



TUALATIN VALLEY
WATER DISTRICT

Board Meeting Minutes

September 20, 2023

REGULAR SESSION – 6:00 PM

CALL TO ORDER

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

Staff Present: Clark Balfour, General Counsel; Paul Matthews, Interim Chief Executive Officer; Peter Boone, PE, Chief Operating Officer; Dave Kraska, PE, Water Supply Program Director; Andrew Carlstrom, Customer Service Manager; Justin Dyke, Interim Communications and Public Affairs Supervisor; Kylie Bayer, Human Resources Director; Tim Boylan, IT Services Director and Sam Kaufmann, District Recorder.

REPORTS BY THE CHIEF EXECUTIVE OFFICER AND MANAGEMENT STAFF

Paul Matthews presented the CEO report and Andrew Carlstrom presented his department update.

Mr. Matthews mentioned he would be presenting the board with an overview of district priorities in the near future.

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.

1. CONSENT AGENDA

A. Approve the August 16, 2023, regular meeting minutes.

Motion was made by Duggan, seconded by Lisac, 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. Consider a resolution establishing water rates and other charges for the Tualatin Valley Water District with an effective date of November 1, 2023. Staff Report – Paul Matthews

Paul Matthews presented his staff report on Resolution 14-23.

Motion was made by Doane, seconded by Duggan, to adopt Resolution 14-23, a resolution establishing water rates and other charges for the Tualatin Valley Water District with an effective date of November 1, 2023. The motion passed unanimously with Doane, Duggan, Fisher, Lisac and Sanders voting in favor.

B. Beaverton meter reading agreement. Staff Report – Clark Balfour

Clark Balfour presented his staff report on Resolution 15-23.

Motion was made by Lisac, seconded by Duggan, to adopt Resolution 15-23, a resolution approving the intergovernmental agreement between Tualatin Valley Water District and the City of Beaverton for meter reading services. The motion passed unanimously with Doane, Duggan, Fisher, Lisac and Sanders voting in favor.

C. Dick Schmidt facility naming. Staff Report – Peter Boone

Peter Boone presented his staff report on Resolution 16-23.

Motion was made by Doane, seconded by Duggan, to adopt Resolution 16-23, a resolution to name the 209th Avenue and Farmington Road facility in honor of Richard d. Schmidt. The motion passed unanimously with Doane, Duggan, Fisher, Lisac and Sanders voting in favor.

ADJOURNMENT

There being no further business, President Sanders adjourned the meeting at 7:40 p.m.

EXECUTIVE SESSION – FOLLOWING REGULAR MEETING

An executive session of the Board was called under ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Additionally, an executive session of the Board is called under ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection and ORS 40.225 attorney client privilege.

Todd Sanders, President


Jim Doane, Secretary



1

CAMP CREEK FIRE UPDATE

As of today, 9/20, the Camp Creek Fire in the Bull Run Watershed stands at 2,055 acres with 62% containment. Crews expect the fire to continue to smolder in heavy fuels until significant rains can extinguish it, but the risk of rapid fire growth is minimal. The response is starting to wind down and crews are removing equipment that is no longer needed.

2 | CEO Announcements 

2

TAYLORS FERRY RESERVOIRS AND SITE IMPROVEMENTS PROJECT

The District recently received notification that we've been awarded additional grant funding for the Taylors Ferry Reservoirs and Site Seismic Improvements project. Originally, this project had been awarded a FEMA hazard mitigation grant that covered 75% of the cost or about \$11.8 million, and now we have secured an additional \$3.9 million from a combination of state and federal grants that will cover the entire cost of the project. This project is scheduled to go to bid this fall with construction beginning soon after.

DEPARTMENT REPORT

Customer Service Manager Andrew Carlstrom will present the department report this evening.



The Meter-to-Cash Cycle

Customer Service Department Report

Andrew Carlstrom, Customer Service Manager
September 20, 2023



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Meter-to-Cash Cycle - Summary

- **Water Utility Meter to Cash Cycle**
 - In aggregate, the processes of:
 - Enrolling customers and maintaining appropriate account data
 - Reading meters
 - Billing customers
 - Receiving payments
 - Addressing collections issues
 - Providing refunds
 - Applying the payments to the proper accounting ledger
 - People, process, technology
 - The meter-to-cash cycle strongly leverages highly trained staff, carefully designed business processes, and a wide array of technology solutions – many which interface to the CIS.

Sources

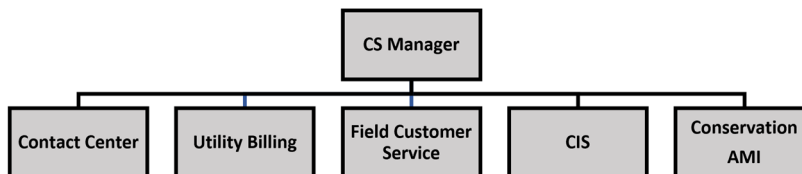
Water Research Foundation Report #4583

EMA, Inc.



6

TVWD Customer Service Department



- **Closely linked, customer-focused department functions**
 - One of several TVWD departments whose work is essential for the meter-to-cash cycle
- **Work closely with other TVWD work groups**
 - Especially Finance, IT Services, Communications, Engineering
- **Work directly with vendors**
 - Customer Information System (CIS), payment processor, lockbox, bill print, phone system, notification services, meter testing, outside collections agency
- **Work with partner agencies (IGAs)**
 - Clean Water Services (CIS co-owner), City of Beaverton

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Water Utility Meter-to-Cash Cycle – Greater Detail



Manage Customer Accounts & Services

- Process Examples
- Move in / move out
 - Start / stop service
 - Payment assurance
 - Create service orders
 - Customer data management

Read Meters

- Process Examples
- Record meter reads
 - Upload data to CIS
 - Pre-bill exception (high-low) management
 - Manage service orders

Calculate Consumption & Manage Rates

- Process Examples
- Calculate consumption based on meter reads
 - Estimate consumption
 - Apply rates
 - Manage rate updates

