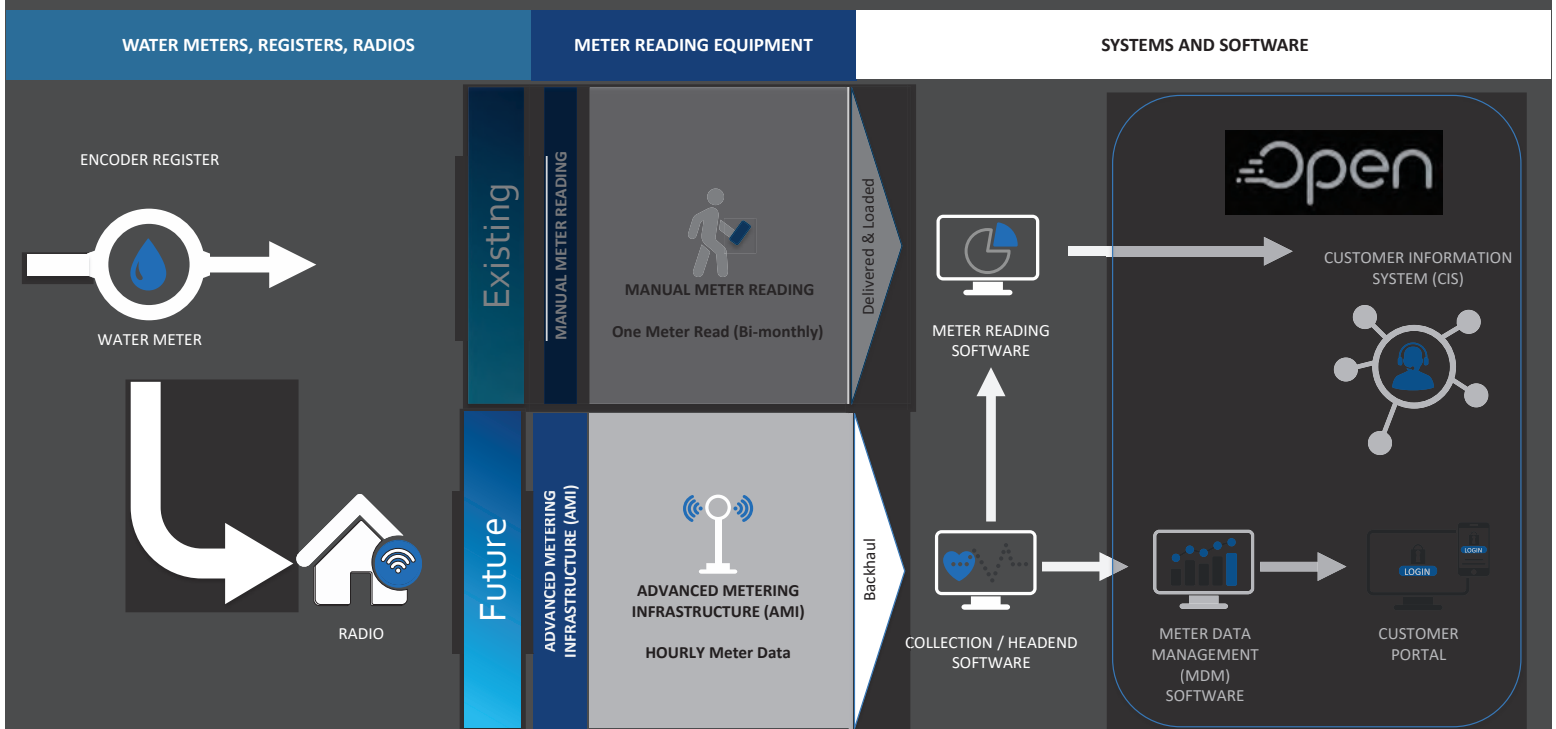


## Recommendations :

- Implementation of an Advanced Metering Technology (AMI) and Water Meter Replacement Project at a cost of ~ \$26,312,000
  - Funding the project through EPA grants, Clean Water Agency, and TVWD rate payers.
- Implement the project over an accelerated schedule (36 months implementation) to maximize economies of scale, deliver consistent customer service levels, avoid technology changes over time and achieve the business drivers identified.



## Technology Overview

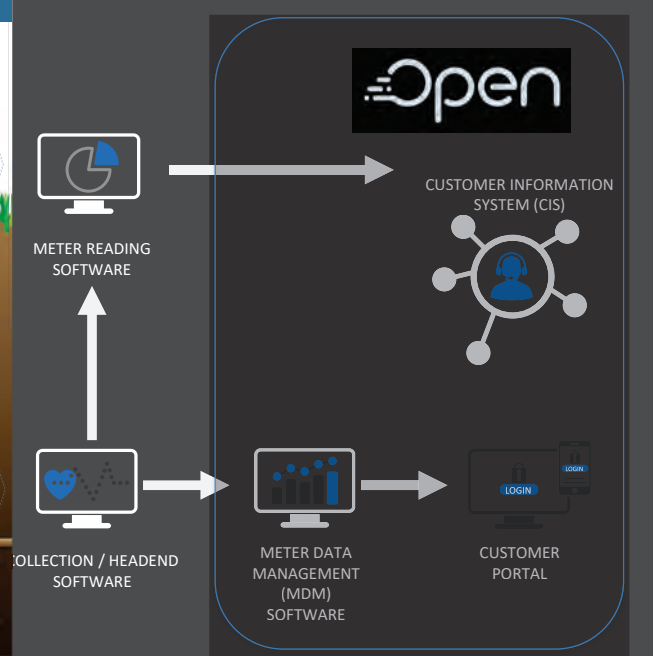
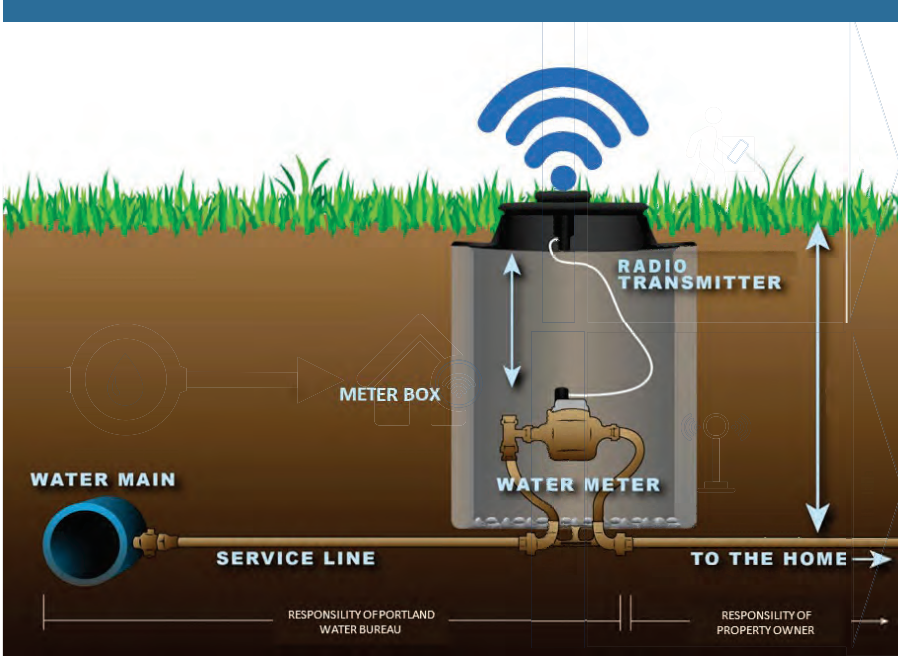


# Technology Overview

WATER METERS, REGISTERS, RADIOS

METER READING EQUIPMENT

SYSTEMS AND SOFTWARE

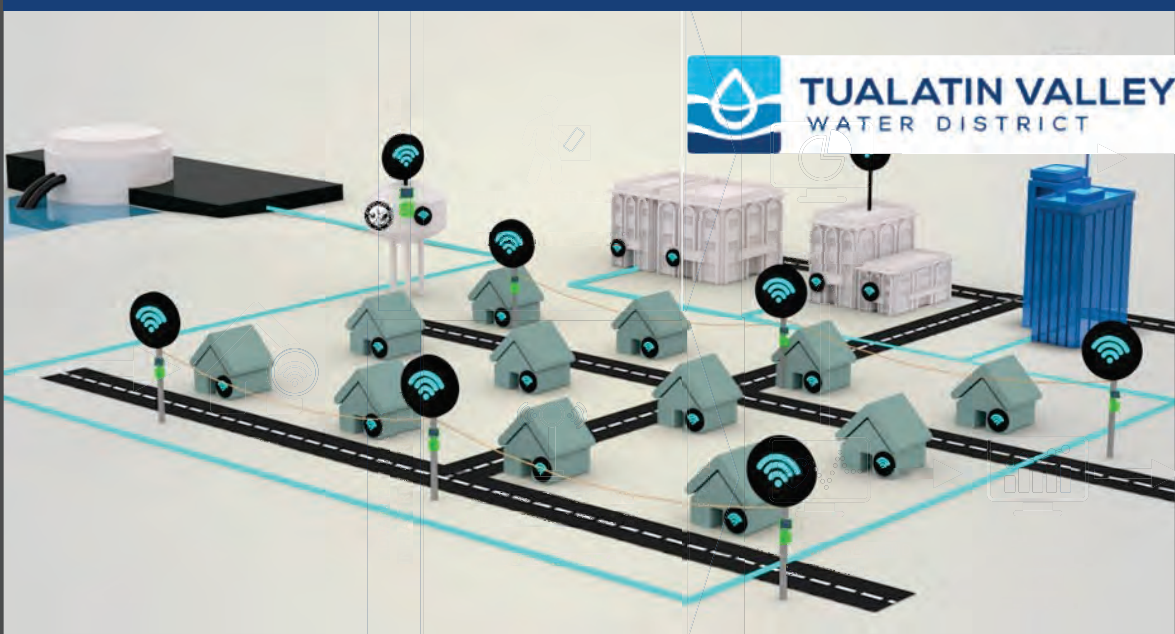


# Technology Overview

WATER METERS, REGISTERS, RADIOS

METER READING EQUIPMENT

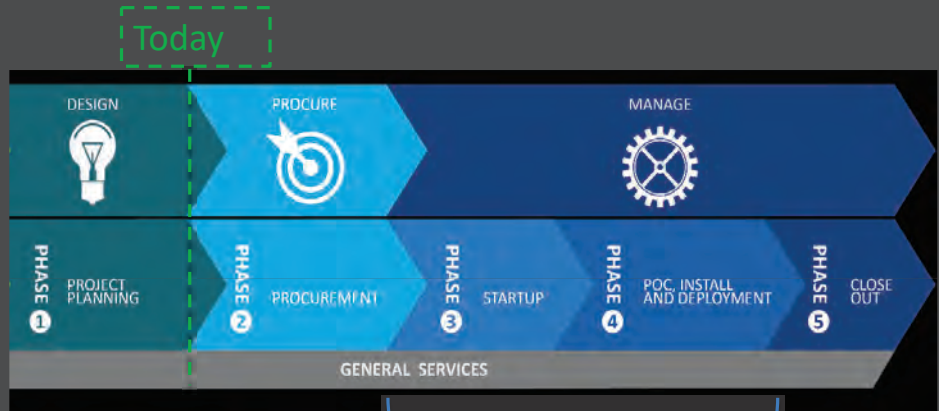
SYSTEMS AND SOFTWARE



## Phase 1

Provides the Right Foundation for the Next Project Phases

- Proven Approach
- End of Phase 1
- 14 tasks complete
- Solid Foundation



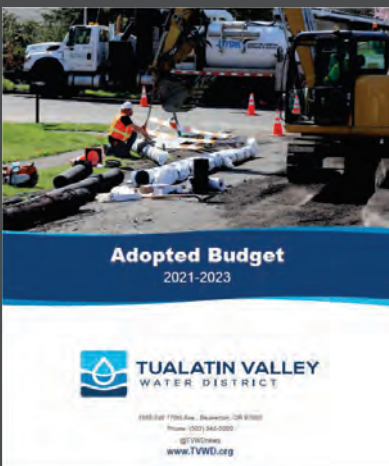
Bureau of Reclamation:  
Funding Required to  
Implementation in 36 months



## AMI Project Aligns with TVWD Strategic Plan

AMI supports:

1. TVWD's five major adopted themes
2. Four of Six TVWD Initiatives

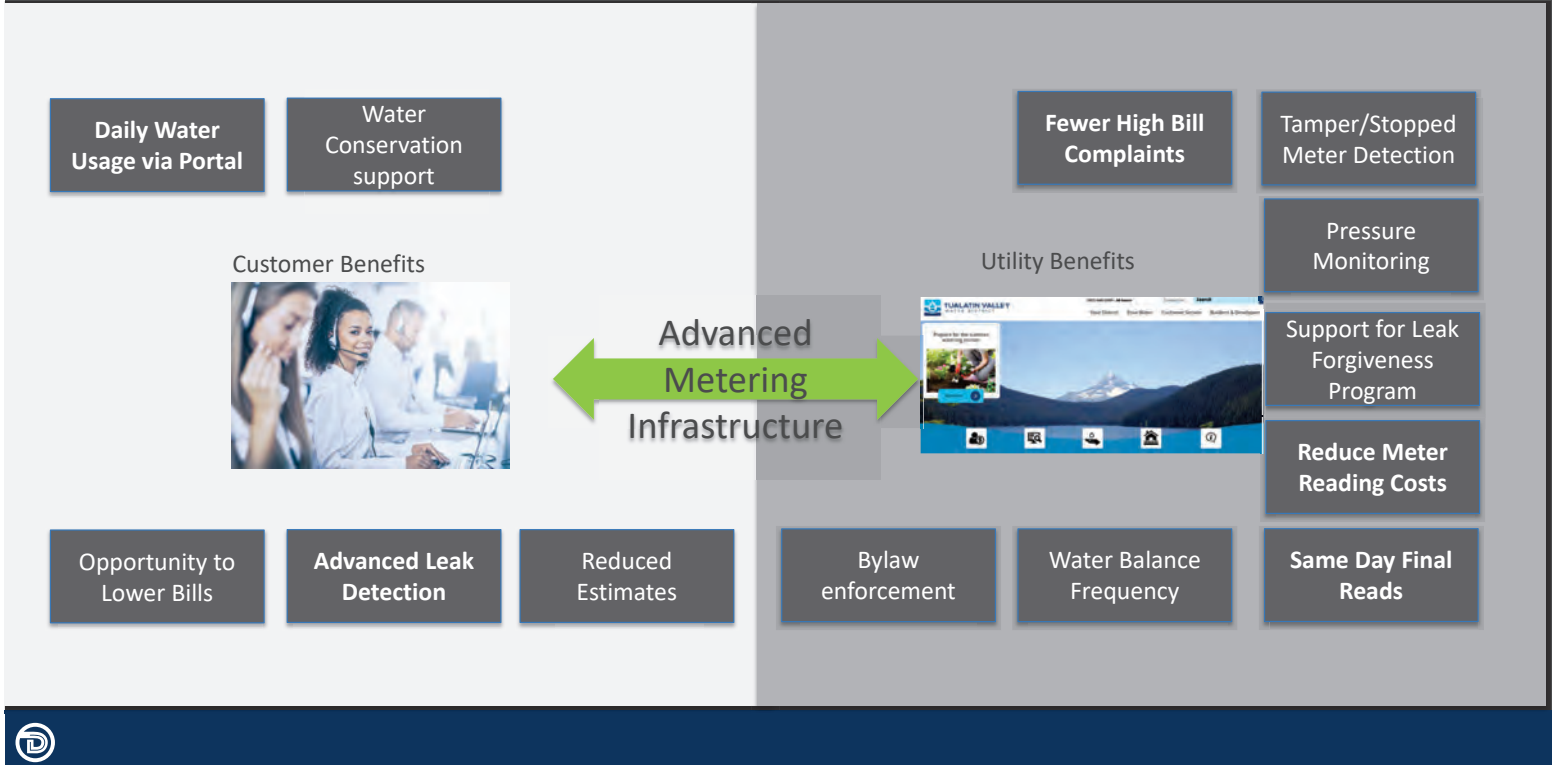


Major Themes
1. Human Investment
2. Intergovernmental Relations
3. Business Intelligence
4. Efficiency through modernization
5. Current Initiatives

