

AGENDA

CITIZENS UTILITY ADVISORY BOARD

Wednesday, May 6, 2009
6:00 p.m.

JOHNSON CREEK FACILITY CONFERENCE ROOM
6101 SE JOHNSON CREEK BLVD.

- | | | |
|-------|---|------------------------|
| I. | CALL TO ORDER | CUAB Chair |
| II. | INTRODUCTIONS | CUAB Chair |
| III. | CONSENT AGENDA | CUAB Board |
| | A. April 1, 2009, Minutes | |
| IV. | DISCUSSION | |
| | A. Kellogg plant agreements (materials at mtg.) | Gary Parkin |
| | B. Work Plan (to City Council) | |
| | C. Field trip | |
| V. | REPORTS | |
| | A. Wastewater Master Plan update | Gary Parkin/Jason Rice |
| VI. | MATTERS FROM THE BOARD | CUAB Members |
| VII. | OTHER | |
| VIII. | INFORMATION SHARING | ALL |
| IX. | FUTURE MEETING DATE/AGENDA ITEMS | ALL |
| X. | ADJOURN | |

CUAB MEETING MINUTES
Wednesday, April 1, 2009
Johnson Creek Facility Conference Room
6101 SE Johnson Creek Blvd.

Members Present

Charles Bird, Chair (by Skype)
Bob Hatz, Vice Chair
Beth Kelland
Mike Scolar

Members Absent

Mysty Dionne

Staff Present

Gary Parkin, Engineering Director
Jason Rice, Wastewater Utility Engineer

I. CALL TO ORDER

Vice Chair Hatz called the meeting to order at 6:00 p.m. (Chair Bird was connected via Skype at 6:05).

II. INTRODUCTIONS—Jason Rice (for Master Plan discussion).

III. CONSENT AGENDA

Approved the minutes for the regular meeting of April 1, 2009.

IV. DISCUSSION

A. Gary discussed the Kellogg agreement status and the feasibility of the Oak Lodge treatment option. Gary agreed to get info from the Oak Lodge District Manager.

Bob stated that the City should be friends with Oak Lodge (good neighbors). Charles agreed.

B. Work plan was discussed. Charles asked to add UGMA review (is it a valid border, what does it mean to the utilities?).

V. Reports

- A. Jason reported on the progress of the Wastewater Master Plan (to be adopted May 19). The Waverly Heights issue with sewer laterals was discussed.

VI. MATTERS FROM THE BOARD

VII. OTHER—None.

VIII. INFORMATION SHARING

Beth has contacted Mysty, she will not be continuing as a member. Bob showed pictures of Elk Rock Island, City Hall, and the High School (from a long time ago). Charles asked about the status of SSMP projects: 27th Ave moved up a year (to this FY) and River Road moved up four years to next year.

IX. FUTURE MEETING DATE/AGENDA ITEMS

May 6, 2009

X. ADJOURN

The meeting adjourned at 8:00 p.m.