Prepare & Deliver Bills

- Process Examples
- Bill cycle run
 - Print and mail
 - Electronic presentment
 - Adjustments
 - Cancel / rebill
 - Bill exceptions

Process & Record Payments

- Process Examples
- Receive payments
 - Payment processing – payment card, ACH, cash, lockbox
 - Manage finalized accounts

Manage Credit & Collections

- Process Examples
- Delinquency processing
 - Notices – reminder, urgent, shutoff
 - Returned payments
 - Payment arrangements
 - Bankruptcy process
 - Write off accounts
 - Refer accounts to outside collections agency

Manage General Ledger & Analyze Revenue

- Process Examples
- Updates to G/L for Accounts Receivable, cash, write offs
 - Updates to Payables
 - Support A/R sub-ledger detail
 - A/R analysis
 - Revenue analysis

Sources

Water Research Foundation Report #4583
EMA, Inc.

8

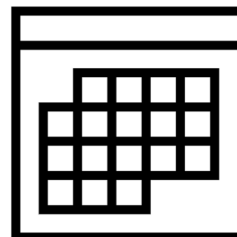
TVWD Priorities and the Meter-to-Cash Cycle

- **TVWD Priorities**
 - Maintain daily operations
 - Successfully complete the WWSP
 - Stabilize and maximize the new CIS
- **Meter-to-Cash Focus Areas Ahead**
 - CIS continuous improvement phase
 - Customer assistance program (20% bill discount recommended by RAC)
 - Monthly billing (pilot project)
 - New joint billing IGA with Clean Water Services
 - Supporting customers while reducing A/R
 - Contact center assessment study + recommendations
 - Advanced Metering Infrastructure (AMI)
- **Future Meter-to-Cash Board Presentations**
 - Updates on focus areas

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Monthly Billing Pilot Project Update

- **Rate Advisory Committee Recommendation**
 - Recommended by first RAC
 - Deferred until new CIS implemented
- **Monthly Billing Considerations**
 - Range of monthly billing approaches to achieve
 - Interim versus long-term solutions
 - Customer experience needs to be weighed strongly
 - Manual reads, AMR, AMI provide meter data for conducting monthly billing without estimation or bill-splitting
- **Monthly Billing Pilot**
 - First monthly bills to pilot area in mid-September 2023
 - Metrics identified / being tracked for measuring pilot success



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Questions?




TUALATIN VALLEY
WATER DISTRICT 11

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CONSENT AGENDA

A. Approve the August 16, 2023, meeting minutes



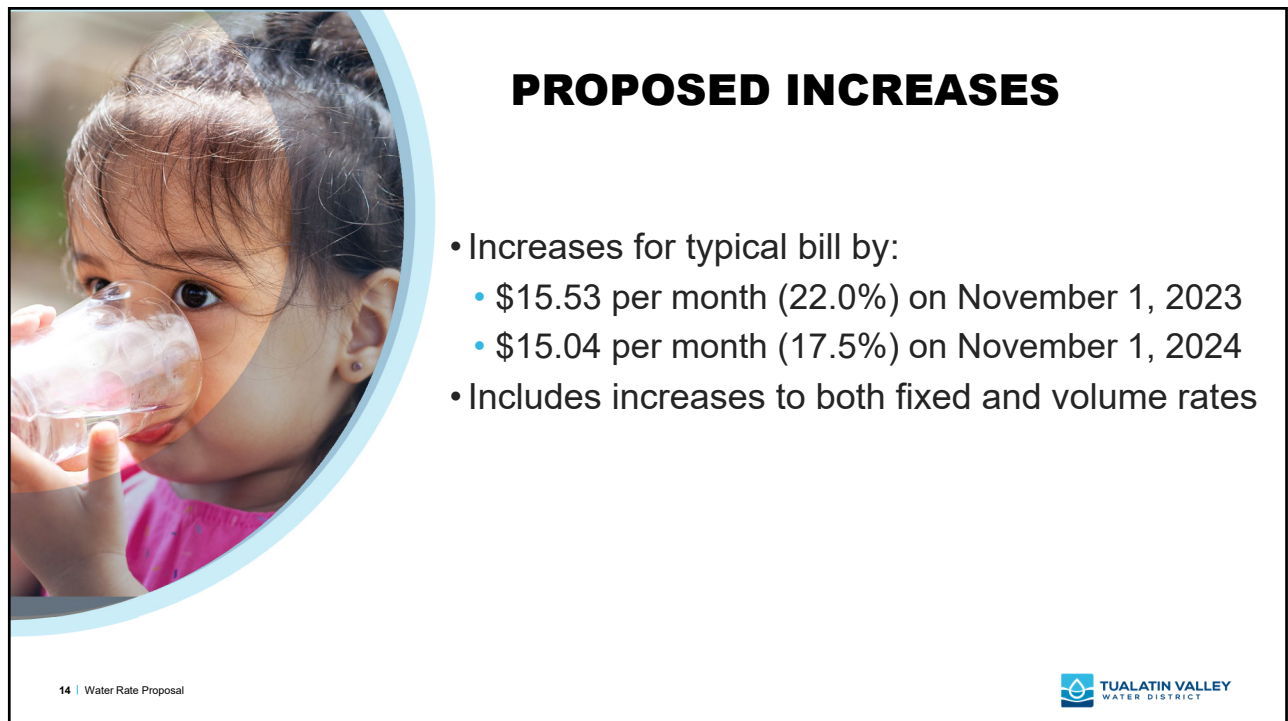
TUALATIN VALLEY
WATER DISTRICT 12

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The graphic features a dark blue background with a large, light blue circular frame. At the top center is the Tualatin Valley Water District logo, which consists of a white square containing a stylized water drop and waves. Below the logo, the text "TUALATIN VALLEY WATER DISTRICT" is written in white, uppercase letters. The main title "WATER RATE PROPOSAL" is displayed in a larger, bold, white, uppercase font. In the center of the frame is a glass of water, with the water level and the reflection of the sky and clouds visible. Below the glass, the text "Board Regular Meeting" is written in white, and "September 20, 2023" is written in a smaller white font at the bottom.

