



**Eugene Water & Electric Board
Board Calendar Report
Updated December 26, 2023**

Visit EWEB’s Events Calendar for a comprehensive listing of upcoming EWEB presentations and events in the community <https://www.eweb.org/about-us/calendar>. EWEB hosted events that are open to the community at large are also included herein.

Changes to meeting agenda since last publication:

#	Change Type	Meeting Date	Type	Title/Description/Responsible Party
1	New	01-09-24	Agenda	General Manager’s 2024 Performance Evaluation Criteria (Direction – Lawson/Hutchens)
2	New	02-06-24	Agenda	Upcoming Electric Utility Bond Financing (Action – Hart/Balmer)

Items that may be added to future meeting agendas or correspondence:

#	Originated From/Date	Subject/Objective	Timing	Schedule	Status/Comments/Responsible Party
1	March 1, 2022	City of Eugene Liaison Update (Information)	To occur the month following meetings with COE Leadership	Quarterly, next occurrence February 2024	Recurring 15-minute agenda item to be added at the end of Items from Commissioners.
2	May 3, 2022	Proposed Update to Customer Service Policy - AMI updates to support deployment and operations (Correspondence)	Present to Board in 2024; proposed implementation upon completion of meter deployment and SAP go-live.	TBD	Meters delayed due to supply chain, expect to resume mass deployment late 2023/early 2024. Price/Jones/Hart/McGaughey
3	May 3, 2022	Proposed Update to Customer Service Policy - AMI Opt-Out Fees (Action)	Deferred to 2024	TBD	10-minute Action Item Price/Jones/Hart/McGaughey
4	Oct 2023	Rate Design		TBD	Hart/Rue
5	Nov 2023	EES Update (Information)		Tentative Aug 2024	30-minute Information Item Customer impacts, cutover plans, and Season 2 needs Hart/McGaughey/Knabe
6	Nov 2023	EES Update (Information)	After EES go-live	Tentative Dec 2024 or Jan 2025	20-minute Information Item Report on project launch, positive outcomes, etc. Hart/McGaughey/Knabe

** Note: Scheduled presentations and dates may be subject to change.*

Status is “Pending”, “Approved”, or “Declined”

Timing refers to the criticality of scheduling, i.e., ASAP, or non-critical.

Regular session to begin at 5:30 p.m. on the first Tuesday of each month, unless that Tuesday falls on or generally conflicts with a national holiday. (EWEB Bylaws Article X., Section 1.)

Allow for a 10-minute break two hours after start time (5-minute break for virtual meetings)
 160 minutes available for non-routine regular session and executive session agenda items

Key:

- Standard Meeting Date
- Special Meeting Date
- Tentative/Hold date for possible 2nd Meeting
- Event, Webinar, etc. that may be of interest

Eugene Water & Electric Board Tentative Future Agendas

EWEB Board of Commissioners reserves the right to add, delete or reschedule items as needed, change the order of presentations, and discuss any other business deemed necessary at the time of the regular meeting.

EWEB Calendar of Events: eweb.org/about-us/calendar

February 6, 2024

Executive Session 5:00-5:30 P.M.		
Pursuant to ORS 192.660 (2)(f) to consider information or records that are exempt by law from public inspection (ORS 192.345(23))--Records or information that would reveal or otherwise identify security measures, or weaknesses or potential weaknesses in security measures, taken or recommended to be taken to protect buildings or other property)		
Regular Board Meeting – 5:45 P.M.		
<i>(80 min. remaining)</i>		
ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Resolution No. 24##, Upcoming Electric Utility Bond Financing – Hart/Balmer	20	Action
Recurring – EWEB/City of Eugene Joint Initiatives Agenda – Board of Commissioners	30	Action
CONSENT CALENDAR		
Recurring – Resolution No. ####, Board Appointments, Committees, Outside Liaisons - Lawson		
CORRESPONDENCE		
Grant Funding Process – Hart/DeBolt		
Placeholder – State Legislative Update – Heuser (Information)		

February 20, 2024 (3rd Tuesday) - Tentative Placeholder if needed

Work Session – 5:30 P.M.		
GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
-		