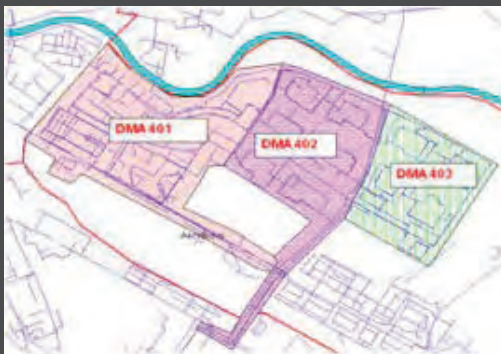
Initiative
Initiative 1: Mission, Vision, and Values
Initiative 2: Classification and Compensation Study
Initiative 3: Governmental Affairs
Initiative 4: Business Decisions Data
Initiative 5: Modernization
Initiative 6: Complete Existing Initiatives



# The Project Benefits both the Utility and the Customer



## AMI Benefits Distribution System Management



- An Advanced Metering Infrastructure Enables:
  - Enhanced hydraulic modelling capabilities
    - Proper Sizing of Infrastructure by understanding Consumption Demand
  - A better understanding of Distribution System Leaks
  - Backflow Detection
  - Collection of Pressure Data



## Customers Benefit with Better Data



- Leak avoidance / Leak Forgiveness mitigation
  - Tap Drip Saves 382 Gallons per period of \$5
  - Medium sized tap leak would be cost 3800 gallon or \$500 per bill period. See the video
  - Leaky toilet (small leak) = 1,800 gallons bi-monthly whereas a large leak can use 240,000 gallons bi-monthly
- Early detection through leak notifications



## Customers Benefit with Better Data



- Leak avoidance / Leak Forgiveness mitigation
  - Leaky toilet (small leak) = Toilet is left running



- Result: 22,344 Gallons per month resulting in \$568 / billing period



## Customers Benefit with Better Data



- Better data to answer customer inquiries / provide data via portal
- Proactive Notifications – i.e. High Consumption
- Daily collection of data enables District to implement monthly billing
- Fewer Estimated Water Bills



## Conservation Initiatives Benefit from Implementation of AMI



- Data enables the Effectiveness of Conservation Programs to be Measured
  - Allows a targeted approach to both conservation messages and incentives
- By-Law Enforcement (Watering Ban Enforcement)
- Reduced non-revenue water reduces burden on water plan (chemicals and energy)
- Reducing vehicle usage reduces GHG emissions
  - No driving to collect meter reads
  - Elimination of truck rolls to ensure water remains off



# AMI Provides Benefit to Clean Water Services



- Sewage usage charge is volumetric
  - Improved Reading and Accuracy directly impacts CWS' revenue
- Granular data enables better Capital planning of treatment facilities
- Comparing Consumption data with Sanitary Sewer Flow gives indication of Inflows and Infiltration
  - Limiting I&I benefits treatment capacity requirements and energy usage



## Capital Cost Summary

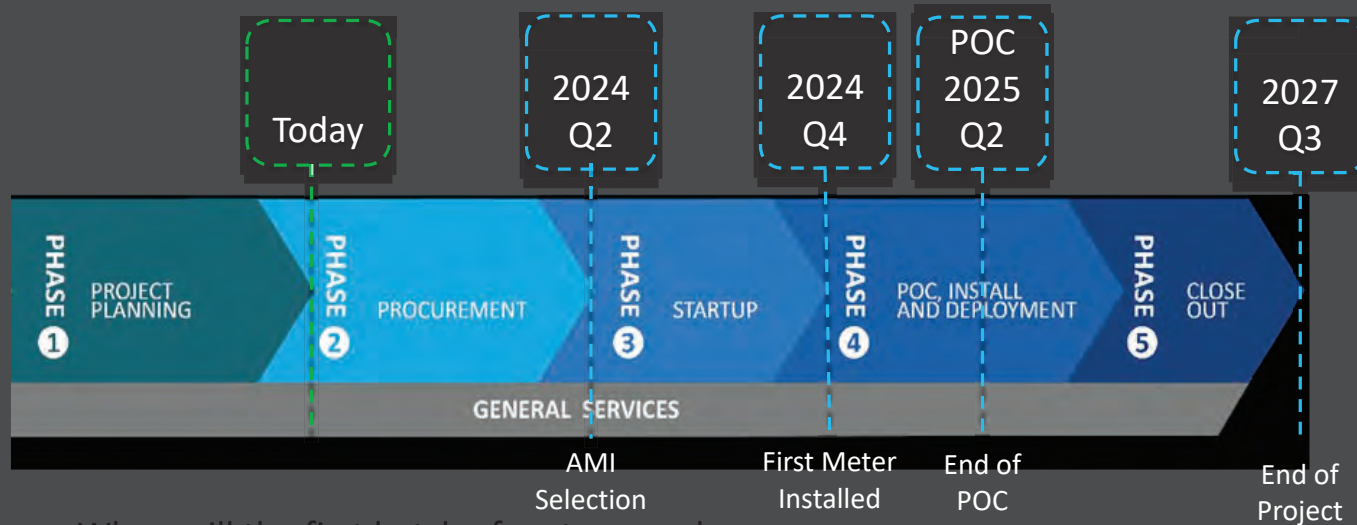
### AMI project costs

- Several interdependent elements exist in an AMI project
- Technology options will be open and selected during procurement
- Budget is higher to allow for contingency and inflationary pressures

Assumption	Project Estimate
Installation	\$9,258,700
Meter Supply	\$5,589,069
AMI Supply	\$6,574,187
(Internal) Project Support	\$1,273,235
Project Support – Consulting	\$2,901,450
Contingency 0.1	\$715,380
<b>Total</b>	<b>\$26,312,021.00</b>



## Project Timeline and Customer Communications

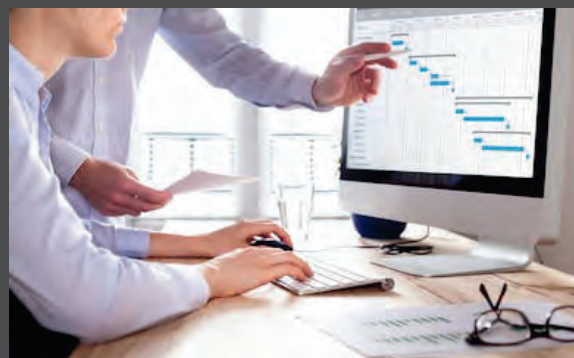


When will the first batch of meters send signal?



## Next Steps

- June 21<sup>st</sup>, 2023 – TVWD Board – Budget Adoption
- July 1, 2023– Procurement Begins
- Regular Board Updates
- Q3-Q4 2027 – Project Complete





## CONTACTS

Steve Carper

Conservation Technician /

Project Manager

Tualatin Valley Water District

Email: [steve.carper@tvwd.com](mailto:steve.carper@tvwd.com)

Mobile: 503.848.3064

Joel Carty

Principal Consultant

Diameter Services

Email: [jcarty@diameterservices.com](mailto:jcarty@diameterservices.com)

Mobile: 416.305.3409



# Update to District's Financial Management Policies

*Board Work Session*

Paul Matthews, Chief Financial Officer

June 6, 2023

## Overview of Presentation

### Tonight's Presentation

- Purpose of the District's Financial Management Policies
- Proposed New Policies
- Proposed Updates to Existing Policies
- Next steps

## Proposed Changes

### New Policies

- Accepting Grants
- Entering into Leases
- Reporting of Other Commitments and Impairments
- Disclosing Financial Information
- Recording of Time
- Administering Procurement Cards

### Updates to Existing Policies

- Debt

## Purpose of the District's Financial Management Policies

### GFOA's Best Practices

1. Institutionalize good financial management practices.
2. Clarify and crystallize strategic intent for financial management.
3. Define boundaries.
4. Support good bond ratings and thereby reduce the cost of borrowing.
5. Promote long-term and strategic thinking.
6. Manage risks to financial condition.
7. Comply with established public management best practices.

## Grants

### Purpose/Objective

- Ensure compliance is planned from the onset
- Facilitate compliance with *Uniform Guidance*
- Provide point of coordination to facilitate successful acquisition of grants

### Key Requirements

- Pre-application approval process
- Ongoing grant award management/reporting process
- Post-grant closeout requirements
- CFO to issue *Grant Administration Manual* to implement policy objectives

## Leases

### Purpose/Objective

- Ensure compliance with Government Accounting Standards Board requirements
- Assist staff in recognizing leases and other commitments
- Provide specific requirements to ensure the District's business needs are met

### Key Requirements

- Evaluation of contracts, agreements, and other commitments in advance to determine impact on the District's lease reporting requirements
- Provide method of determining the applicable interest rate to be used in valuing leases
- Provide method of determining materiality for leases
- Requires the Chief Financial Officer to issue and maintain a *Lease Accounting Manual*

## Reporting Other Commitments and Impairments

### Purpose/Objective

- Ensure compliance with Government Accounting Standards Board requirements
- Assist staff in recognizing leases and other commitments
- Provide specific requirements to ensure the District's business needs are met
- Comply with requirements of the District's *Continuing Disclosure Certificate for the Water Revenue Bonds, Series 2023*

### Key Requirements

- Requires the reporting of other commitments and/or impairments to the Chief Financial Officer



## Disclosing Financial Information

### Purpose/Objective

- Reduce the risk that inaccurate financial information is disseminated to the public
- Increase the consistency of the financial information disseminated to the public
- Addresses concerns of publicly offered debt

### Key Requirements

- Centralizes the approval of the release of financial information with the District's Chief Financial Officer
- Included as part of the District's overall *Financial Reporting* policies

## Recording of Time

### Purpose/Objective

- Provide consistency in time reporting for the various District needs
- Allows employees to better understand how their time reporting impacts the District's other activities
- Improves likely compliance requirements for future grants, with *Uniform Guidance*, and the District's *Indirect Cost Allocation Plan*

### Key Requirements

- Provides general requirements on how and when to record time
- Includes attestation requirements
- Identifies internal review and approval requirements

## Procurement Cards

### Purpose/Objective

- Provide standards for the administration of the District's Procurement Card program
- Delineate responsibilities of the Procurement Card Administrator, cardholder, and supervisors
- Establish accounting standards for purchases

### Key Requirements

- Provides administrative requirements for the District's Procurement Card program
- Ensures cardholders and supervisors have adequate information to manage their responsibilities for the District's Procurement Card system.
- Aligns District's policies with the state and federal rules, regulations, and laws

## Update to Debt Policies

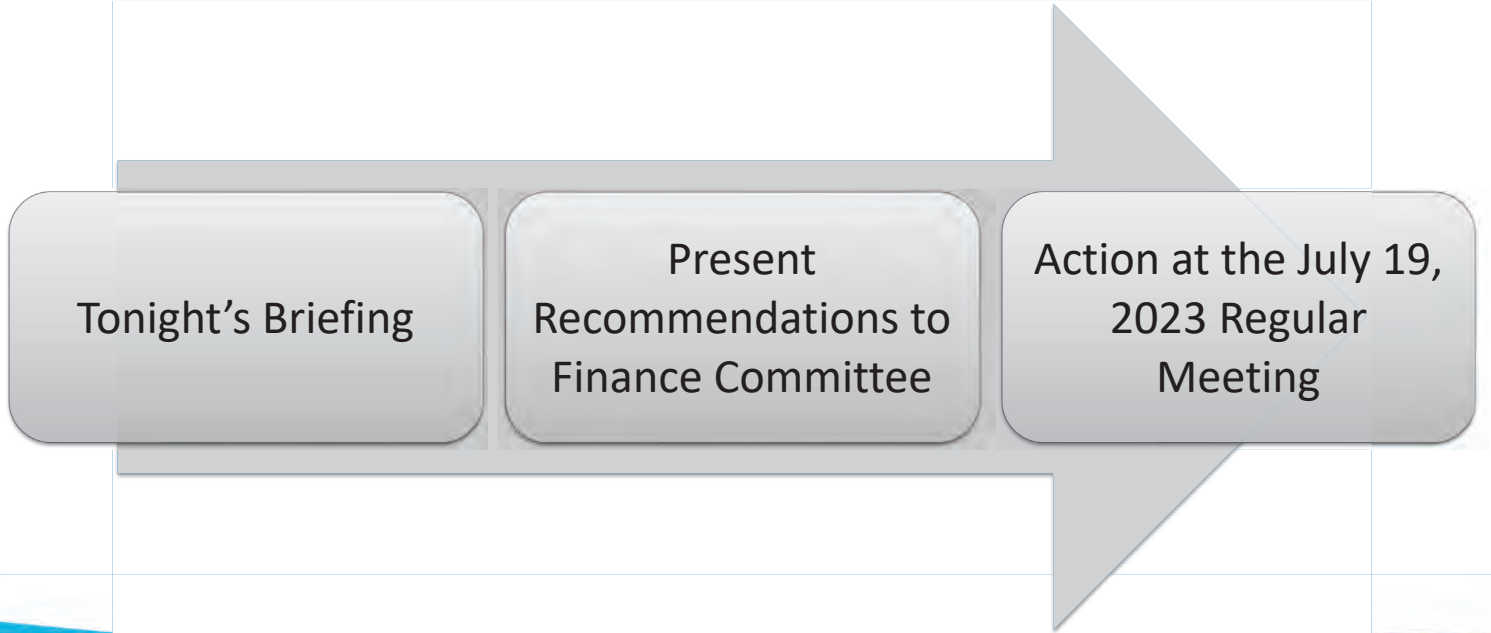
### Purpose/Objective

- Provide guidance on the issuance, structure, and management of the District's short-term and long-term debt
- Ensures the District's activities related to debt are consistent with its ability to repay
- Aligns the District's financial obligations with existing legal, economic, financial and market conditions