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The slide features a circular inset image on the left showing a young child with dark hair drinking from a clear plastic water bottle. To the right of the image is the section header "PROPOSED INCREASES" in bold, black, uppercase letters. Below the header is a bulleted list of information regarding the proposed rate increases. At the bottom left of the slide, there is a small text label "14 | Water Rate Proposal". At the bottom right, the Tualatin Valley Water District logo is displayed, consisting of a blue square with a white water drop and waves icon, followed by the text "TUALATIN VALLEY WATER DISTRICT" in blue and black.

PROPOSED INCREASES

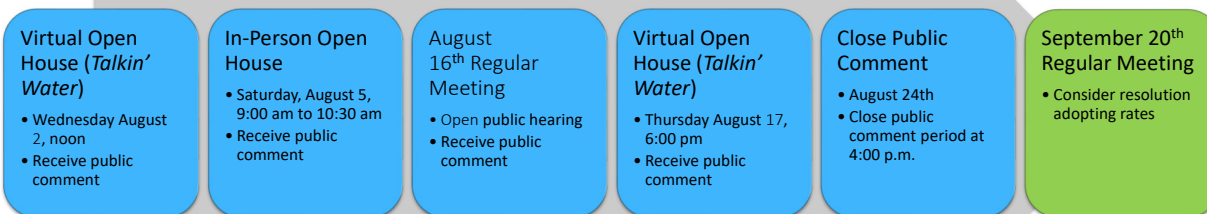
- Increases for typical bill by:
 - \$15.53 per month (22.0%) on November 1, 2023
 - \$15.04 per month (17.5%) on November 1, 2024
- Includes increases to both fixed and volume rates

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Concerns of Our Customers

- How will the community benefit from the current investments in the Willamette?
- Are you managing costs responsibly?
- Are all customers, including corporations, paying their fair share?
- Some of my neighbors can't afford these investments. What are you doing to help them?

Public Outreach Efforts

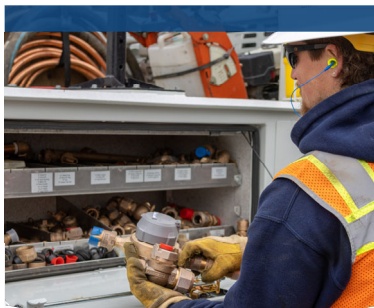


MAJOR RATE DRIVERS

How Your Money Is Used



Construction of the additional water supply

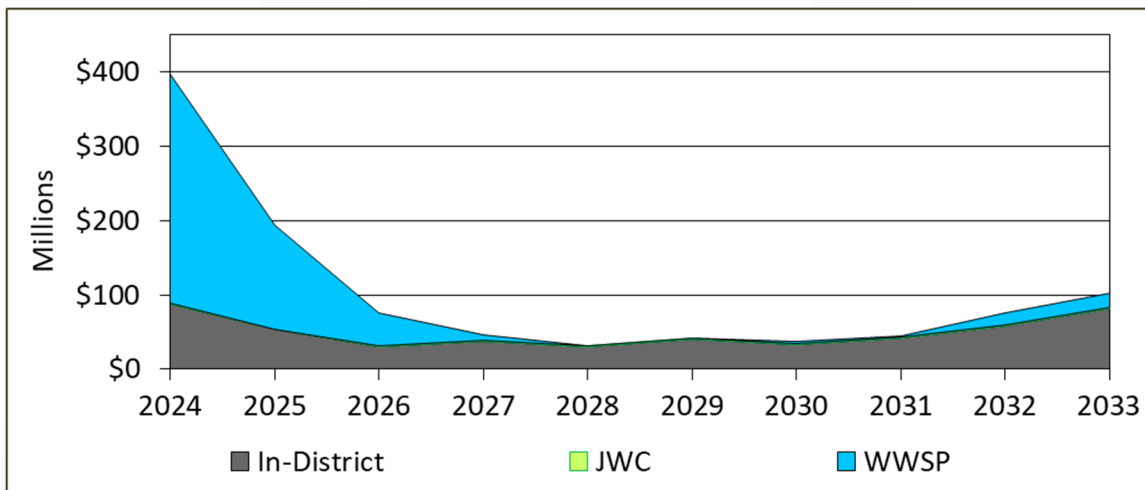


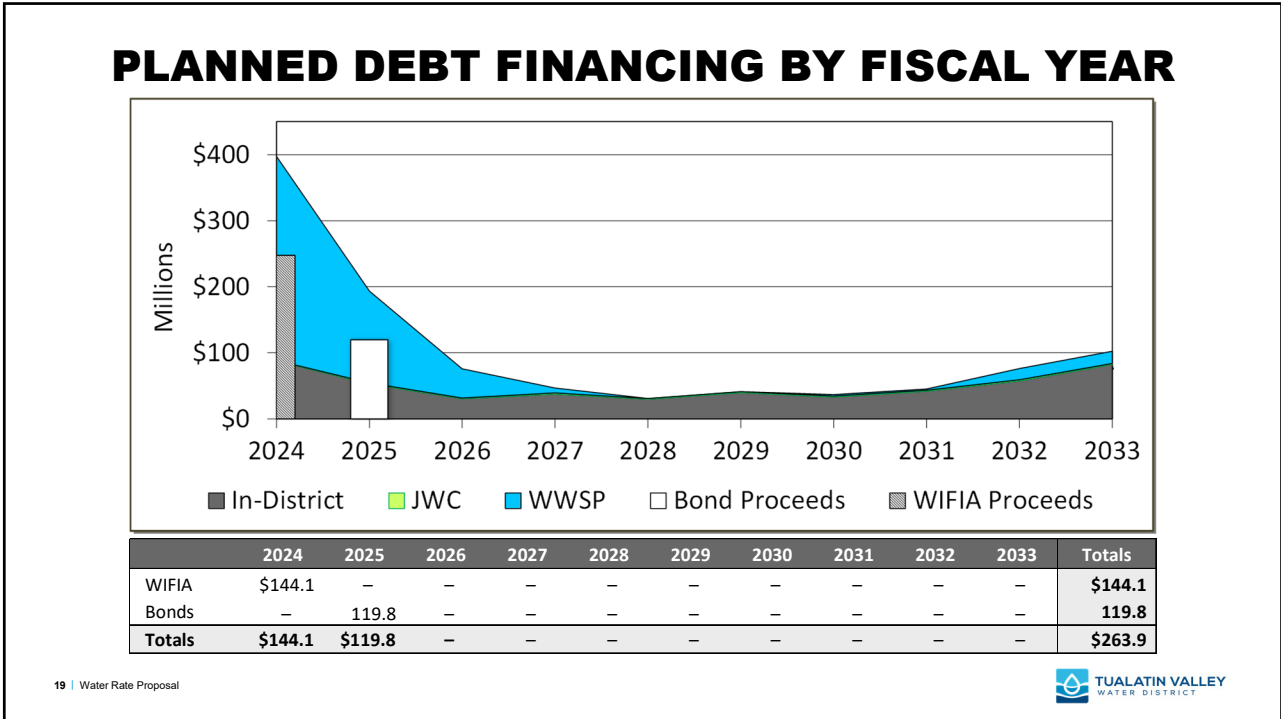
Maintenance and operations of the water system



