



**Tumalo Basin Sewer District**  
64682 Cook Ave, Box 19, Bend OR 97703  
[Info@tumalobasinsd.org](mailto:Info@tumalobasinsd.org)  
TumaloBasinSD.org  
541-239-338

**Tumalo Basin Sewer District Board Meeting Minutes**  
**Tuesday, December 9, 2025, at 4:30 p.m.**  
**64670 Strickler Ave, Ste 100, (Tumalo) Bend OR**

1. Call to Order, Attendance: Board members – Rob Fish, Jeanie Fraley, Sophie Paez.  
Others- Martha Gross, Jim Wilhelm, Bobby Voeks
2. Pledge of Allegiance
3. Consent Agenda: no objections
  - a. Approval of November 11, 2025 Meeting Minutes (Exhibit A)
  - b. Approval of November 25, 2025 Special Meeting Minutes (Exhibit B)
  - c. Review Payables
  - d. Treasurer Report
4. Discussion and Action Items
  - a. Review, discuss, adopt Resolution 2025-008 (Exhibit C), authorizing the Board to enter into a contract with Parametrix: Martha suggested edits to Resolution passed at 11-25 special meeting that create an associated project number and subsequent tasks. Jeanie Fraley moved to adopt Resolution 2025-008 with the changes, Sophie Paez seconded. Roll-Call Vote: Robert Fish: Yes, Sophie Paez: Yes, Jeanie Fraley: Yes. Motion passed unanimously.
  - b. Discuss current status and funding details of the Clean Water State Revolving Fund (CWSRF) grant and the Water/Wastewater Financing Program (W/W) grant through Business Oregon: Two changes were suggested that Rob Fish will discuss with Ryan Rudnick. Jeanie Fraley moved to approve the grant application with clarifications, Sophie Paez seconded. Roll-Call Vote: Robert Fish: Yes, Sophie Paez: Yes, Jeanie Fraley: Yes. Motion passed unanimously
5. Other Items: These can be any items not included on the agenda that the Board deems necessary to address as part of the meeting, pursuant to ORS 192.640(1).
  - a. Discuss sample survey for mailing as a public outreach campaign: Discussion. Rob Fish will update the draft. The survey will be fine tuned and eventually sent during the development of the Preliminary Engineering Report in 2026.



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6. Public Comments: Jim Wilhelm asked for a copy of the draft survey, asked about anticipated system design, requested a copy of the feasibility study conducted by the county prior to district formation, and pointed out that the county clerk has a version of the district map that might be more accurate than DIAL.
7. Future Agenda Items: none discussed
8. Adjourn Meeting: 5:34pm. Next meeting January 13<sup>th</sup>, 2026.

Respectfully Submitted,

Martha Gross, Secretary