### Key Requirements

- No new requirements
- Clarification on the retention of a *Rebate Service Provider*
- Update existing requirements to modernize the policies

## Proposed Next Steps



## Questions and Answers

*Update to District's Financial Management Policies*

Board Work Session

June 6, 2023

# Willamette Water Supply System Commission Update

TVWD Board Work Session  
June 6, 2023

## Outline



# REVIEW JUNE WWSS COMMISSION BOARD MEETING AGENDA

## Willamette Water Supply System Commission June 1, 2023 Board Meeting Agenda

1. Executive Session
2. General Manager's Report
3. Public Comment
4. Consent Agenda
  - A. Approve the April 6, 2023 meeting minutes
  - B. Adopt the FY2023-24 WWSS Board Meeting Schedule
5. Business Agenda
  - A. Approve WWSP Program and Construction Management Services FY 2024 Annual Work Plan
  - B. Adopt PLM\_1.0 Wilsonville Ground Lease Amendment 2
6. Information Items
  - A. The next Regular Board Meeting scheduled on August 3, 2023

## REVIEW APPROVALS AND PROCUREMENTS FORECAST

Approvals and Procurement Forecast for April – August 2023

### Program Baseline or Related Plans

Description	Program Director	WWSS Management Committee	WWSS Commission Board
Natural Hazard Mitigation Plan	N/A	1/19/2023	4/6/2023

# Approvals and Procurement Forecast for April – August 2023

## Real Estate

Description	Program Director	WWSS Management Committee	WWSS Commission Board
--	--	--	--



# Approvals and Procurement Forecast for April – August 2023

## IGAs, MOUs, Permit Commitments

### City of Sherwood

- DCS\_1.0 Broadband Services IGA (April)

### City of Wilsonville

- Ground Lease for Raw Water Pipeline, Amendment No. 2 (June)



## Approvals and Procurement Forecast for April – August 2023

# Contracts

Title	Goal	Value	Key Dates
--	--	--	--

## Approvals and Procurement Forecast for April – August 2023

# Contract Amendments and Change Orders\*

Title	Goal	Value	Key Dates
Permitting Services Contract	System-wide permitting services for the next year	\$783k	WWSS Board Approval: 4/6/2023
WWSP Program and Construction Management Services FY 2024 Annual Work Plan	Approve scope, staffing, and fee for program and construction management services for FY 2024	\$23.2M	WWSS Board Approval: 6/1/2023

\*having values higher than the Program Director's authority



## Approvals and Procurement Forecast for April – August 2023

# Local Contract Review Board Rule Exemption

Title	WWSS Management Committee Approval	WWSS Board Informational Item	WWSS Board Consider Approval
--	--	--	--

## UPDATE ON WWSP ACTIVITIES

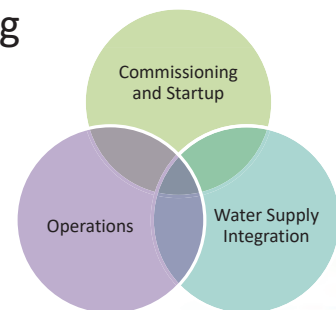
# Key Accomplishments & Focus Areas

- Progressing procurements
  - Executed contract renewal for Permitting with DEA
  - Executed contract amendment with Confluence for Integration Plan Phase 2
  - Developing new task order with Consor for Public Outreach
- Continued operations planning workshops
- Held water supply integration communications workshops
- Project Highlights
  - Completed Tualatin River tunnel – PLM\_4.3
  - Completed 66” waterline installation on PLM\_4.1
  - Completed 48” waterline installation on PLW\_1.2

- Coordinating projects delivery with partners, agencies, and developers
- Constructing projects

Pipelines	PLM_1.3, PLM_4.1, _4.2, _4.3, _4.4, _5.3; PLW_1.2, _1.3; PLW_2.1; MPE/COB_1.1, _1.2, _1.3
Facilities	WTP_1.0; RWF_1.0; RES_1.0

- Progressing planning



Excludes IGAs/MOUs, ROW, and Permits

# Water Supply Integration Communications

- Comms planning - workshop series
  - Established values and goals
  - Collaborated on audience needs
  - Identified how we want to collaborate as Partners
  - Reviewed recommended strategies (approaches, needs, schedule)

## Example:

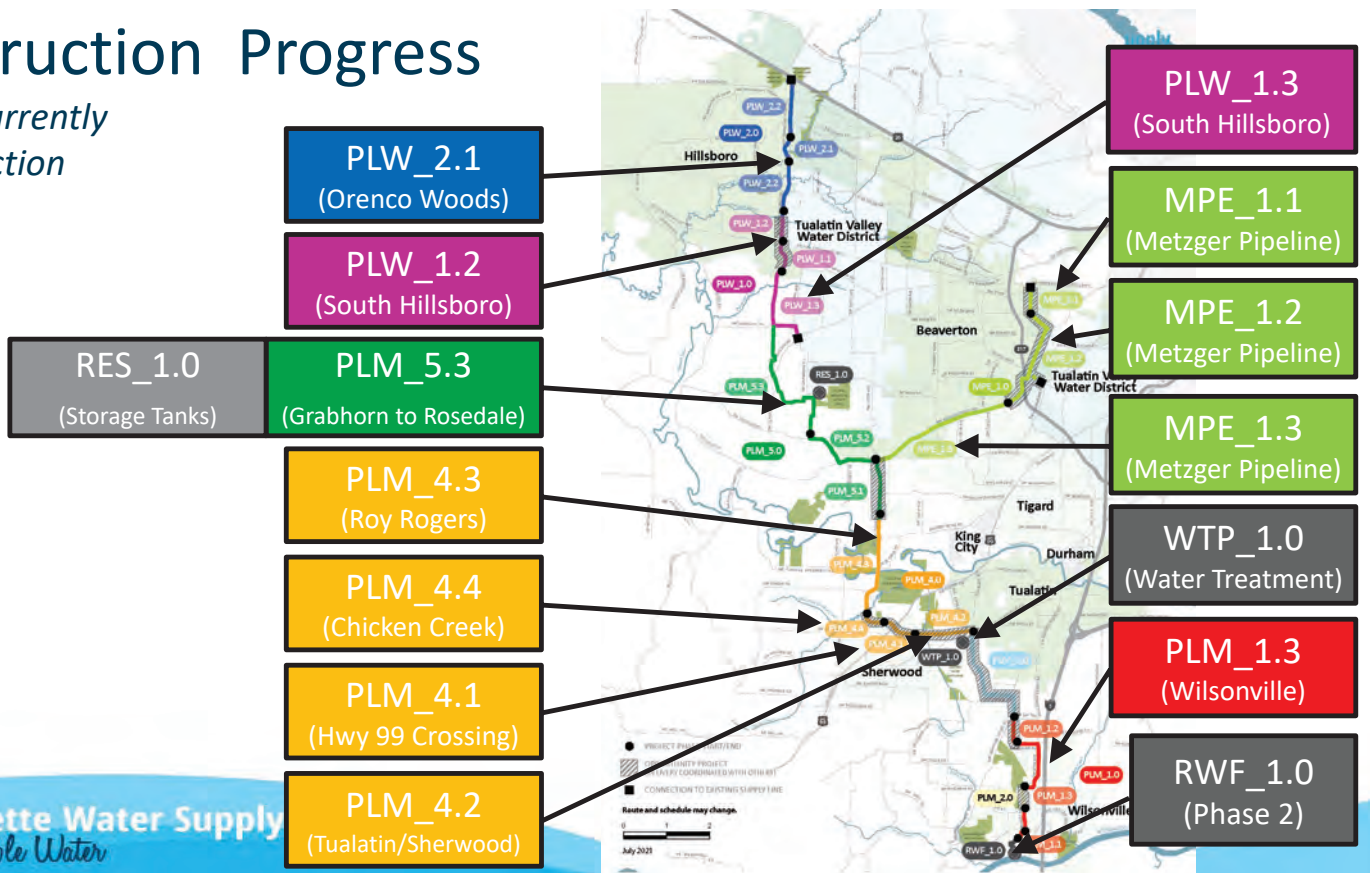
What do we want Sensitive Populations to:



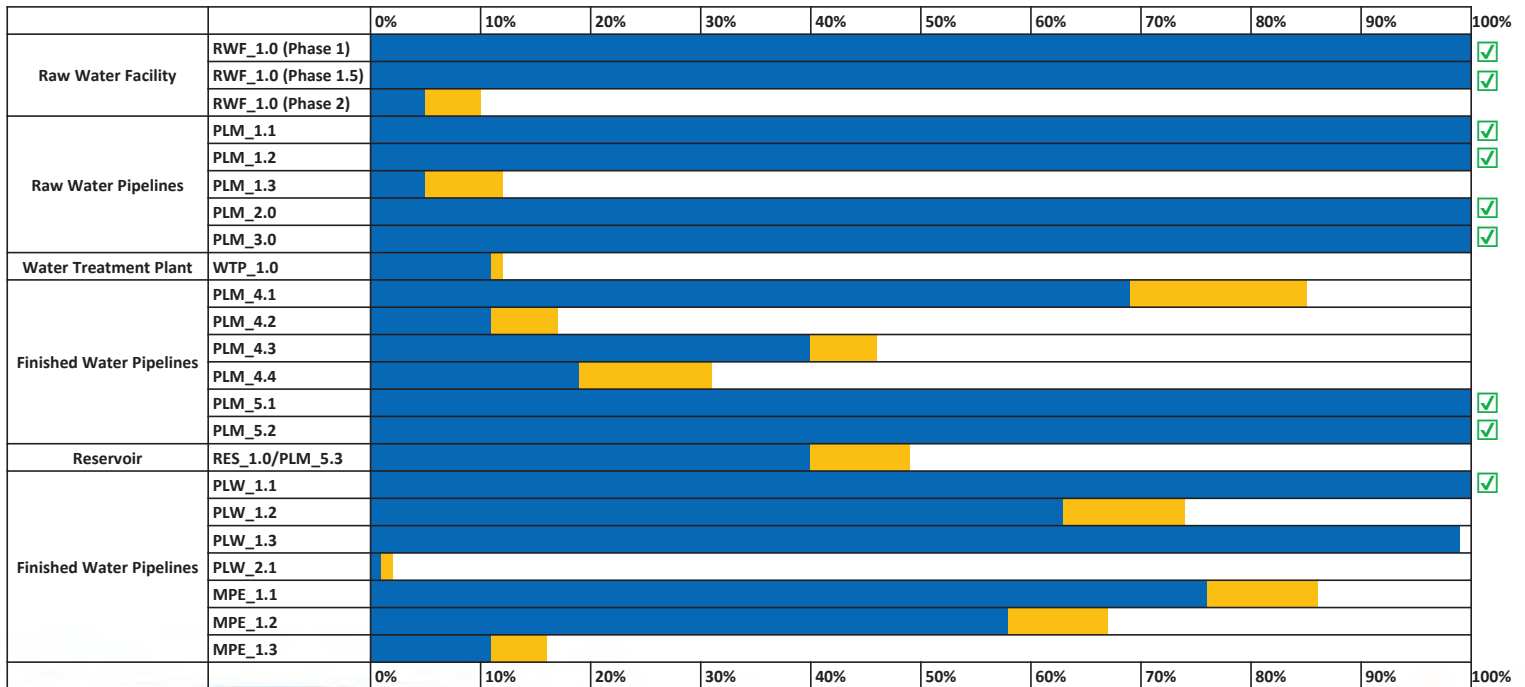
# WWSP CONSTRUCTION UPDATES

## Construction Progress

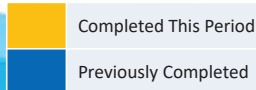
Projects currently in construction



# Estimated Construction Physical Percent Complete



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Estimate is an opinion based on (1) actual costs paid, (2) pay applications in development, and (3) field staff observations. Refer to published reports for fully-vetted information.

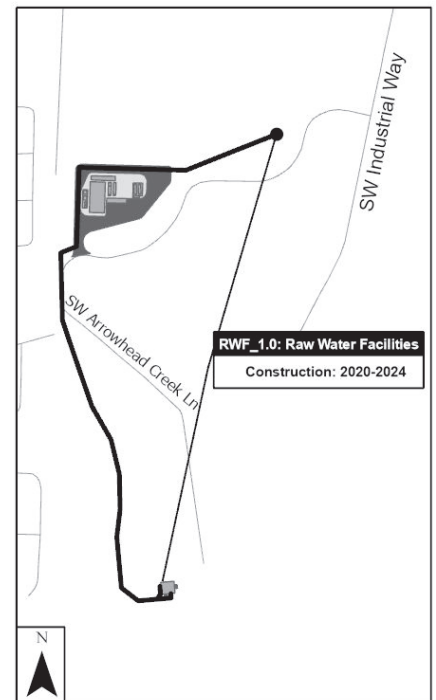
## RWF\_1.0 (GMP-2)

Contractor: Kiewit Infrastructure West Co.