Purchased Water

NEAR-TERM INFRASTRUCTURE INVESTMENTS





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PURSUING FEDERAL AND STATE ASSISTANCE

Helping our elected leaders understand TVWD's importance to Oregon

Accomplishments to Date

- \$4 million grant received for the treatment plant
- \$5 million grant received for Advanced Metering Infrastructure (AMI) project
- \$11 million grant received for Taylors Ferry Reservoir

20 | Water Rate Proposal TUALATIN VALLEY WATER DISTRICT

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Seven Ways We Are Working to Control Costs



1. Cut more than \$50 million in project costs
2. Maximize competition
3. Negotiate the best price and quality for services and goods
4. Make cost effective engineering design decisions
5. Proactively manage risks early
6. Partner on projects
7. Rigorously manage all aspects of the Program to stay on schedule

How We Saved Customers Money

	Managed Operating Expenses	<ul style="list-style-type: none"> • Managed operating budgets to generate over \$12 million in savings during most recent biennium. • Reduced healthcare premiums by 4.5%
	Deferred Capital Project	<ul style="list-style-type: none"> • Delayed building pipelines and reservoir to better align with District's cashflow
	Partnered with Others	<ul style="list-style-type: none"> • Achieve economies of scale by partnering with other utilities and local governments
	Finding Other Resources	<ul style="list-style-type: none"> • Generated over \$6 million in interest earnings by changing WIFIA draw strategy • Approximately \$20 million in Federal grants

Willamette Water Supply Program Mission

Provide a cost-effective, reliable, and resilient water supply system by July 2026, that benefits current and future generations of the communities we serve and supports a vibrant local economy.



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Willamette Water Supply Program Overview

1. Willamette River intake, located in Wilsonville
2. New state-of-the-art water treatment plant
3. 30+ miles of large diameter transmission pipeline
4. Water storage tanks



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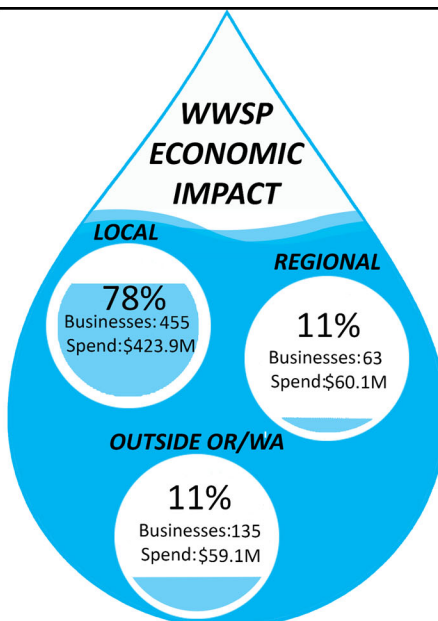
New Seismic Guidelines and Standards

- Pipeline, water tanks and state-of-the-art water treatment plant strengthened at key locations
- Additional investment made at the locations identified as higher risk

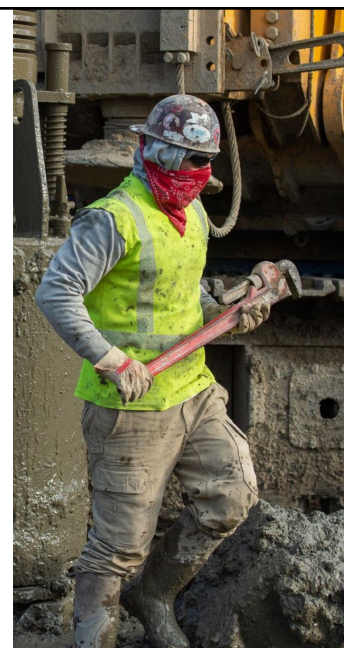


Business Utilization

- Notable Updates
 - Local spend down 6%
 - Regional spend increased 6%
 - Local and Regional spend over \$480 million or 89%