March 5, 2024

Regular Board Meeting – 5:30 P.M. (70 min. remaining)		
ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring – State of the Utility Address & Prior Year-end Operational & Strategic Goals Report – Lawson	45	Information/Discussion
Recurring – State of the Watershed Annual Report (pentachlorophenol plume, illegal camping, watershed monitoring and management topics) (Information) – Kelley/Masters/Fricke/Toth/Donahue/Erkert	15	Information/Q&A
College Hill Reservoir Project Update – Kelley/Farthing/Connors	30	Information
CONSENT CALENDAR		
Resolution No. #####, EWEB/City of Eugene Joint Initiatives Agenda – Lawson/Kah		
CORRESPONDENCE		
Eugene-Springfield Natural Hazard Mitigation Plan Update (Price/Parisi – Review/Feedback)		
Recurring – EWEB Participation in Equity Community Consortium – Yearly Update (Price – Information)		
Placeholder – Second Water Treatment Plant – Annual Situational Update (Information) - Kelley/Masters/McCullough		
Recurring – State Legislative Update (Board Policy GP13 & Resolution #####) – Heuser (Information)		

March 19, 2024 (3rd Tuesday)

Executive Session – TBA (45-60 minutes)
Recurring – Pursuant to ORS 192.660(2)(i) - to review and evaluate the employment performance of the General Manager

April 2, 2024

Regular Board Meeting – 5:30 P.M. (75 min. remaining)		
ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring – Prior Year-End (2023) Audited Financial Statements and Management Letter - CFO/Moss Adams	35	Information
Recurring – General Manager's Annual Performance Evaluation and Merit Discussion for prior year – EWEB Board of Commissioners	20	Discussion (Potential Compensation Action)
Recurring – Climate Guidebook – Hoell (Information) (Includes Annual Greenhouse Gas Inventory/Report for prior year (Board Policy SD15) – Price/Milovich/Rubin)	30	Information
CONSENT CALENDAR		
Annual Price Adjustment for Dark Fiber Lease Pricing – Price/Atkinson/Lowen		
CORRESPONDENCE		
Recurring – Annual Power Market & Trading Operations Update – Booth/Capper (Information)		
Recurring – Annual Report on Power Trading Compliance (Board Policy SD8) - Hart/Harwood/Booth/Capper (Information)		
Recurring – State Legislative Update (Board Policy GP13 & Resolution #####) – Heuser (Information)		

April 15, 2024

Reminder: Annual Statement of Economic Interest Filing due April 15

For more information see the Oregon Government Ethics Commission webpage at www.oregon.gov/ogec.

May 7, 2024

Regular Board Meeting – 5:30 P.M.

(25 min. remaining)

ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring - Wildfire Mitigation Compliance Plan Approval, including Annual Update – Parisi/Nice/Price/Kelley	30	Action
Recurring – Annual Capital Project Update - Kelley	30	Information
Recurring – Annual Reserve Fund Status and Transfers/Use of Reserves – Hart	30	Direction
Recurring – Quarterly Strategic & Operational Report for Q1 – Lawson	30	Information
Recurring – Annual Strategic Plan Review – Lawson	30	Discussion
Recurring – Process for Next GM Performance Evaluation – EWEB Commissioners	15	Direction
CONSENT CALENDAR		
Recurring – Annual Price Adjustment for Joint Use Fees (Effective June 1 st) – Kelley/Williams/Svetal (Information)		
CORRESPONDENCE		
Recurring – Annual Update Walterville Project Operating Regime & River Flow Forecast for Upcoming Summer (<i>per Record of Decision, Signed January 10, 2018, by GM Lawson</i>) (Information)		
Placeholder – State Legislative Update – Heuser (Information)		

May 23, 2024

Special Upriver Meeting – 6:00 P.M.

McKenzie Fire & Rescue Training Center - 42870 McKenzie Hwy, Springfield, OR.

TOPICS	TIME
TBD	

May 31, 2024

McKenzie River Watershed Field Trip – All day event

June 4, 2024

Regular Board Meeting – 5:30 P.M.

(50 min. remaining)

ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring - Resolution No. #####, Highest & Best Use of Cash/Reserves/Transfers - CFO	20	Action
Recurring – Annual Capital Improvement Plan Assumptions and Priorities – Lawson/Price	40	Direction
Recurring – 2024 Annual Integrated Electric Resource Plan (IRP) Update – Booth/Capper	30	Information

Recurring – Upriver Meeting Follow-Up Discussion – Commissioners 20 Discussion

CONSENT CALENDAR

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CORRESPONDENCE

Recurring – EWEB’s Prior-Year (2023) Oregon Renewable Portfolio Standard (RPS) Compliance Report – Booth/Capper (Information)

Recurring – State Legislative Update (Board Policy GP13 & Resolution #####) – Heuser (Information)

July 2, 2024

Regular Board Meeting – 5:30 P.M.