Designer: Black & Veatch

Current and Planned Activities:

- Completed placement of concrete floor slab for the Upper Site Electrical Building (USEB).
- Placed concrete slab for HVAC equipment pad and PGE metering switchgear pad.
- Electrical grounding grid around upper site facilities.
- Constructed concrete masonry unit (CMU)/brick veneer wall architectural mock-up.
- Setting door frames and door opening wood shoring at USEB.
- Preparing to begin CMU wall construction at USEB.



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# Construction Photos – RWF\_GMP-2.0

Lower Site:  
Work Complete



# Construction Photos – RWF\_GMP-2.0

Upper Site: Under-slab  
electrical conduit  
encasement at  
transformer slab, USEB  
slab, and HVAC  
equipment slab.



# Construction Photos – RWF\_GMP-2.0

Upper Site: Setting door bucks at USEB roll-up door openings

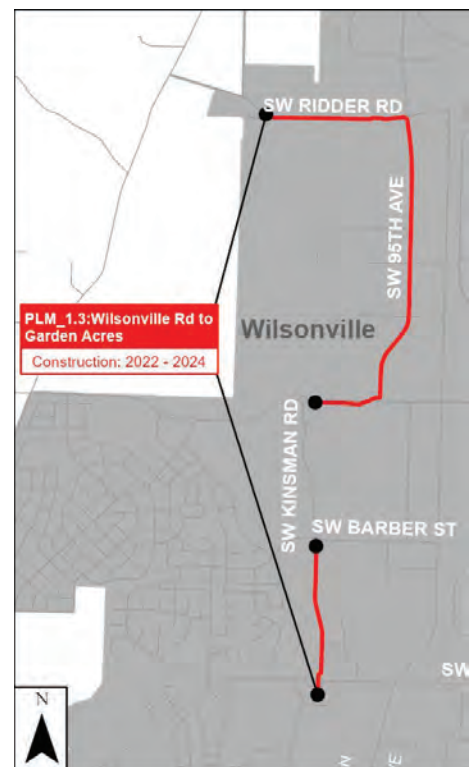


## PLM\_1.3

Contractor: Moore Excavation Inc.  
Designer: HDR

### Current and Planned Activities:

- Tunnel under Wilsonville Road more than 50% complete.
- 66" open cut waterline proceeding on 95<sup>th</sup> Avenue – More than 800 LF (6%) installed.
- Maintaining traffic control and driveway access on 95<sup>th</sup> Avenue.



## Construction Photos - PLM\_1.3

Tunneling operation at  
Wilsonville Road



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## Construction Photos - PLM\_1.3

66-inch pipe installation on  
95<sup>th</sup> Avenue



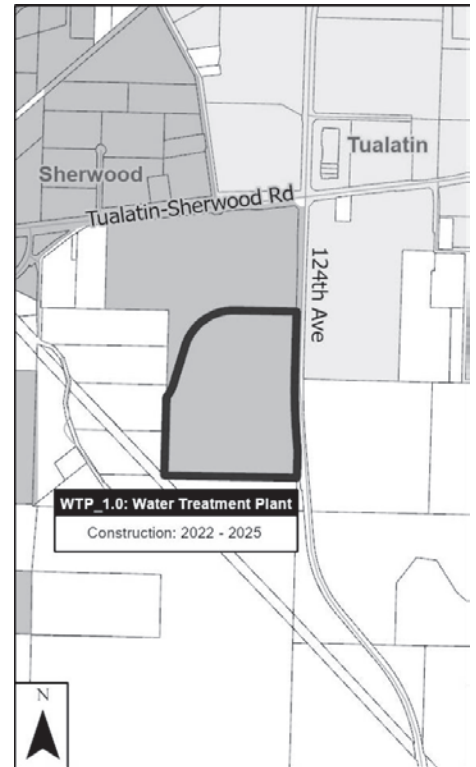
Willamette Water Supply  
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# WTP\_1.0

Contractor: Sundt Construction, Inc.  
Designer: CDM Smith

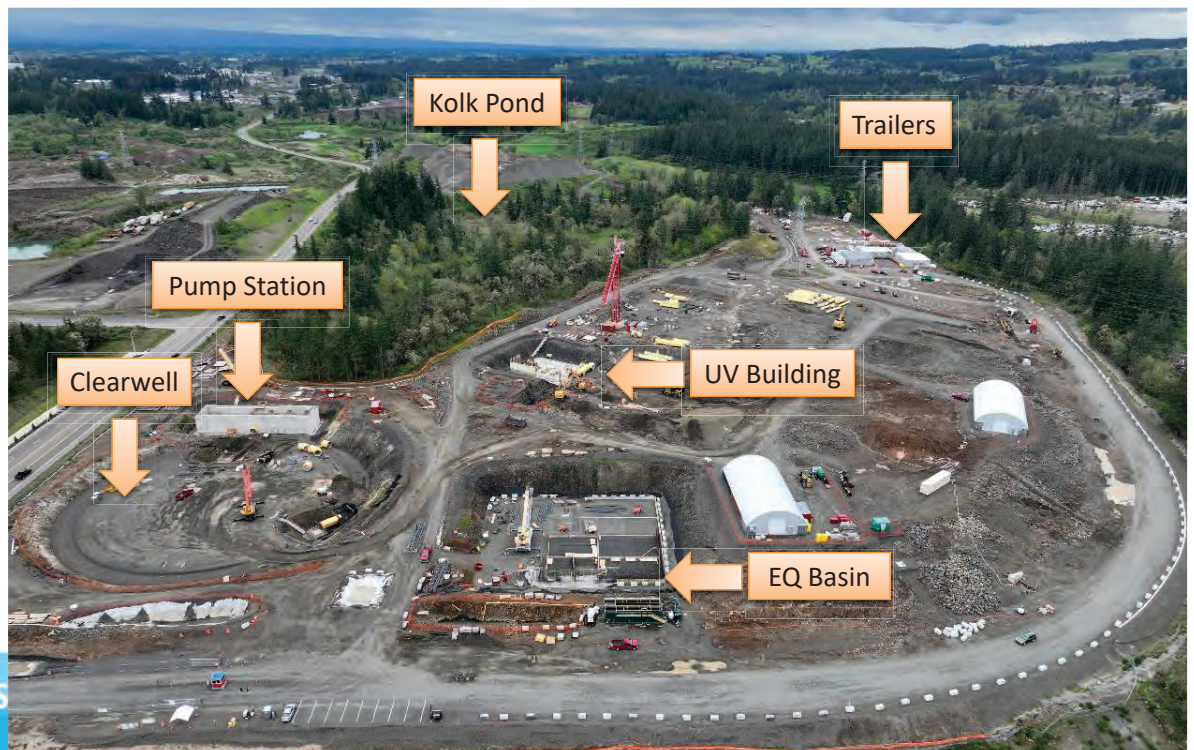
## Current and Planned Activities:

- Constructing electrical duct banks along Ice Age Road.
- Began installing large diameter steel process piping.
- Completed slab and began wall concrete placements at Area 30 (UV building).
- Yard piping and sump concrete at Area 35 (Clearwell).
- Placed first concrete placed at Area 37 (EQ Basin).
- Continued wall concrete placements at Area 53 (Finished Water Pump Station).



## Construction Photos - WTP\_1.0

WTP site  
looking south





# Construction Photos - WTP\_1.0

Finished Water Pump Station



# Construction Photos - WTP\_1.0

84-inch yard pipe at FWPS

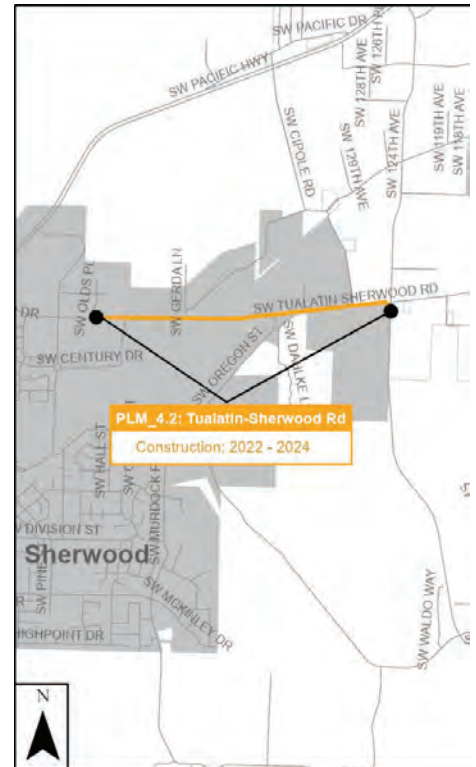


# PLM\_4.2

Partner: Washington County  
Contractor: Kerr/Emery JV  
Designer: Brown & Caldwell

## Current and Planned Activities:

- Road widening along South side of Tualatin-Sherwood Road.
- Installing curbs and sidewalk.
- Base paving to start soon on current stage of work.
- WWSP submittals.
- WWSP work scheduled to start July/August.

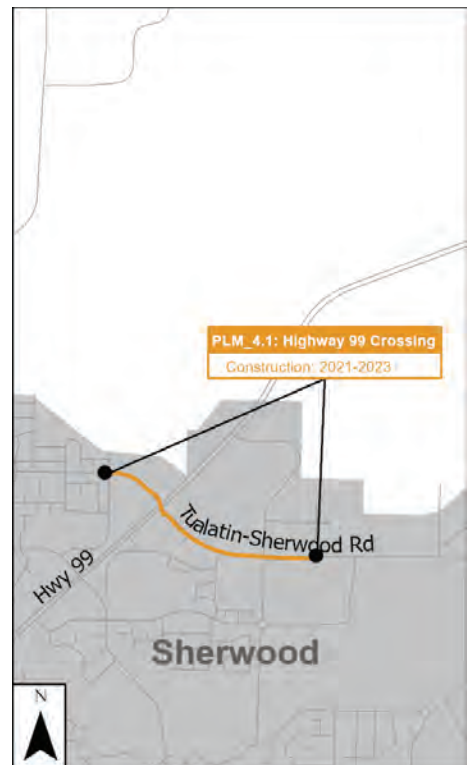


# PLM\_4.1

Partner: Washington County  
Contractor: Moore Excavation Inc.  
Designer: Brown & Caldwell

## Current and Planned Activities:

- 66" waterline installation is complete.
- Working on appurtenance piping and vaults.
- Installing the cathodic protection system.
- Continue road widening along the south side of Tualatin-Sherwood Road.

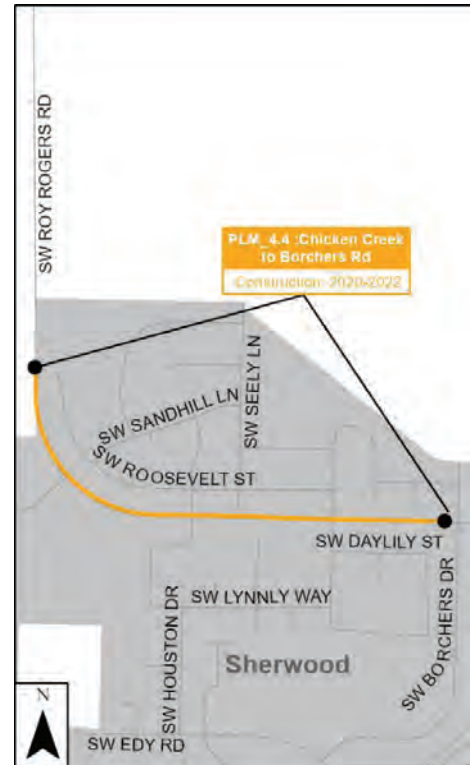


# PLM\_4.4

Partner: Washington County  
Contractor: Tapani Inc.  
Designer: Brown & Caldwell

## Current and Planned Activities:

- Traffic has been shifted to the south side of Roy Rogers Road.
- 66" waterline installation began near Chicken Creek and is moving east.



## Construction Photos – PLM\_4.4

Beginning of 66" waterline. Starting just south of Chicken Creek.

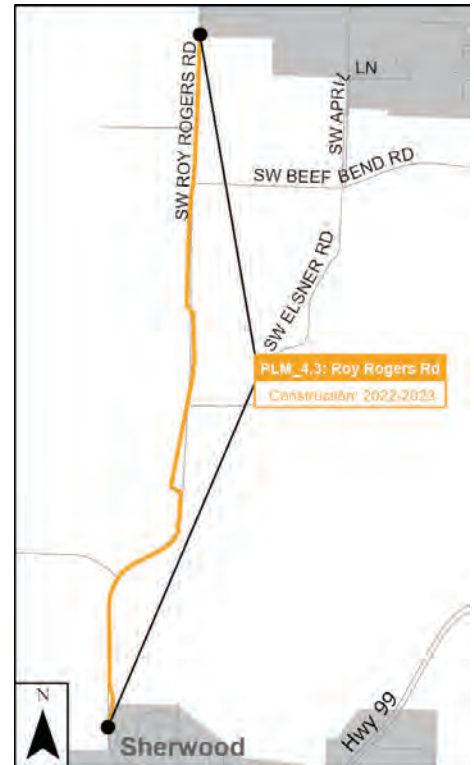


# PLM\_4.3

Contractor: Tapani Inc.  
Designer: Brown & Caldwell

## Current and Planned Activities:

- Microtunneling: Tualatin River Crossing – tunnel completed and preparing to install 66” carrier pipe.
- Chicken Creek Crossing shafts starting this month.
- Pipe alignment restoration, CARV and cathodic protection activities ongoing.