Data through Q4 2022



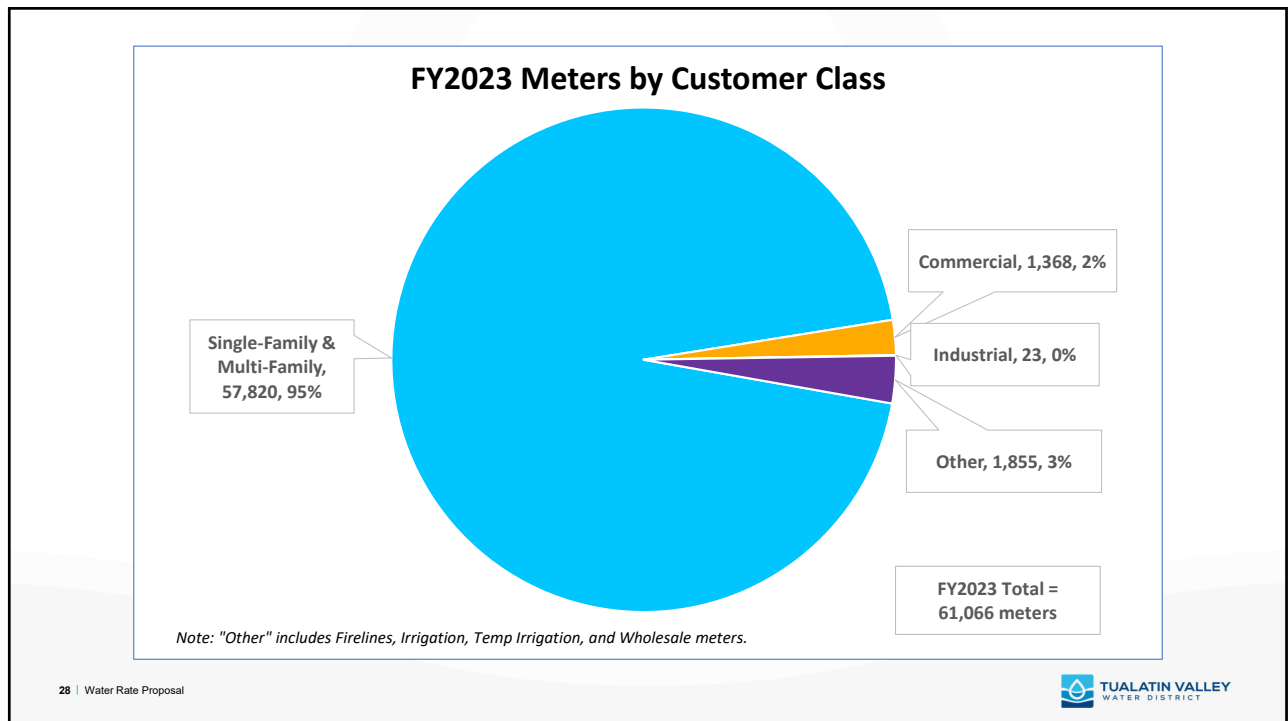
Are all customers, including corporations, paying their fair share?



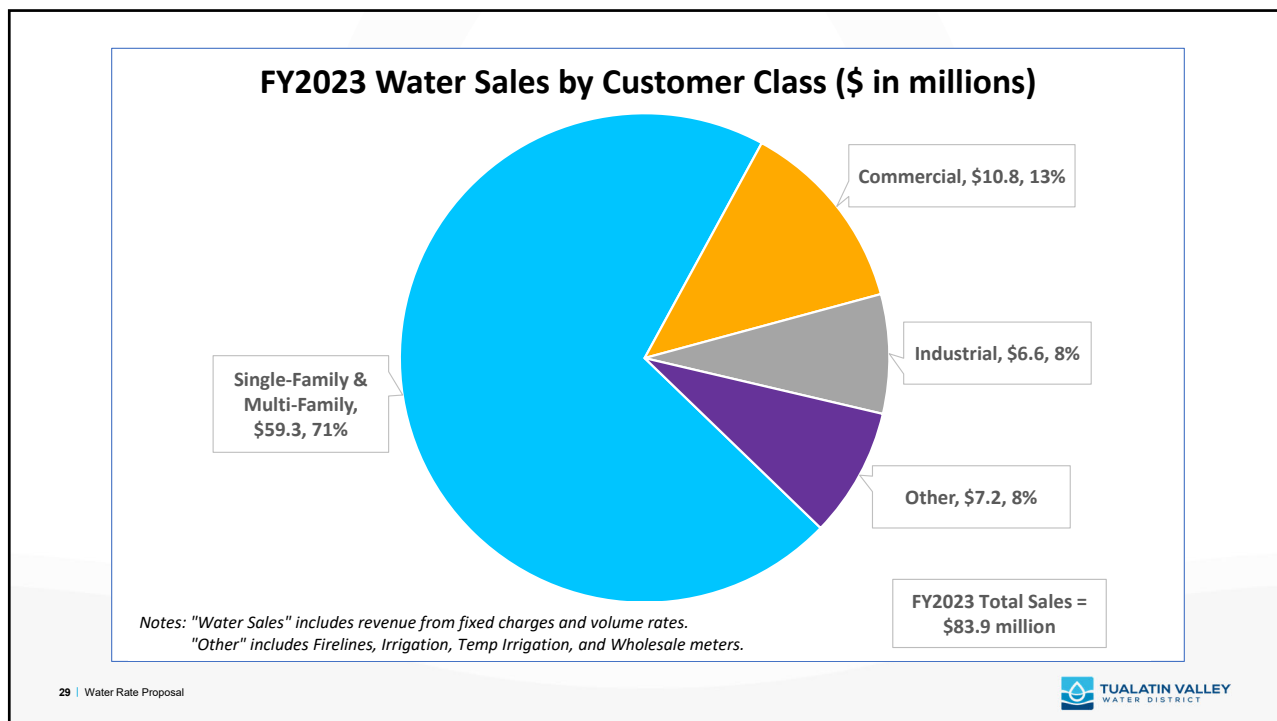
27 | Water Rate Proposal



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EXAMPLE OF INDUSTRIAL CUSTOMER IMPACT

Industrial Customer Meter			
8-Inch Meter	Current	Nov 2023	Nov 2024
Fixed Charge	\$497	\$606	\$712
Volume Charge	\$199,837	\$243,801	\$286,467
Total	\$200,334	\$244,407	\$287,178
Monthly Increase		\$44,073	\$42,771