(70 min. remaining)

ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring – Electric & Water Long-Term Financial Plan Update & Upcoming Year (20##) Budget and Capital Improvement Plan Assumptions - Kelley/Price/Hart	60	Direction

CONSENT CALENDAR

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CORRESPONDENCE

Recurring – Annual Enterprise Risk Management (ERM) Update (Board Policy SD20) - Price/Gorsegrner (Information)

Recurring – Lead & Copper Rule Revisions Compliance Plan – Masters/Fricke (Information)

Recurring – State Legislative Update – Heuser (Information)

August 6, 2024

Regular Board Meeting – 5:30 P.M.

(130 min. remaining)

ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring - Quarterly Strategic & Operational Report for Q2 – Lawson	30	Information

CONSENT CALENDAR

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CORRESPONDENCE

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August 20, 2024 (3rd Tuesday) - Tentative Placeholder if needed

Work Session – 5:30 P.M.

GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
-		

September 3, 2024

Regular Board Meeting – 5:30 P.M.

(140 min. remaining)		
ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring – Current Year Legislative and Regional Policy Update & Upcoming Year Legislative Session Preview - Heuser —	20	Update
CONSENT CALENDAR —		
CORRESPONDENCE		
Recurring – Annual Audit Management Letter Update – Hart (Information)		

October 1, 2024

Regular Board Meeting – 5:30 P.M. (100 min. remaining)		
ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring – Draft Upcoming-Year (20##) Electric & Water Budgets and Long-Term Financial Plans Update – CFO/Hart	15+15	Update/Direction
Recurring – Public Hearing on Upcoming Year ##### Budget Assumptions and LTFP – Board President	10	Public Hearing
Recurring – Annual Dam Safety Update - Krentz/Ohman	20	Update/Direction
CONSENT CALENDAR		
Recurring – Resolution No. ####, Annual Investment Policy Review – Hart		
CORRESPONDENCE —		

October 15, 2024 (3rd Tuesday) - Tentative Placeholder if needed

Work Session – 5:30 P.M.		
GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
-		

November 5, 2024

Regular Board Meeting – 5:30 P.M. (90 min. remaining)		
ACTION AND GENERAL BUSINESS ITEMS	TIME	OBJECTIVE
Recurring – Upcoming-Year (20##) Proposed Budgets and Prices – CFO/Hart	15+15	Update/Direction
Recurring – Public Hearing on Upcoming-Year (2023) Proposed Budgets and Prices – Board President	10	Public Hearing
Recurring – Quarterly Operational & Strategic Goals Report for Q3 – Lawson	30	Information
CONSENT CALENDAR		
Recurring – Resolution No. ####, Trojan Annual Operating Budget – CFO/Hart		

CORRESPONDENCE

Recurring – Upcoming Year Legislative Session Preview and Legislative Position Proposals – Heuser (Guidance)

Recurring – Process for Annual Board Self-Assessment (Board Policy GP1) – Lawson/Commissioners (Guidance)

December 3, 2024

Regular Board Meeting – 5:30 P.M.

(25 min. remaining)

ACTION AND GENERAL BUSINESS ITEMS

TIME

OBJECTIVE

Recurring – Upcoming-Year (20##) Proposed Budgets and Prices – CFO/Hart

15+15

Update/
Action

Recurring – Public Hearing on Upcoming-Year (20##) Proposed Budgets and Prices – Board President

10

Public Hearing

Recurring – Resolution No.####, Upcoming Year State Legislative Agenda (Board Policy GP13) - Lawson/Heuser

20

Action

Recurring – Annual Board Policy Review (policies changed within one year) – Lawson

30

Direction

Work Session

20## Organizational Goal Development – Lawson/Price

45

Direction

CONSENT CALENDAR

Recurring (biannual) - Resolution No. ####, EWEB Avoided Costs Filing

CORRESPONDENCE

Recurring – Present Year-End (20##) Audit Planning - CFO/Moss Adams Auditors (Information)

Recurring – Board Officer and Liaison Positions – Lawson/Kah (Information)