## Construction Photos – PLM\_4.3

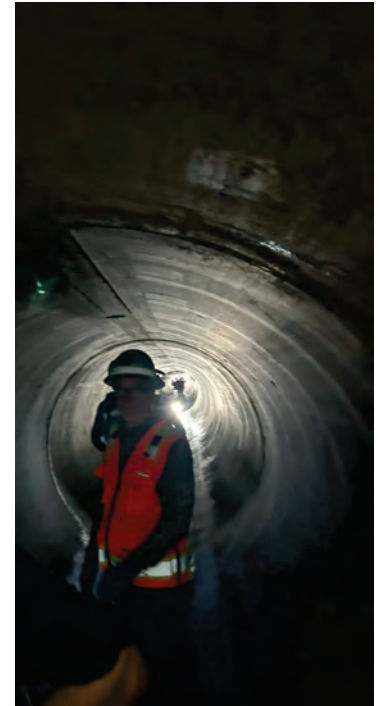
Microtunnel boring machine entering the reception shaft on the north side of the Tualatin River



# Construction Photos – PLM\_4.3



Preparing to walk inside the tunnel (30 feet below the Tualatin River)

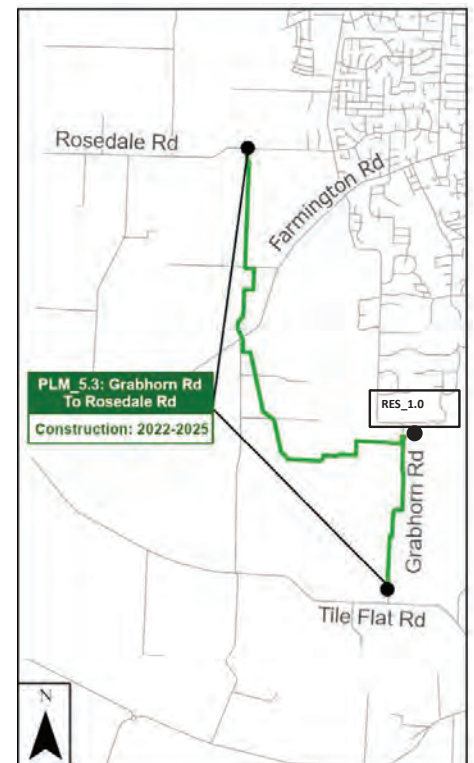


## RES\_1.0 / PLM\_5.3

Contractor: Hoffman-Fowler JV  
Designer: Black & Veatch / Jacobs

### Current and Planned Activities:

- RES\_1.0
  - Installation of 66" and 42" yard piping.
  - Reservoir concrete footings, underdrain pipe, drain rock and vapor barrier.
  - Began reservoir slab concrete placements.
  - Continue rebar and wall forms at East Valve Vault and Flowmeter Vault.
- PLM\_5.3
  - Continue installation of 66" waterline – approximately 14,850 LF (74%) installed.
  - Continue installation of 66" BFV, CARV vaults, manways, trench cut-off walls and cathodic protection systems.



## Construction Photos – RES\_1.0

RES\_1.0 66-inch  
inlet and outlet  
waterline



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## Construction Photos – RES\_1.0

Section 1 – Reservoir  
floor rebar



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## Construction Photos – RES\_1.0

Section 1 – Reservoir  
floor pour



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## Construction Photos – PLM\_5.3

66" waterline  
installation in  
Grabhorn Road



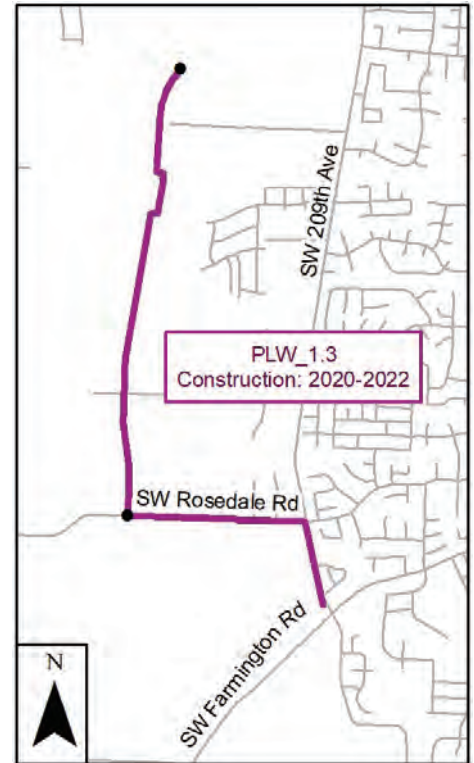
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# PLW\_1.3

Contractor: Tapani, Inc.  
Designer: Kennedy/Jenks

## Current and Planned Activities:

- Punchlist
- Closeout

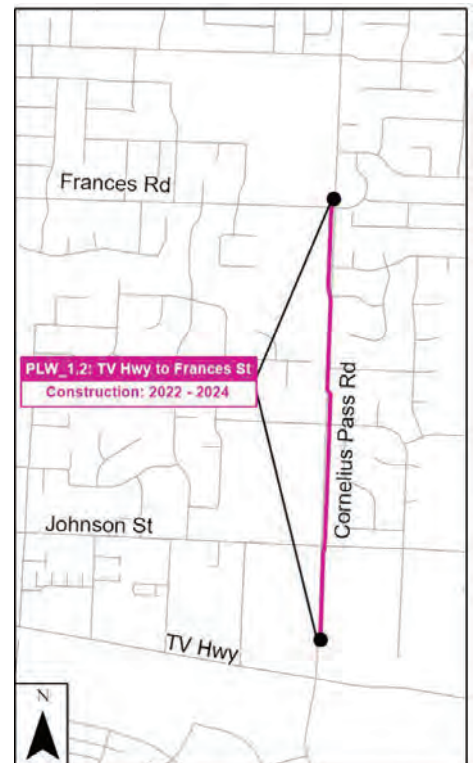


# PLW\_1.2

Partner: Washington County  
Contractor: Tapani, Inc.  
Designer: Kennedy/Jenks

## Current and Planned Activities:

- 48" WWSP waterline appurtenances.
- 48" WWSP waterline pressure testing and disinfection.
- Reedville Park turnout vaults installation will begin in the summer.
- Cornelius Pass Road curb and gutter placements.
- Cornelius Pass Road sidewalk placements.





# Construction Photos – PLW\_1.2

Excavation for 48” butterfly valve and harness coupling



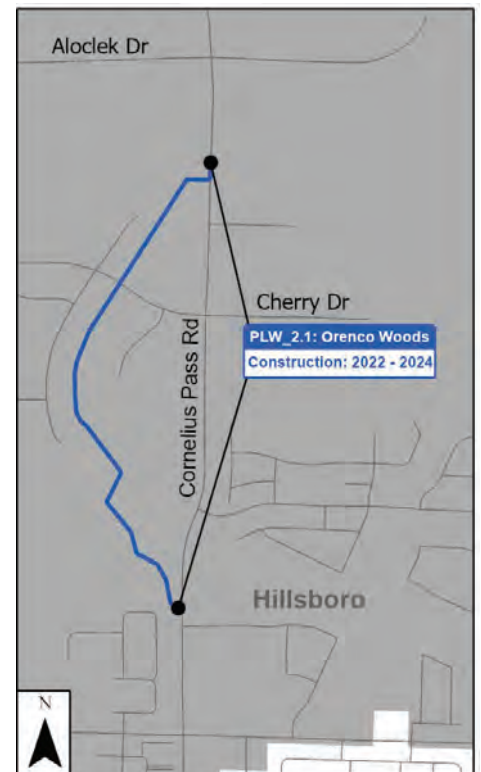
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## PLW\_2.1

Contractor: Moore Excavation, Inc.  
Designer: Kennedy/Jenks

### Current and Planned Activities:

- Potholing has been completed for utility conflicts/crossings.
- Staging area mobilization.
- Submittals.



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# Construction Photos – PLW\_2.1

Potholing utilities on southern alignment on Cornelius Pass Road



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# Construction Photos – PLW\_2.1

Ground penetrating radar (GPR) over TriMet ductbank trenchless crossing.



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# MPE\_1.1

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

## Current and Planned Activities:

- 48" WWSP waterline pressure testing complete.
- 48" WWSP waterline disinfection.
- WWSP cathodic protection system and flow meter vault startup and commissioning.
- Sidewalks, curb and gutter, and road grading.
- Street lighting and traffic signal poles on Western Avenue.



## Construction Photos – MPE\_1.1

30" WWSP flow meter vault  
final bolt torque and fit up



# Construction Photos – MPE\_1.1

New road construction and landscaping on Western Avenue



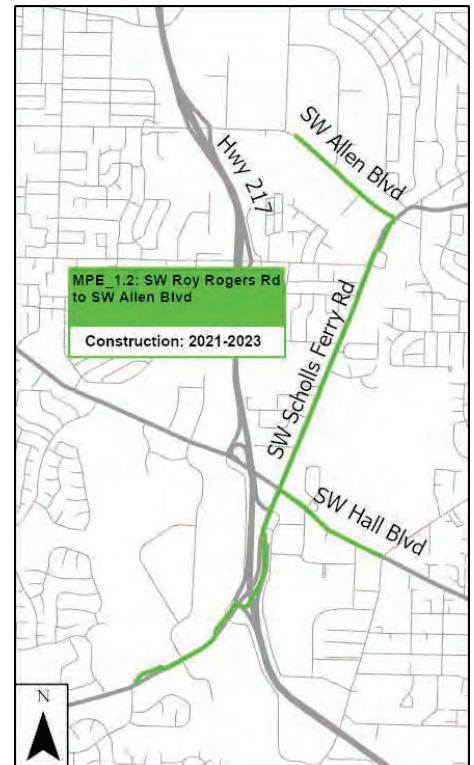
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## MPE\_1.2

Contractor: Emery & Sons  
Designer: Brown & Caldwell

Current and Planned Activities:

- 16" City of Beaverton waterline open cut installation on Scholls Ferry Road and Allen Blvd.
- 48" waterline on Scholls Ferry Road near Nimbus Road and appurtenances (nights).
- PFC building walls and structural.
- Paving restoration – Cascade and part of Scholls Ferry Road (near the mall).



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# Construction Photos – MPE\_1.2

48" waterline installation  
(night work) on Scholls  
Ferry Road



# Construction Photos – MPE\_1.2

PFC Facility

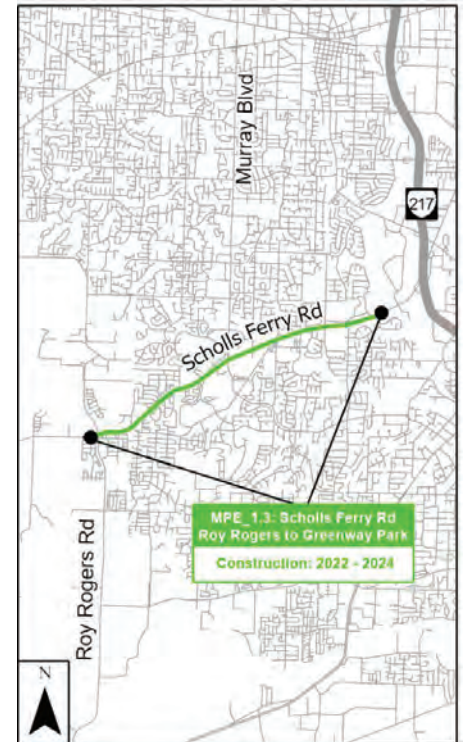


# MPE\_1.3

Contractor: Emery & Sons  
Designer: Brown & Caldwell

## Current and Planned Activities:

- 48” waterline installation on Scholls Ferry Road headed west near 121<sup>st</sup> Avenue (night work).
- PGE relocation at Conestoga Road.
- Turnout vault at Roy Rogers Road – concrete formwork and rebar.



## Construction Photos – MPE\_1.3

Saw cutting trench for 48” waterline on Scholls Ferry Road



# Construction Photos – MPE\_1.3

Concrete formwork for Roy Rogers Road turnout vault.



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## QUESTIONS?

Willamette Water Supply  
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**TUALATIN VALLEY**  
WATER DISTRICT

# Budget Committee Meeting Meeting Minutes

May 31, 2023

**REGULAR SESSION – 6:02 p.m.**

## **CALL TO ORDER**

Commissioners Present: Jim Doane, PE; Jim Duggan, PE; Carl Fisher; Elliot Lisac, Todd Sanders, PhD

Budget Committee Members Present: Carlo Peratoner, Craig Hopkins (arrived at 6:05 p.m.), John Velehradsky, PE (Retired), Marilyn McWilliams, Mike Whiteley, PE

Staff Present: Tom Hickmann, Chief Executive Officer; Paul Matthews, Chief Financial Officer; Pete Boone, PE, Chief Operating Officer; Dave Kraska, PE, Water Supply Program Director; Andrew Carlstrom, Customer Service Manager; Tim Boylan, IT Services Director; Kylie Bayer, HR Director; Sam Kaufmann, District Recorder

## **BUDGET COMMITTEE CHAIR AND STAFF PRESENTATIONS**

Motion was made by Sanders, seconded by Doane, to elect Mike Whiteley as Budget Committee Chair. The motion passed unanimously with Doane, Duggan, Fisher, Lisac, Sanders, Peratoner, Hopkins, Velehradsky, McWilliams and Whiteley voting in favor.

### **A. Consider Approval of Minutes**

- April 18, 2023 Budget Committee Workshop Minutes
- May 9, 2023 Budget Committee Workshop Minutes

Motion was made by McWilliams, seconded by Sanders, to approve the minutes as presented. The motion passed unanimously with Doane, Duggan, Fisher, Lisac, Sanders, Peratoner, Hopkins, Velehradsky, McWilliams and Whiteley voting in favor.

Paul Matthews reviewed and answered questions from the two Budget Committee Workshops.

Paul Matthews presented the 2023-25 budget and budget message highlights.

Commissioner Doane preferred to maintain engagement with the apprenticeship program for meter reading positions.

Paul Matthews introduced the proposed 2023-2025 budget by fund.

Commissioner Fisher asked to reevaluate the one month per year timeline for the customer assistance program. Tom Hickmann replied he would follow up with the Board at a later date.

## **BUDGET COMMITTEE PUBLIC HEARING**

Chair Whiteley opened the public hearing at 7:58 p.m.

Chair Whiteley asked for questions from the Committee. There were none.

Chair Whiteley called for public testimony, there was none.



Chair Whitely closed the public hearing at 7:59 p.m.

Commissioner Doane and Craig Hopkins commended the budget committee and staff for their hard work in preparing the 2023-2025 budget.

Motion was made by Velehradsky, seconded by Hopkins, that the Budget Committee of the Tualatin Valley Water District approve the Proposed 2023-25 Biennial Budget as presented by staff at the levels of appropriation displayed for each of the District's funds. The motion passed unanimously with Doane, Duggan, Fisher, Lisac, Sanders, Peratoner, Hopkins, Velehradsky, McWilliams and Whitely voting in favor.

## **ADJOURNMENT**

There being no further business, President Sanders adjourned the meeting at 8:24 p.m.

---

Todd Sanders, President

---

Jim Doane, Secretary

DRAFT





**TUALATIN VALLEY**  
WATER DISTRICT

**Date:** June 21, 2023  
**To:** Board of Commissioners  
**From:** Sam Kaufmann, District Recorder  
**Subject:** Certification of Election Results

Requested Board Action:

Consider authorizing the Board President by motion to sign the certification of election results for the May 16, 2023 Special District Election.