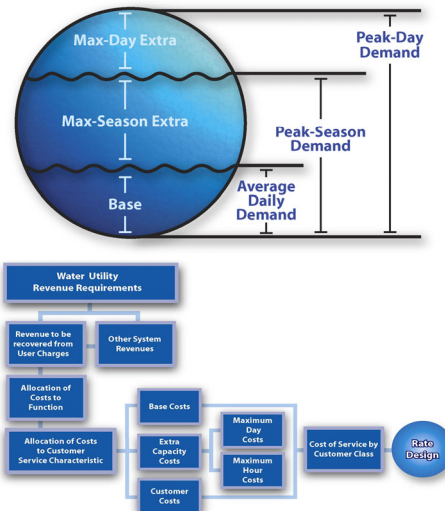
30 | Water Rate Proposal TUALATIN VALLEY WATER DISTRICT

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Cost-of-Service Basis for Setting Water Rates

Guiding Principles

- Industry-standard approach to ensure customers pay in proportion to the cost imposed on the system
- Avoids subsidies among classes of customers
- Ensures new customers pay their fair share



Updates to Other Fees and Charges

Highlights of Changes

- Adjusted various fees to offset inflationary increases in costs
- Proposed new fee to replace lost bulk water placard
- Proposed new meter box installation charge for traffic-rated meter boxes
- Eliminated practice of lending meter keys and related deposits
- Eliminated the rebate for subdivisions where the District installs services before other utilities
- Added charge when developer requests multiple site visits for a meter installation
- Established flat meter fees for meters larger than 2-inches
- Updated various footnotes and language to increase clarity

Some of my neighbors can't afford these investments. What are you doing to help them?



33 | Water Rate Proposal



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RATE ADVISORY COMMITTEE (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?

34 | Water Rate Proposal



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CONVENING THE 2022 – 2023 RAC

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

RAC Members

Allie Syes	June Boone
Carlos Romo	Kyle Walker
Chai Saecheo	Lisa Mentessana
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

1 Why Now
2 Affordability
3 Learn More
4 Comment Card

twvd.org/2022RAC

Web Links

Info About Meeting #1: October 18, 2022, Return to RAC

35 Water Rate Proposal

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CUSTOMER ASSISTANCE PROGRAM RECOMMENDATION

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 all customers recovered proportionately from both fixed and volume charges.

36 Water Rate Proposal

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Proposed Rate Adjustments

37 | Water Rate Proposal






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PROPOSED FIXED MONTHLY CHARGES

Meter Size	Current	Proposed	
		Nov 2023	Nov 2024
5/8 Inch	\$21.25	\$25.93	\$30.47
3/4 Inch	23.41	28.56	33.56
1 Inch	28.85	35.20	41.36
1.5 Inch	38.77	47.30	55.58
2 Inch	57.18	69.76	81.97
3 Inch	159.22	194.25	228.24
4 Inch	213.34	260.27	305.82
6 Inch	343.82	419.46	492.87

38 | Water Rate Proposal



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PROPOSED VOLUME RATES (\$/CCF)

Volumetric Rates (\$/CCF)	Current	Proposed	
		Nov 2023	Nov 2024
Block 1	\$7.03	\$8.58	\$10.08
Block 2	\$10.02	\$12.22	\$14.36

¹ One CCF is 100 cubic feet of water or about 748 gallons.

² Single-Family Residential Class: Block 1 = Water use up to 28 CCF every two months.
 Block 2 = All consumption over 28 CCF every two months.

³ All other classes: Block 1 = Water use up to 140% of 12-month moving avg.
 Block 2 = All consumption exceeding the Block 1 threshold.

CUSTOMER IMPACT (TYPICAL CUSTOMER USING 7 CCF¹ PER MONTH)

Typical Single-Family Residential Bill			
5/8-Inch Meter	Current	Nov 2023	Nov 2024
Fixed Charge	\$21.25	\$25.93	\$30.47
Volume Charge	\$49.21	\$60.06	\$70.56
Total	\$70.46	\$85.99	\$101.03
Monthly Increase		\$15.53	\$15.04

¹ One CCF is 100 cubic feet of water or about 748 gallons. Typical customer at TVWD uses 7 CCF per month.

CUSTOMER IMPACT **(ABOVE AVERAGE CUSTOMER USING 12 CCF¹ PER MONTH)**

Above Average Single-Family Residential Bill			
5/8-Inch Meter	Current	Nov 2023	Nov 2024
Fixed Charge	\$21.25	\$25.93	\$30.47
Volume Charge	\$84.36	\$102.96	\$120.96
Total	\$105.61	\$128.89	\$151.43
Monthly Increase		\$23.28	\$22.54

¹ One CCF is 100 cubic feet of water or about 748 gallons.

CUSTOMER IMPACT **(HIGH-USE CUSTOMER USING 28 CCF¹ PER MONTH)**

High-Use Single-Family Residential Bill			
5/8-Inch Meter	Current	Nov 2023	Nov 2024
Fixed Charge	\$21.25	\$25.93	\$30.47
Volume Charge	\$238.70	\$291.20	\$342.16
Total	\$259.95	\$317.13	\$372.63
Monthly Increase		\$57.18	\$55.50

¹ One CCF is 100 cubic feet of water or about 748 gallons.

Closing



43 | Water Rate Proposal




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Concerns of Our Customers

- How will the community benefit from the current investments in the Willamette?
- Are you managing costs responsibly?
- Are all customers, including corporations, paying their fair share?
- Some of my neighbors can't afford these investments. What are you doing to help them?

44 | Water Rate Proposal



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Staff Recommendation

Staff recommends the Board adopt Resolution 14-23, a resolution establishing rates and other service charges for the Tualatin Valley Water District with an effective date of November 1, 2023.



