



Tumalo Basin Sewer District
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Tumalo Basin Sewer District Board Meeting Minutes

**Tuesday, November 25, 2025, at 4:30 p.m.
64670 Strickler Ave, Ste 1, (Tumalo) Bend OR**

1. President Rob Fish called the meeting to order at 4:33 p.m.
Board members in attendance: Dale Peer, Robert Fish, Sophie Paez (via Zoom)
Others in attendance: Ryan Rudnick
2. Discussion and Action Items
 - a. Review contract with Parametrix: The Board reviewed the proposed time-and-materials contract with Parametrix, not expected to exceed \$10,000. Each task requested by TBSD will be estimated ahead of work to allow for prioritization of grant funding. Motion: Dale Peer moved to approve the contract with Parametrix; Sophie Paez seconded. Roll-Call Vote: Robert Fish: Yes, Sophie Paez: Yes, Dale Peer: Yes. Motion passed unanimously.
 - b. Resolution 2025-008 (Exhibit A): Motion: Sophie Paez moved to approve Resolution 2025-008; Dale Peer seconded. Discussion: The resolution includes a Secretary signature line; however, because the Secretary is a paid position, Dale Peer will sign instead. Roll-Call Vote: Robert Fish: Yes, Sophie Paez: Yes, Dale Peer: Yes. Motion passed unanimously.
 - c. CWSRF and W/W Grant Status: Loan documents have been received from both funders. The District will proceed with the associated checklists.
3. Other Items: Discuss future survey and mailing for a public outreach campaign: A draft Sewer Use Survey will be discussed at the next regular meeting. The cover letter should include notice of a public meeting planned for Spring 2026.
4. Public comments: none
5. Future Agenda Items:
 - Resolution to accept Business Oregon grant
 - Review/approve CWSRF 2025 application draft from Parametrix
6. Meeting adjourned at 5:52pm

Respectfully Submitted,

Sophie Paez

Treasurer