Key Concepts:

- Commissioners Lisac, Fisher, Sanders and Doane were reelected to office, effective June 30, 2023.
- The District must certify election results in Washington County by June 30, 2023.

Background:

In accordance with Oregon Revised Statute 255.295, the District Board, as the District Election Authority must review and sign off on the abstract of votes for the Special District Election held on May 16, 2023. The election resulted in the reelection of the following individuals to the Board of Commissioners:

- Position 1: Elliot Lisac
- Position 2: Carl Fisher
- Position 4: Todd Sanders
- Position 5: Jim Doane

The motion would allow President Sanders to sign the certification to the County Clerk to comply with the statute.

Budget Impact:

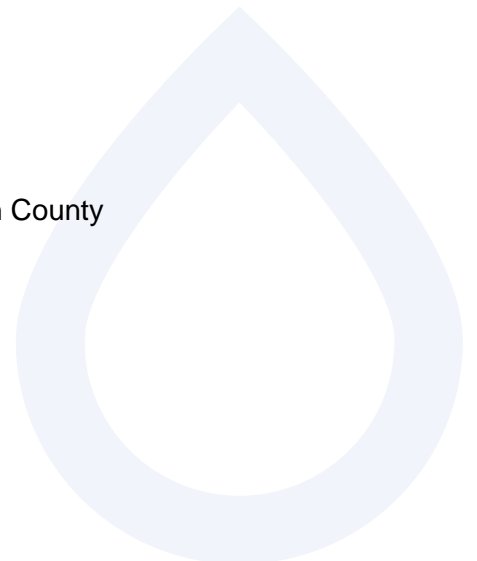
None.

Staff Contact Information:

Sam Kaufmann, District Recorder, 503-848-3094

Attachments:

Attachment A - Ballots Cast per Contest with Precincts report – Washington County



Leadership Team Initials:

Chief Executive Officer	N/A	Customer Service Manager	N/A
Chief Operating Officer	N/A	IT Services Director	N/A
Chief Financial Officer	N/A	Human Resources Director	N/A
General Counsel	<i>CB</i>	Water Supply Program Director	N/A





June 12, 2023

Tualatin Valley Water District  
Attention: Sam Kaufmann  
1850 SW 170th Ave  
Beaverton, OR 97003

Dear Sam,

ORS 255.295 requires the district elections authority to canvass the official abstract of votes cast for members of the district board and to instruct the county elections officer to issue certificates of election to the winners. **Enclosed you will find a copy of the Abstract of Votes for the Tualatin Valley Water District for the Special District Election held on May 16, 2023.**

Please canvass the votes, then sign and return this form to the Washington County Elections Division within forty-five (45) days (June 30, 2023) from the date of the election. You may email a scanned copy to us at [elections@washingtoncountyor.gov](mailto:elections@washingtoncountyor.gov) or mail it to the address below. Once we receive the form back, we will mail you the certificates of election. **Elected board members cannot take office until the certificates of election have been issued.**

---

The district elections authority for the Tualatin Valley Water District, in accordance with ORS 255.295, has canvassed the abstract of votes cast in the May 16, 2023 election for members of the district board.

The district elections authority has determined that those persons having received the highest number of votes are qualified to hold the office and any exceptions are noted below. The elections officer of Washington County is hereby instructed to issue certificates of election to those persons.

---

Signature of district elections authority

---

Date

Ballots Cast per Contest with Precincts

Washington County May 16, 2023 Special District Election

All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes

Official Election Results

Total Ballots Cast: 87437, Registered Voters: 385251, Overall Turnout: 22.70%

**Tualatin Valley Water District, Commissioner, Position 1 (Vote for 1)**

Precinct	Ballots Cast	Reg. Voters	Total Votes	Elliot Lisac		Write-in		Over Votes	Under Votes
Precinct 302	583	3866	407	401	98.53%	6	1.47%	0	176
Precinct 303	24	59	17	17	100.00%	0	0.00%	0	7
Precinct 304	317	1440	218	213	97.71%	5	2.29%	0	99
Precinct 306	134	764	100	100	100.00%	0	0.00%	0	34
Precinct 313	4	4	0	0	0.00%	0	0.00%	0	4
Precinct 315	0	0	0	0	0.00%	0	0.00%	0	0
Precinct 319	1365	7091	989	969	97.98%	20	2.02%	0	376
Precinct 320	427	2403	323	321	99.38%	2	0.62%	0	104
Precinct 322	0	5	0	0	0.00%	0	0.00%	0	0
Precinct 325	16	244	14	14	100.00%	0	0.00%	0	2
Precinct 329	14	84	14	13	92.86%	1	7.14%	0	0
Precinct 331	517	3284	396	394	99.49%	2	0.51%	0	121
Precinct 332	480	3358	371	362	97.57%	9	2.43%	0	109
Precinct 333	611	5017	508	501	98.62%	7	1.38%	0	103
Precinct 349	171	795	129	127	98.45%	2	1.55%	0	42
Precinct 351	594	5090	437	434	99.31%	3	0.69%	0	157
Precinct 353	5	31	3	3	100.00%	0	0.00%	0	2
Precinct 354	5	38	4	4	100.00%	0	0.00%	0	1
Precinct 355	425	1728	300	299	99.67%	1	0.33%	0	125
Precinct 356	406	2454	309	305	98.71%	4	1.29%	0	97
Precinct 357	159	1344	125	123	98.40%	2	1.60%	0	34
Precinct 360	565	3940	450	443	98.44%	7	1.56%	0	115
Precinct 361	66	445	53	53	100.00%	0	0.00%	0	13
Precinct 362	1830	7837	1362	1347	98.90%	15	1.10%	0	468
Precinct 363	893	3691	646	639	98.92%	7	1.08%	0	247
Precinct 364	1365	5245	975	966	99.08%	9	0.92%	0	390
Precinct 365	1685	5355	1211	1205	99.50%	6	0.50%	0	474
Precinct 366	307	1724	233	230	98.71%	3	1.29%	0	74
Precinct 367	1156	5227	868	856	98.62%	12	1.38%	0	288
Precinct 368	1003	4719	753	745	98.94%	8	1.06%	0	250
Precinct 369	490	2099	347	343	98.85%	4	1.15%	0	143
Precinct 370	750	2579	508	506	99.61%	2	0.39%	0	242
Precinct 371	637	2549	475	475	100.00%	0	0.00%	0	162
Precinct 372	282	890	196	195	99.49%	1	0.51%	0	86
Precinct 373	0	1	0	0	0.00%	0	0.00%	0	0
Precinct 374	5	10	2	2	100.00%	0	0.00%	0	3
Precinct 375	78	312	45	45	100.00%	0	0.00%	0	33
Precinct 376	582	2220	432	428	99.07%	4	0.93%	0	150
Precinct 377	755	2666	575	572	99.48%	3	0.52%	0	180
Precinct 379	3	41	3	3	100.00%	0	0.00%	0	0
Precinct 381	68	448	52	52	100.00%	0	0.00%	0	16
Precinct 382	892	5984	656	648	98.78%	8	1.22%	0	236
Precinct 384	1048	3520	744	740	99.46%	4	0.54%	0	304
Precinct 387	1	40	1	1	100.00%	0	0.00%	0	0
Precinct 388	50	379	41	39	95.12%	2	4.88%	0	9
Precinct 389	48	144	37	37	100.00%	0	0.00%	0	11
Precinct 390	730	2589	569	565	99.30%	4	0.70%	0	161
Precinct 391	18	147	13	13	100.00%	0	0.00%	0	5
Precinct 392	3	12	1	1	100.00%	0	0.00%	0	2
Precinct 393	130	388	105	105	100.00%	0	0.00%	0	25
Precinct 398	488	2137	330	325	98.48%	5	1.52%	0	158
Precinct 399	530	2790	384	374	97.40%	10	2.60%	0	146
Precinct 400	852	4799	583	581	99.66%	2	0.34%	0	269
Precinct 401	617	2036	447	444	99.33%	3	0.67%	0	170
Precinct 403	373	1670	253	251	99.21%	2	0.79%	0	120
Precinct 406	449	2302	348	348	100.00%	0	0.00%	0	101
Precinct 407	289	901	234	234	100.00%	0	0.00%	0	55
Precinct 409	2	65	1	1	100.00%	0	0.00%	0	1
Precinct 412	471	2185	312	309	99.04%	3	0.96%	0	159
Precinct 418	48	171	37	35	94.59%	2	5.41%	0	11
Precinct 429	670	3665	508	500	98.43%	8	1.57%	1	161
Precinct 434	1100	5710	765	754	98.56%	11	1.44%	0	335
Precinct 439	363	2570	294	291	98.98%	3	1.02%	0	69



Washington County May 16, 2023 Special District Election

All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes

Official Election Results

Total Ballots Cast: 87437, Registered Voters: 385251, Overall Turnout: 22.70%

**Tualatin Valley Water District, Commissioner, Position 1 (Vote for 1)**

Precinct	Ballots Cast	Reg. Voters	Total Votes	Elliot Lisac	Write-in	Over Votes	Under Votes
Precinct 446	17	198	16	16 100.00%	0 0.00%	0	1
Precinct 451	270	1446	187	185 98.93%	2 1.07%	0	83
Precinct 452	36	135	19	18 94.74%	1 5.26%	0	17
Total	28272	137080	20735	20520 98.96%	215 1.04%	1	7536



I, Joe Nelson, Director of Assessment and Taxation and Ex-Officio County Clerk for Washington County, do hereby certify this to be a true and correct copy of the original.

Date: 6/12/23  
 By: [Signature]

Washington County May 16, 2023 Special District Election

All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes

Official Election Results

Total Ballots Cast: 87437, Registered Voters: 385251, Overall Turnout: 22.70%

**Tualatin Valley Water District, Commissioner, Position 2 (Vote for 1)**

Precinct	Ballots Cast	Reg. Voters	Total Votes	Carl Fisher		Fatein Mahmoud		Write-in		Over Votes	Under Votes
Precinct 302	583	3866	530	387	73.02%	142	26.79%	1	0.19%	0	55
Precinct 303	24	59	18	17	94.44%	1	5.56%	0	0.00%	0	6
Precinct 304	317	1440	291	231	79.38%	55	18.90%	5	1.72%	0	26
Precinct 306	134	764	121	87	71.90%	34	28.10%	0	0.00%	0	13
Precinct 313	4	4	0	0	0.00%	0	0.00%	0	0.00%	0	4
Precinct 315	0	0	0	0	0.00%	0	0.00%	0	0.00%	0	0
Precinct 319	1365	7091	1211	941	77.70%	261	21.55%	9	0.74%	0	154
Precinct 320	427	2403	390	299	76.67%	90	23.08%	1	0.26%	0	37
Precinct 322	0	5	0	0	0.00%	0	0.00%	0	0.00%	0	0
Precinct 325	16	244	15	13	86.67%	2	13.33%	0	0.00%	0	1
Precinct 329	14	84	13	10	76.92%	2	15.38%	1	7.69%	0	1
Precinct 331	517	3284	482	359	74.48%	121	25.10%	2	0.41%	0	35
Precinct 332	480	3358	432	332	76.85%	95	21.99%	5	1.16%	0	48
Precinct 333	611	5017	573	415	72.43%	151	26.35%	7	1.22%	0	38
Precinct 349	171	795	158	113	71.52%	43	27.22%	2	1.27%	0	13
Precinct 351	594	5090	549	419	76.32%	126	22.95%	4	0.73%	0	45
Precinct 353	5	31	3	2	66.67%	1	33.33%	0	0.00%	0	2
Precinct 354	5	38	5	3	60.00%	2	40.00%	0	0.00%	0	0
Precinct 355	425	1728	381	308	80.84%	72	18.90%	1	0.26%	0	44
Precinct 356	406	2454	371	289	77.90%	81	21.83%	1	0.27%	0	35
Precinct 357	159	1344	149	115	77.18%	33	22.15%	1	0.67%	0	10
Precinct 360	565	3940	528	391	74.05%	133	25.19%	4	0.76%	1	36
Precinct 361	66	445	57	39	68.42%	16	28.07%	2	3.51%	0	9
Precinct 362	1830	7837	1664	1338	80.41%	318	19.11%	8	0.48%	0	166
Precinct 363	893	3691	797	631	79.17%	161	20.20%	5	0.63%	0	96
Precinct 364	1365	5245	1231	955	77.58%	267	21.69%	9	0.73%	2	132
Precinct 365	1685	5355	1507	1181	78.37%	321	21.30%	5	0.33%	0	178
Precinct 366	307	1724	272	199	73.16%	72	26.47%	1	0.37%	0	35
Precinct 367	1156	5227	1064	736	69.17%	321	30.17%	7	0.66%	0	92
Precinct 368	1003	4719	898	691	76.95%	203	22.61%	4	0.45%	0	105
Precinct 369	490	2099	449	341	75.95%	104	23.16%	4	0.89%	0	41
Precinct 370	750	2579	650	490	75.38%	157	24.15%	3	0.46%	0	100
Precinct 371	637	2549	578	435	75.26%	140	24.22%	3	0.52%	0	59
Precinct 372	282	890	251	182	72.51%	69	27.49%	0	0.00%	0	31
Precinct 373	0	1	0	0	0.00%	0	0.00%	0	0.00%	0	0
Precinct 374	5	10	5	5	100.00%	0	0.00%	0	0.00%	0	0
Precinct 375	78	312	65	48	73.85%	17	26.15%	0	0.00%	0	13
Precinct 376	582	2220	531	407	76.65%	123	23.16%	1	0.19%	0	51
Precinct 377	755	2666	685	526	76.79%	159	23.21%	0	0.00%	0	70
Precinct 379	3	41	3	1	33.33%	2	66.67%	0	0.00%	0	0
Precinct 381	68	448	61	52	85.25%	9	14.75%	0	0.00%	0	7
Precinct 382	892	5984	798	619	77.57%	172	21.55%	7	0.88%	0	94
Precinct 384	1048	3520	967	780	80.66%	184	19.03%	3	0.31%	0	81
Precinct 387	1	40	1	1	100.00%	0	0.00%	0	0.00%	0	0
Precinct 388	50	379	45	34	75.56%	10	22.22%	1	2.22%	0	5
Precinct 389	48	144	45	32	71.11%	13	28.89%	0	0.00%	0	3
Precinct 390	730	2589	655	504	76.95%	148	22.60%	3	0.46%	0	75
Precinct 391	18	147	17	11	64.71%	6	35.29%	0	0.00%	0	1
Precinct 392	3	12	2	1	50.00%	0	0.00%	1	50.00%	0	1
Precinct 393	130	388	119	84	70.59%	34	28.57%	1	0.84%	0	11
Precinct 398	488	2137	436	346	79.36%	85	19.50%	5	1.15%	0	52
Precinct 399	530	2790	496	391	78.83%	95	19.15%	10	2.02%	0	34
Precinct 400	852	4799	785	627	79.87%	156	19.87%	2	0.25%	0	67
Precinct 401	617	2036	569	460	80.84%	108	18.98%	1	0.18%	0	48
Precinct 403	373	1670	318	241	75.79%	75	23.58%	2	0.63%	1	54
Precinct 406	449	2302	418	307	73.44%	111	26.56%	0	0.00%	0	31
Precinct 407	289	901	268	202	75.37%	66	24.63%	0	0.00%	0	21
Precinct 409	2	65	2	2	100.00%	0	0.00%	0	0.00%	0	0
Precinct 412	471	2185	413	317	76.76%	93	22.52%	3	0.73%	0	58
Precinct 418	48	171	44	24	54.55%	18	40.91%	2	4.55%	0	4
Precinct 429	670	3665	620	458	73.87%	158	25.48%	4	0.65%	0	50
Precinct 434	1100	5710	977	729	74.62%	234	23.95%	14	1.43%	0	123
Precinct 439	363	2570	337	244	72.40%	93	27.60%	0	0.00%	0	26