45 | Water Rate Proposal

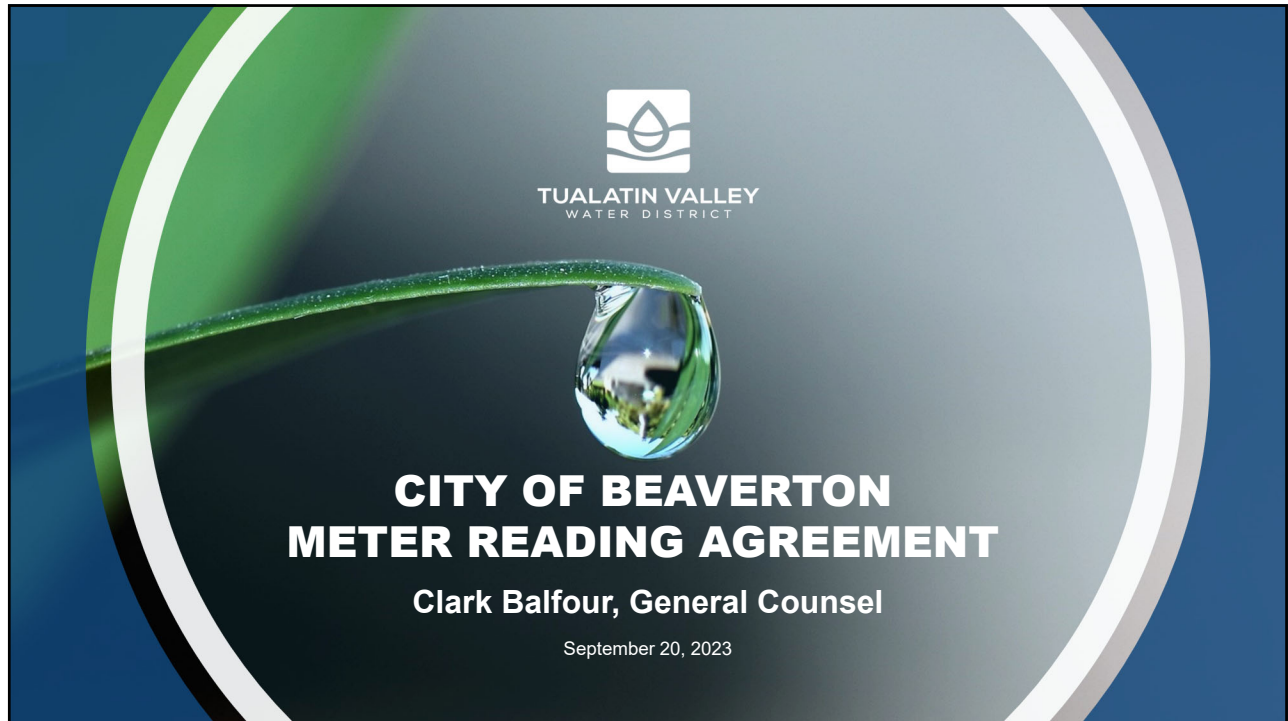


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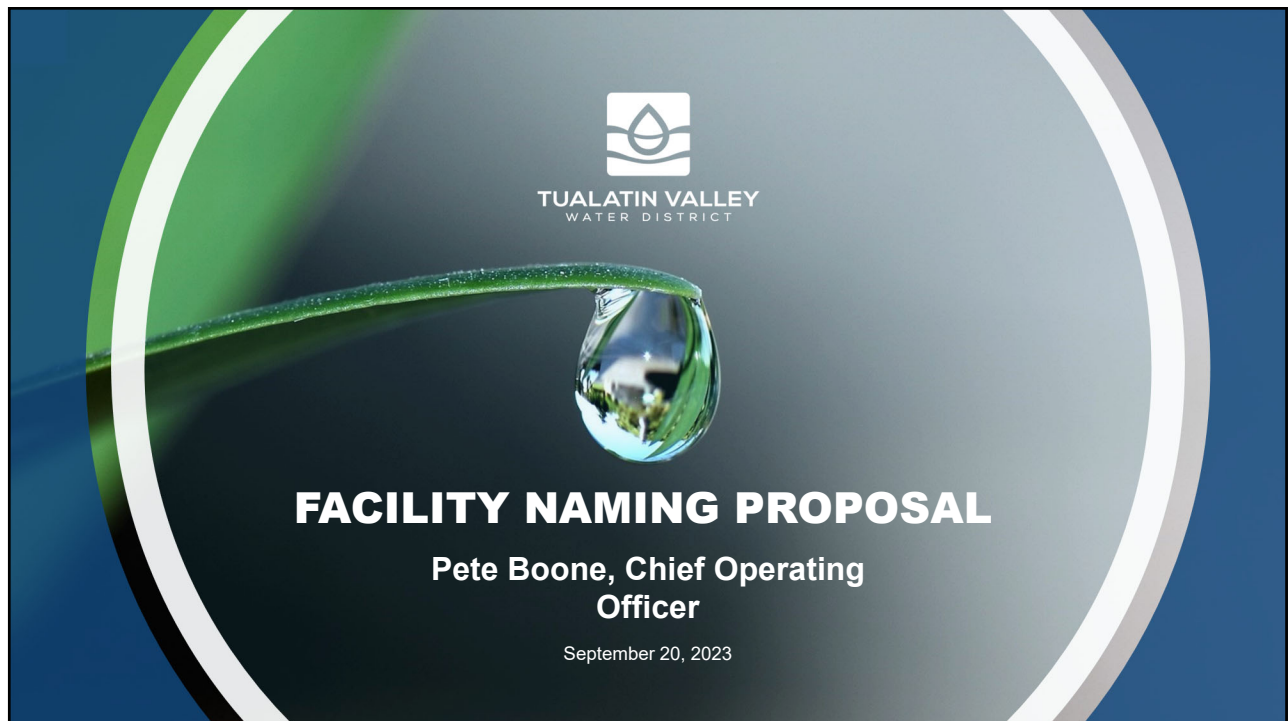


QUESTIONS AND ANSWERS

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SCHMIDT FACILITY DEDICATION AND NAMING

Staff has been in communication with Commissioner Schmidt’s family about the concept of dedicating and naming the District’s new facility at 209th and Farmington in his honor.

The family supports this and suggested the name be: “Richard D. Schmidt Willamette Supply Facility”

This facility is under construction and nearly complete. It will be a WWSS supply turnout that will control flow, regulate pressure, and add fluoride.