Washington County May 16, 2023 Special District Election  
 All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes  
 Official Election Results

Total Ballots Cast: 87437, Registered Voters: 385251, Overall Turnout: 22.70%

**Tualatin Valley Water District, Commissioner, Position 2 (Vote for 1)**

Precinct	Ballots Cast	Reg. Voters	Total Votes	Carl Fisher		Fatein Mahmoud		Write-in		Over Votes	Under Votes
Precinct 446	17	198	17	16	94.12%	1	5.88%	0	0.00%	0	0
Precinct 451	270	1446	242	198	81.82%	42	17.36%	2	0.83%	0	28
Precinct 452	36	135	31	22	70.97%	8	25.81%	1	3.23%	0	5
Total	28272	137080	25610	19638	76.68%	5814	22.70%	158	0.62%	4	2658



I, Joe Nelson, Director of Assessment and Taxation and Ex-Officio County Clerk for Washington County, do hereby certify this to be a true and correct copy of the original.

Date: 6/12/23  
 By: [Signature]



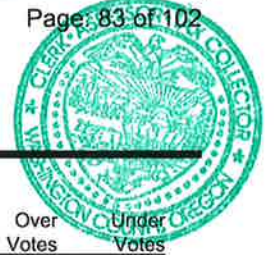
Ballots Cast per Contest with Precincts

Washington County May 16, 2023 Special District Election

All Precincts, All Districts, All Counter Groups, All Scan Stations, All Contests, All Boxes

Official Election Results

Total Ballots Cast: 87437, Registered Voters: 385251, Overall Turnout: 22.70%



**Tualatin Valley Water District, Commissioner, Position 4 (Vote for 1)**

Precinct	Ballots Cast	Reg. Voters	Total Votes	Todd Sanders		Mohammed Sohail		Write-in		Over Votes	Under Votes
Precinct 302	583	3866	541	433	80.04%	104	19.22%	4	0.74%	0	42
Precinct 303	24	59	19	14	73.68%	5	26.32%	0	0.00%	0	5
Precinct 304	317	1440	290	241	83.10%	46	15.86%	3	1.03%	0	27
Precinct 306	134	764	122	93	76.23%	28	22.95%	1	0.82%	0	12
Precinct 313	4	4	0	0	0.00%	0	0.00%	0	0.00%	0	4
Precinct 315	0	0	0	0	0.00%	0	0.00%	0	0.00%	0	0
Precinct 319	1365	7091	1220	952	78.03%	263	21.56%	5	0.41%	0	145
Precinct 320	427	2403	398	328	82.41%	69	17.34%	1	0.25%	0	29
Precinct 322	0	5	0	0	0.00%	0	0.00%	0	0.00%	0	0
Precinct 325	16	244	15	12	80.00%	3	20.00%	0	0.00%	0	1
Precinct 329	14	84	13	12	92.31%	0	0.00%	1	7.69%	0	1
Precinct 331	517	3284	483	378	78.26%	104	21.53%	1	0.21%	0	34
Precinct 332	480	3358	429	330	76.92%	95	22.14%	4	0.93%	0	51
Precinct 333	611	5017	580	423	72.93%	155	26.72%	2	0.34%	0	31
Precinct 349	171	795	162	134	82.72%	27	16.67%	1	0.62%	0	9
Precinct 351	594	5090	562	420	74.73%	141	25.09%	1	0.18%	0	32
Precinct 353	5	31	3	3	100.00%	0	0.00%	0	0.00%	0	2
Precinct 354	5	38	5	5	100.00%	0	0.00%	0	0.00%	0	0
Precinct 355	425	1728	388	305	78.61%	82	21.13%	1	0.26%	0	37
Precinct 356	406	2454	373	292	78.28%	80	21.45%	1	0.27%	0	33
Precinct 357	159	1344	151	124	82.12%	26	17.22%	1	0.66%	0	8
Precinct 360	565	3940	537	407	75.79%	128	23.84%	2	0.37%	0	28
Precinct 361	66	445	60	42	70.00%	18	30.00%	0	0.00%	0	6
Precinct 362	1830	7837	1691	1399	82.73%	287	16.97%	5	0.30%	0	139
Precinct 363	893	3691	780	642	82.31%	135	17.31%	3	0.38%	0	113
Precinct 364	1365	5245	1236	1041	84.22%	191	15.45%	4	0.32%	2	127
Precinct 365	1685	5355	1515	1278	84.36%	231	15.25%	6	0.40%	0	170
Precinct 366	307	1724	279	217	77.78%	62	22.22%	0	0.00%	0	28
Precinct 367	1156	5227	1080	864	80.00%	212	19.63%	4	0.37%	0	76
Precinct 368	1003	4719	914	747	81.73%	162	17.72%	5	0.55%	0	89
Precinct 369	490	2099	452	370	81.86%	80	17.70%	2	0.44%	0	38
Precinct 370	750	2579	663	558	84.16%	104	15.69%	1	0.15%	0	87
Precinct 371	637	2549	587	496	84.50%	91	15.50%	0	0.00%	0	50
Precinct 372	282	890	256	207	80.86%	49	19.14%	0	0.00%	0	26
Precinct 373	0	1	0	0	0.00%	0	0.00%	0	0.00%	0	0
Precinct 374	5	10	5	5	100.00%	0	0.00%	0	0.00%	0	0
Precinct 375	78	312	67	56	83.58%	11	16.42%	0	0.00%	0	11
Precinct 376	582	2220	529	438	82.80%	89	16.82%	2	0.38%	0	53
Precinct 377	755	2666	696	590	84.77%	105	15.09%	1	0.14%	0	59
Precinct 379	3	41	3	1	33.33%	2	66.67%	0	0.00%	0	0
Precinct 381	68	448	61	50	81.97%	11	18.03%	0	0.00%	0	7
Precinct 382	892	5984	808	658	81.44%	147	18.19%	3	0.37%	0	84
Precinct 384	1048	3520	962	788	81.91%	173	17.98%	1	0.10%	1	85
Precinct 387	1	40	1	1	100.00%	0	0.00%	0	0.00%	0	0
Precinct 388	50	379	46	26	56.52%	19	41.30%	1	2.17%	0	4
Precinct 389	48	144	45	36	80.00%	9	20.00%	0	0.00%	0	3
Precinct 390	730	2589	670	591	88.21%	77	11.49%	2	0.30%	0	60
Precinct 391	18	147	15	10	66.67%	5	33.33%	0	0.00%	0	3
Precinct 392	3	12	2	2	100.00%	0	0.00%	0	0.00%	0	1
Precinct 393	130	388	122	103	84.43%	19	15.57%	0	0.00%	0	8
Precinct 398	488	2137	444	383	86.26%	59	13.29%	2	0.45%	0	44
Precinct 399	530	2790	496	391	78.83%	101	20.36%	4	0.81%	0	34
Precinct 400	852	4799	793	617	77.81%	174	21.94%	2	0.25%	0	59
Precinct 401	617	2036	551	453	82.21%	98	17.79%	0	0.00%	0	66
Precinct 403	373	1670	320	261	81.56%	58	18.12%	1	0.31%	0	53
Precinct 406	449	2302	422	314	74.41%	108	25.59%	0	0.00%	0	27
Precinct 407	289	901	270	235	87.04%	35	12.96%	0	0.00%	0	19
Precinct 409	2	65	2	2	100.00%	0	0.00%	0	0.00%	0	0
Precinct 412	471	2185	429	357	83.22%	71	16.55%	1	0.23%	0	42
Precinct 418	48	171	45	38	84.44%	7	15.56%	0	0.00%	0	3
Precinct 429	670	3665	621	496	79.87%	124	19.97%	1	0.16%	0	49
Precinct 434	1100	5710	993	802	80.77%	188	18.93%	3	0.30%	0	107
Precinct 439	363	2570	335	248	74.03%	87	25.97%	0	0.00%	0	28

Washington County May 16, 2023 Special District Election

All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes

Official Election Results

Total Ballots Cast: 87437, Registered Voters: 385251, Overall Turnout: 22.70%

**Tualatin Valley Water District, Commissioner, Position 4 (Vote for 1)**

Precinct	Ballots Cast	Reg. Voters	Total Votes	Todd Sanders		Mohammed Sohail		Write-in		Over Votes	Under Votes
Precinct 446	17	198	17	15	88.24%	2	11.76%	0	0.00%	0	0
Precinct 451	270	1446	241	189	78.42%	51	21.16%	1	0.41%	0	29
Precinct 452	36	135	31	30	96.77%	0	0.00%	1	3.23%	0	5
Total	28272	137080	25846	20953	81.07%	4808	18.60%	85	0.33%	3	2423



I, Joe Nelson, Director of Assessment and Taxation and Ex-Officio County Clerk for Washington County, do hereby certify this to be a true and correct copy of the original.

Date: 6/12/23  
 By: [Signature]

Ballots Cast per Contest with Precincts

Washington County May 16, 2023 Special District Election

All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes

Official Election Results

Total Ballots Cast: 87437, Registered Voters: 385251, Overall Turnout: 22.70%

**Tualatin Valley Water District, Commissioner, Position 5 (Vote for 1)**

Precinct	Ballots Cast	Reg. Voters	Total Votes	Jim Doane	Write-in	Over Votes	Under Votes
Precinct 302	583	3866	410	403 98.29%	7 1.71%	0	173
Precinct 303	24	59	17	17 100.00%	0 0.00%	0	7
Precinct 304	317	1440	224	220 98.21%	4 1.79%	0	93
Precinct 306	134	764	102	101 99.02%	1 0.98%	0	32
Precinct 313	4	4	0	0 0.00%	0 0.00%	0	4
Precinct 315	0	0	0	0 0.00%	0 0.00%	0	0
Precinct 319	1365	7091	1010	992 98.22%	18 1.78%	0	355
Precinct 320	427	2403	330	328 99.39%	2 0.61%	0	97
Precinct 322	0	5	0	0 0.00%	0 0.00%	0	0
Precinct 325	16	244	14	14 100.00%	0 0.00%	0	2
Precinct 329	14	84	14	13 92.86%	1 7.14%	0	0
Precinct 331	517	3284	402	400 99.50%	2 0.50%	0	115
Precinct 332	480	3358	370	363 98.11%	7 1.89%	0	110
Precinct 333	611	5017	514	507 98.64%	7 1.36%	0	97
Precinct 349	171	795	138	138 100.00%	0 0.00%	0	33
Precinct 351	594	5090	443	441 99.55%	2 0.45%	0	151
Precinct 353	5	31	2	2 100.00%	0 0.00%	0	3
Precinct 354	5	38	4	4 100.00%	0 0.00%	0	1
Precinct 355	425	1728	299	296 99.00%	3 1.00%	0	126
Precinct 356	406	2454	310	307 99.03%	3 0.97%	0	96
Precinct 357	159	1344	129	127 98.45%	2 1.55%	0	30
Precinct 360	565	3940	440	436 99.09%	4 0.91%	0	125
Precinct 361	66	445	51	51 100.00%	0 0.00%	0	15
Precinct 362	1830	7837	1381	1366 98.91%	15 1.09%	0	449
Precinct 363	893	3691	644	637 98.91%	7 1.09%	0	249
Precinct 364	1365	5245	973	968 99.49%	5 0.51%	0	392
Precinct 365	1685	5355	1215	1207 99.34%	8 0.66%	0	470
Precinct 366	307	1724	233	232 99.57%	1 0.43%	0	74
Precinct 367	1156	5227	872	862 98.85%	10 1.15%	0	284
Precinct 368	1003	4719	756	752 99.47%	4 0.53%	0	247
Precinct 369	490	2099	361	356 98.61%	5 1.39%	0	129
Precinct 370	750	2579	517	514 99.42%	3 0.58%	0	233
Precinct 371	637	2549	476	474 99.58%	2 0.42%	0	161
Precinct 372	282	890	200	200 100.00%	0 0.00%	0	82
Precinct 373	0	1	0	0 0.00%	0 0.00%	0	0
Precinct 374	5	10	2	2 100.00%	0 0.00%	0	3
Precinct 375	78	312	44	44 100.00%	0 0.00%	0	34
Precinct 376	582	2220	446	438 98.21%	8 1.79%	0	136
Precinct 377	755	2666	571	566 99.12%	5 0.88%	0	184
Precinct 379	3	41	3	3 100.00%	0 0.00%	0	0
Precinct 381	68	448	53	53 100.00%	0 0.00%	0	15
Precinct 382	892	5984	668	663 99.25%	5 0.75%	0	224
Precinct 384	1048	3520	764	756 98.95%	8 1.05%	0	284
Precinct 387	1	40	1	1 100.00%	0 0.00%	0	0
Precinct 388	50	379	43	41 95.35%	2 4.65%	0	7
Precinct 389	48	144	39	39 100.00%	0 0.00%	0	9
Precinct 390	730	2589	559	556 99.46%	3 0.54%	0	171
Precinct 391	18	147	13	13 100.00%	0 0.00%	0	5
Precinct 392	3	12	1	0 0.00%	1 100.00%	0	2
Precinct 393	130	388	103	103 100.00%	0 0.00%	0	27
Precinct 398	488	2137	336	334 99.40%	2 0.60%	0	152
Precinct 399	530	2790	385	376 97.66%	9 2.34%	0	145
Precinct 400	852	4799	577	575 99.65%	2 0.35%	0	275
Precinct 401	617	2036	446	443 99.33%	3 0.67%	0	171
Precinct 403	373	1670	253	250 98.81%	3 1.19%	0	120
Precinct 406	449	2302	346	346 100.00%	0 0.00%	0	103
Precinct 407	289	901	233	233 100.00%	0 0.00%	0	56
Precinct 409	2	65	2	2 100.00%	0 0.00%	0	0
Precinct 412	471	2185	323	321 99.38%	2 0.62%	0	148
Precinct 418	48	171	36	34 94.44%	2 5.56%	0	12
Precinct 429	670	3665	515	510 99.03%	5 0.97%	0	155
Precinct 434	1100	5710	770	759 98.57%	11 1.43%	0	330
Precinct 439	363	2570	293	290 98.98%	3 1.02%	0	70



Washington County May 16, 2023 Special District Election

All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes

Official Election Results

Total Ballots Cast: 87437, Registered Voters: 385251, Overall Turnout: 22.70%

**Tualatin Valley Water District, Commissioner, Position 5 (Vote for 1)**

Precinct	Ballots Cast	Reg. Voters	Total Votes	Jim Doane	Write-in	Over Votes	Under Votes
Precinct 446	17	198	15	15 100.00%	0 0.00%	0	2
Precinct 451	270	1446	188	188 100.00%	0 0.00%	0	82
Precinct 452	36	135	18	17 94.44%	1 5.56%	0	18
Total	28272	137080	20897	20699 99.05%	198 0.95%	0	7375



I, Joe Nelson, Director of Assessment and Taxation and Ex-Officio County Clerk for Washington County, do hereby certify this to be a true and correct copy of the original.

Date: 6/12/23  
 By: [Signature]

Multnomah County Elections - Official Precinct Results - Tualatin Valley Water District

Page: 1 of 4  
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16:30:11

May 16, 2023 Special District Election

All Precincts, Tualatin Valley Water District, All Scan Stations, Tualatin Valley Water District, Commissioner, Position 1, Tualatin Valley Water District, Commissioner, Position 2, Tualatin Valley Water District, Commissioner, Position 4, Tualatin Valley Water District, Commissioner, Position 5, All Boxes

Total Ballots Cast: 63

**Tualatin Valley Water District, Commissioner, Position 1 (Vote for 1)**

Precinct	Total Votes	Elliott Lisac	Write-in	Over Votes	Under Votes
Precinct 3402	36	36	0	0	0
Total	36	36	0	0	0

**Certificate**

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

*Tim Scott*

Tim Scott, Director of Elections  
Multnomah County, Oregon

Multnomah County Elections - Official Precinct Results - Tualatin Valley Water District  
 May 16, 2023 Special District Election  
 All Precincts, Tualatin Valley Water District, All ScanStations, Tualatin Valley Water District, Commissioner, Position 1, Tualatin Valley  
 Water District, Commissioner, Position 2, Tualatin Valley Water District, Commissioner, Position 4, Tualatin Valley Water District,  
 Commissioner, Position 5, All Boxes  
 Total Ballots Cast: 63

**Tualatin Valley Water District, Commissioner, Position 2 (Vote for 1)**

Precinct	Total Votes	Carl Fisher	Fatein Mahmood	Write-in	Over Votes	Under Votes
Precinct 3402	39	30 76.92%	9 23.08%	0 0.00%	0	24
Total	39	30 76.92%	9 23.08%	0 0.00%	0	24

Certificate

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

*Tim Scott*

Tim Scott, Director of Elections  
 Multnomah County, Oregon

Multnomah County Elections - Official Precinct Results - Tualatin Valley Water District

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16:30:11

May 16, 2023 Special District Election

All Precincts, Tualatin Valley Water District, All Scan Stations, Tualatin Valley Water District, Commissioner, Position 1, Tualatin Valley Water District, Commissioner, Position 2, Tualatin Valley Water District, Commissioner, Position 4, Tualatin Valley Water District, Commissioner, Position 5, All Boxes

Total Ballots Cast: 63

**Tualatin Valley Water District, Commissioner, Position 4 (Vote for 1)**

Precinct	Total Votes	Todd Sanders	Mohammed Sohail	Write-in	Over Votes	Under Votes
Precinct 3402	35	27 77.14%	8 22.86%	0 0.00%	0	28
Total	35	27 77.14%	8 22.86%	0 0.00%	0	28

Certificate

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.



Tim Scott, Director of Elections  
Multnomah County, Oregon

Multnomah County Elections - Official Precinct Results - Tualatin Valley Water District

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16:30:11

May 16, 2023 Special District Election

All Precincts, Tualatin Valley Water District, All Scan Stations, Tualatin Valley Water District, Commissioner, Position 1, Tualatin Valley Water District, Commissioner, Position 2, Tualatin Valley Water District, Commissioner, Position 4, Tualatin Valley Water District, Commissioner, Position 5, All Boxes

Total Ballots Cast: 63

**Tualatin Valley Water District, Commissioner, Position 5 (Vote for 1)**

Precinct	Total Votes	Jim Doane	Write-in	Over Votes	Under Votes
Precinct 3402	33	33 100.00%	0 0.00%	0	30
Total	33	33 100.00%	0 0.00%	0	30

Certificate

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

*Tim Scott*

Tim Scott, Director of Elections  
Multnomah County, Oregon





# TUALATIN VALLEY

## WATER DISTRICT

**Date:** June 21, 2023  
**To:** Board of Commissioners  
**From:** Paul L. Matthews, Chief Financial Officer  
**Subject:** Financial Plan and Rate Process Update

### Key Concepts:

- At its March 15, 2023 regular meeting, the Board approved the 2023-25 Biennium Strategic Initiatives and Financial Strategy, which included a rate strategy for the next two years.
- Since the Board's approval of the 2023-25 Financial Strategy, the District has completed its 2023-25 biennial budget process and issued water revenue bonds that provide approximately \$82 million in proceeds for the District's planned capital expenditures.
- With an approved budget and actual numbers related to the recent debt financing, management will present a recap of the Financial Strategy approved in March 2023 and two alternative rate strategies that will also provide the resources the District needs to meet its future financial and operational objectives.
- Management will request guidance for the development of the 2023-2025 Financial Plan, which will be presented to the Board for approval at its regular meeting on July 19, 2023.
- The 2023-2025 Financial Plan will anticipate increases in water rates to fund the District's capital and operating expenditures.
- At the Board's regular meeting on July 19, 2023, management will also present a rate process for adoption by Board resolution. The process will include an outreach plan similar to those conducted by management and staff in prior years.

### Background:

#### Financial Plan Update

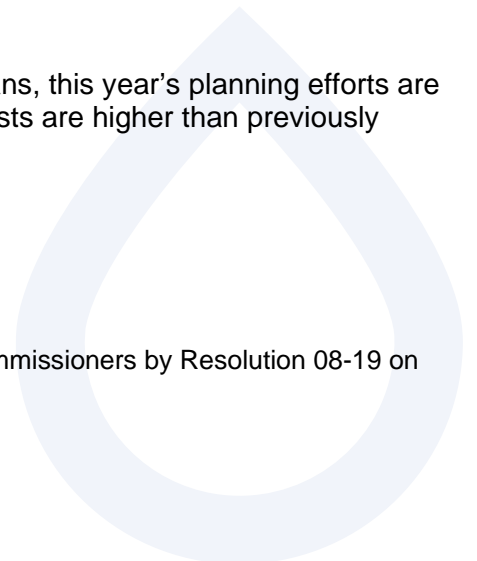
The District's *Financial Management Policies*<sup>1</sup> requires the District's management to prepare a Financial Plan that aligns the District's strategic initiatives, long-term capital improvements plans, and near-term budgets with guidance from the Board. The Financial Plan provides a framework for evaluating the long-term effects that the District's capital and operating plans have on water rates, the District's cash flow, and borrowing needs. The financial planning process is intended to align the policy direction from the Board with the spending and funding plans of the District.

Although the District has a long history of developing long-term financial plans, this year's planning efforts are more complicated. Specifically, the District's future operating and capital costs are higher than previously forecast. This increase in future costs results from a combination of factors:

1. General inflation resulting from macroeconomic developments.

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<sup>1</sup> Section 2.3.1 of the *Financial Management Policies*, adopted by the Board of Commissioners by Resolution 08-19 on March 20, 2019, and re-issued on August 1, 2022.



2. A forecast from the City of Portland for a 26.1% increase in its wholesale water rate for the District in FY2024.
3. A forecast from the Joint Water Commission for an 8.3% increase in its wholesale water rate for the District in FY2024.
4. A forecast of a 24.8% biennial increase (i.e., over two years) in the cost of pumping power from Portland General Electric.
5. For the Willamette Water Supply System (WWSS), a \$200 million increase in its estimated construction costs.

These increases in operating and capital costs have adversely affected the District's financial situation and prudence requires significant changes to the District's financial planning assumptions.

Considering the District's financial situation, management developed three financial strategies to manage the impacts on the District's customers. Management presented these financial strategies to the Board at the Board's March 7, 2023, work session.

On March 13, 2023, management presented two alternative financial strategies to the Board's Finance Committee for its review and comment, and on March 15, 2023, the Board approved its selected financial strategy by Resolution No. 04-23. The approved strategy included an aggressive rate strategy for the next biennium, with a 22% rate adjustment on November 1, 2023 followed by a 17.5% rate adjustment on November 1, 2024.

At the June 21, 2023 regular meeting, management will present two alternative rate strategies that achieve the same results as the alternative included in the approved financial strategy. Management will use guidance provided by the Board to develop the 2023-2025 Financial Plan for the July 19, 2023 regular Board meeting.

#### Rate Process

Historically, the Board has directed staff to engage in a public outreach process to provide the public with an opportunity to learn more about the District's rate proposals and provide public comment for the Board's consideration. Oregon law requires the District to notify customers when the District considers adjusting water rates. The notification requires establishing a time and place for the public hearing.

Based on the rate strategy incorporated into the 2023-2025 Financial Plan, management will develop a public outreach plan and rate process for the Board's consideration. The outreach process will be comprehensive and include multiple opportunities for public education and feedback, consistent with the District's approach in past years.

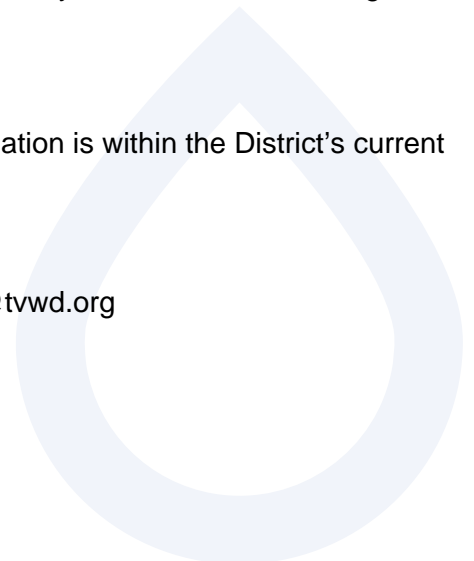
This information will also be presented to the Board at its regular meeting on July 19, 2023 where management will seek Board adoption by resolution.

#### Budget Impact:

There is no direct budget impact for this item. The preparation of this information is within the District's current budget.

#### Staff Contact Information:

Paul L. Matthews; Chief Financial Officer; (503) 848-3017; paul.matthews@tvwd.org



Attachments:

Exhibit A: Rate Strategy 1

Exhibit B: Rate Strategy 2

Exhibit C: Rate Strategy 3

Leadership Team Initials:

Chief Executive Officer	N/A	Customer Service Manager	N/A
Chief Operating Officer	N/A	IT Services Director	TB
Chief Financial Officer	pon	Human Resources Director	N/A
General Counsel	CB	Water Supply Program Director	<input checked="" type="checkbox"/>



# Exhibit A: Rate Strategy 1

Tualatin Valley Water Rate Strategy for the 2023-25 Biennium

Description	FY2024	FY2025	FY2026	FY2027	FY2028
<b>Customer Impacts</b>					
Rate Adjustments [1]	22.0%	17.5%	3.25%	3.25%	3.25%
Typical Monthly Bill	\$85.96	\$101.00	\$104.29	\$107.68	\$111.18
<b>Debt Issuances and Net Leverage Ratios</b>					
Debt Issues (\$ millions)		\$130.0			
Net Leverage Ratios	8.04	7.45	6.54	5.89	5.51

[1] Rate adjustments projected for Nov. 1 of each fiscal year (i.e., on 11/1/2023 for FY2024).

# Exhibit B: Rate Strategy 2

Tualatin Valley Water Rate Strategy for the 2023-25 Biennium

Description	FY2024	FY2025	FY2026	FY2027	FY2028
<b>Customer Impacts</b>					
Rate Adjustments [1]	22.0%	9.0%	6.00%	3.75%	3.75%
Typical Monthly Bill	\$85.96	\$93.70	\$99.32	\$103.04	\$106.91
<b>Debt Issuances and Net Leverage Ratios</b>					
Debt Issues (\$ millions)		\$130.0			
Net Leverage Ratios	8.04	7.93	7.32	6.55	6.20

[1] Rate adjustments projected for Nov. 1 of each fiscal year (i.e., on 11/1/2023 for FY2024).

# Exhibit C: Rate Strategy 3

Tualatin Valley Water Rate Strategy for the 2023-25 Biennium

Description	FY2024	FY2025	FY2026	FY2027	FY2028
<b>Customer Impacts</b>					
Rate Adjustments [1]	17.5%	17.5%	6.50%	3.40%	3.40%
Typical Monthly Bill	\$82.79	\$97.28	\$103.60	\$107.12	\$110.77
<b>Debt Issuances and Net Leverage Ratios</b>					
Debt Issues (\$ millions)		\$130.0			
Net Leverage Ratios	8.33	7.96	6.87	6.06	5.69

[1] Rate adjustments projected for Nov. 1 of each fiscal year (i.e., on 11/1/2023 for FY2024).