SIGNAGE RENDERING



OPTION 8A | Font: Perpetua Titling MT Light (top); Arial Regular (bottom) | Letter height: approx. 10" (top); 6" (bottom)

STAFF RECOMMENDATION

Staff recommends adopting Resolution 16-23, dedicating and naming the Richard D. Schmidt Willamette Facility in honor of the late Commissioner Dick Schmidt.





TUALATIN VALLEY

WATER DISTRICT

Report of Meetings Attended

Commissioner: Carl Fisher

Date: 9/20/23

Date	Meeting or Function	Purpose	\$	Claimed
8/31/23	WEA Bonamici Forum	Hear update on Congress	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/6/23	Andrea Salinas Town Hall	Meet with MOC and hear updates	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/10/23	AWWA Conference Day 1	Tour of historic water works	50	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
9/11/23	Board Agenda Setting Meeting with Commissioner Sanders and Pete Boone	Plan Sept. Board Meeting	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/12/23	AWAA Conference Day 3	Attended Sessions on improving resiliency	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/15/23	Phone meeting with Commissioner Sanders	hear updates on district	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/20/23	TVWD Board Meeting	Regular 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

OK to pay \$300 - SK

Date: 9/20/23

Approved by



President



Secretary

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

In accordance with Board Policies, an amount equal to the unclaimed reimbursements for meetings will be transferred to the District's Customer Emergency Assistance Fund.



Report of Meetings Attended

Commissioner USAC

Date	Meeting or Function	Purpose	\$	Claimed
8/17/23	TALKIN' WATER	RATES VIRTUAL HOUSE - 2 PUBLIC PRES & Q&A	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/21/23	CALL W/ PRES. SANDERS	DISCUSSION REGARDING REGIONAL PROVIDEDS	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/28/23	CALL W/ PRES. SANDERS	DISCUSSION OF TEMP LEGAL COUNSEL	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/15/23	CALL W/ PRES. SANDERS	PLANNING FOR 9/20/23 EXECUTIVE SESSION	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/20/23	TWO BOARD MEETINGS	SEPTEMBER MEETINGS	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


OK to pay \$250 - SK

Date: 9/20/23

Requested by: ELLIOT USAC

Commissioner

Date: 9/20/23

Approved by: 

President

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

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TUALATIN VALLEY
WATER DISTRICT

Report of Meetings Attended

Commissioner Jim Duggan

Date	Meeting or Function	Purpose	\$	Claimed
8/17/2023	Talkin' Water: Rates	Virtual Open House	50	x Yes <input type="checkbox"/> No
9/12/2023	Wash. Co. CPO #1	Local Updates - WWSP	50	x Yes <input type="checkbox"/> No
9/13/2023	RWPC Executive Com.	Regular 1/3 Yr. Mtg.	50	x Yes <input type="checkbox"/> No
9/20/2023	TVWD Board Mtg. & Exec. Sess.	Regular Monthly Mtg.	50	x 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

OK to pay \$200 - SK

Date: 9/20/2023

Requested by: James. J. Duggan

Commissioner

Date: 9/20/23

Approved by:



President

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

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Report of Meetings Attended

Commissioner Doane

Date	Meeting or Function	Purpose	\$	Claimed
9/20	Regular Meeting		50	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
9/12	Association of State Dam Safety Officials	How to Avoid making bad Risk Decisions	50	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
9/5	Work Session		50	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
9/3	50 th Anniversary of PE			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Date: 20 Sept 2023

Requested by: Jim Doane

Commissioner

OK to pay \$150 to CEAF - SK

Date: 9/20/23

Approved by: _____

President

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



TUALATIN VALLEY
WATER DISTRICT

Report of Meetings Attended

Commissioner: Todd Sanders

Date: 9/20/23

Date	Meeting or Function	Purpose	\$	Claimed
8/30	West Slope Board President	Meeting planning	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/31	West Slope Board President	Agenda setting	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/4	West Slope Board President	Agenda planning	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/15	West Slope Board President	Meeting scheduling and date setting	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/16	Legal, HR, Board phone calls	HR issues	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/17	Legal, Hr, Board phone calls	HR issues	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/18	Water supply committee mtg	Construction issues/ Fire in Bull Run	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/19	Leadership team phone calls	Interim CEO	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/20	Monthly Board meeting	Rate setting	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/8	Meeting with contractor Norm Eder	Municipal relations	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Date: 9/20/23

Approved by:  President Secretary

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In accordance with Board Policies, an amount equal to the unclaimed reimbursements for meetings will be transferred to the District's Customer Emergency Assistance Fund.



TUALATIN VALLEY
WATER DISTRICT

Report of Meetings Attended

Commissioner: Todd Sanders

Date: 9/2/23

Date	Meeting or Function	Purpose	\$	Claimed
8/18	Meet with CEO	Update on Legis. activities	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/21	CFM, CEO and Board Chair	Lobbying Activities	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/22	CEO, Jim Doane, Todd Sanders	Water Supply Committee	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/24	CEO and Board Chair	West Slope communication update	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/25	CEO and Board Chair	Pre vacation communication	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/28	Water Supply Committee Meeting	Fire in Bull Run update	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/29	West Slope Board Chair	agenda discussion	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8/30	E-Bike Tour: West Five District	Beaverton Council and Mayor tour	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/7	COO and Board Chair	updates on municipal partners	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/12	COO, Board Chair and Vice Chair	Agenda planning session	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Date: 9/20/2023

Approved by 

President Secretary

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TUALATIN VALLEY
WATER DISTRICT

Report of Meetings Attended

Commissioner: Todd Sanders

Date: 9/20/23

Date	Meeting or Function	Purpose	\$	Claimed
9/11	Lobby consultant meeting	municipal relations	50	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9/13	Lobby consultant meeting	municipal relations	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
				<input type="checkbox"/> Yes <input type="checkbox"/> No

OK to pay \$1,100 - SK

Date: 9/20/23

Approved by:

President

Secretary

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