Bob Hatz, Vice Chair *for*
Charles Bird, Chair

Gary Parkin, Scribe

CUAB/Engineering Department Work Plan 2007/2008

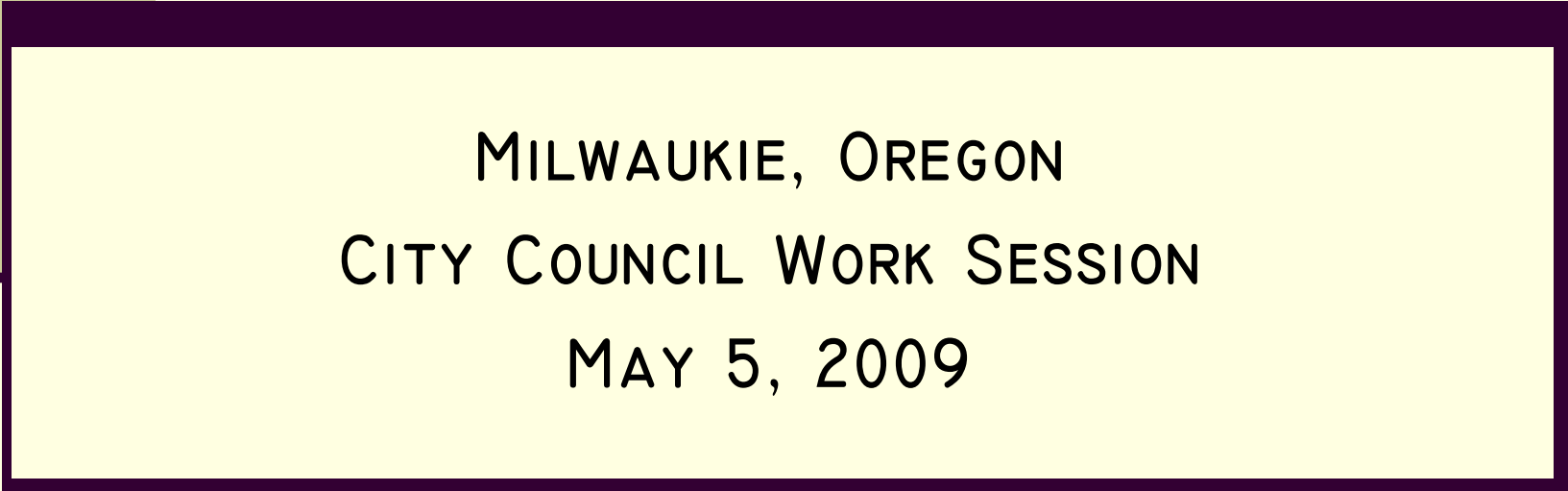
Item	Definition	Status	Complete Date
1. Street improvement funding program	Explore options for defining needed street improvements using Pavement Management System (PMS). Develop funding alternatives to pay for improvements. Engage the community in a process to determine what level of improvements, if any, will be funded.	Program instituted by CC on Jan 2, 2007. CUAB to provide review of implementation including street selection and allocation of funding	Ongoing
2. 2008-2012 CIP	Review and make recommendations to Council on the Capital Improvement Plan for next 5 years. Make recommendations to City Council.	Final draft due for first Budget Comm. meeting Apr 10, '07.	Present to CUAB March 7 2007; forward to Budget Committee April; City Council May 2007.
3. Wastewater Master Plan & future of wastewater treatment in Clackamas County	Update unadopted 2004 Master Plan adding maintenance needs and projects.	Master plan proposed for '07-08 fiscal year. It will reflect CCSD1 CAC recommendations for treatment plans, expected in Spring '07.	CUAB to review technical reports beginning fall 2007. Project completion in spring 2008.
4. Water Master Plan	Update 2001 Master Plan, define capital and maintenance needs.	Master plan proposed for '07-08 fiscal year.	CUAB to review technical reports beginning fall 2007. Project completion in fall 2008.
5. Johnson Cr. Blvd. wastewater extension and annexation project	Boundaries include unsewered areas north/south of JC offices; extension estimate prepared; seeking funding alternatives in addition to CDBG.	Outreach to community will determine project political feasibility.	Outreach: Mar/Apr '07.
6. Review UGMA	Discuss boundaries, status of agreements, and Utility impact	Work with staff, part of Water Master plan effort	Complete by May 2010
7. Neighborhood Safety Program	Develop program to provide process for traffic calming, street lighting requests.	Work with staff to define need, criteria and funding level for 2008-09 budget proposal.	Complete by January 2008.

CUAB/Engineering Department Work Plan 2008/2009

Item	Definition	Status	Complete Date
1. Street improvement funding program	Explore options for defining needed street improvements using Pavement Management System (PMS). Develop funding alternatives to pay for improvements. Engage the community in a process to determine what level of improvements, if any, will be funded.	Program instituted by CC on Jan 2, 2007. CUAB to provide review of implementation including street selection and allocation of funding	Ongoing
2. 2010-2014 CIP	Review and make recommendations to Council on the Capital Improvement Plan for next 5 years. Make recommendations to City Council.	Final draft due for first Budget Comm. meeting Apr '09.	Present to CUAB Feb 2009; forward to Budget Committee April; City Council May.
3. Wastewater Master Plan & future of wastewater treatment in Clackamas County	Update unadopted 2004 Master Plan adding maintenance needs and projects.	Final draft under review	April 2009
4. Water Master Plan	Update 2001 Master Plan, define capital and maintenance needs.	Master plan proposed for '09-10 fiscal year.	July 2010
5. NE wastewater extension and annexation project	Monitor sewer extension project to the NE Milwaukie area (West of Linwood, north of King Rd).	The loan to design and construct a sewer system to this unincorporated area has been obtained. Engineering is underway.	Preliminary: July 2009



2009 WASTEWATER MASTER PLAN



MILWAUKIE, OREGON
CITY COUNCIL WORK SESSION
MAY 5, 2009

2009 WASTEWATER MASTER PLAN

- PURPOSE:

SUMMARIZE THE PLAN SO THAT COUNCIL WILL BETTER UNDERSTAND THE BACKGROUND AND IMPORTANCE OF EACH CHAPTER AND HOW THE PLAN AFFECTS THE CITY.

2009 WASTEWATER MASTER PLAN

■ CHAPTER I: EXISTING SYSTEM SUMMARY

- THIS CHAPTER SUMMARIZES THE CITY'S EXISTING SYSTEM AND MAKES BROAD RECOMMENDATIONS THAT ARE ADDRESSED LATER IN THE PLAN.

2009 WASTEWATER MASTER PLAN

- CHAPTER I: CONTINUED...

- 20,915 POPULATION
- 75.1 MILES OF SEWER MAIN, 1615 MANHOLES, 5 PUMP STATIONS
- SYSTEM IN PLACE SINCE 1926
- FIRST TREATMENT PLANT CONSTRUCTED IN 1950S
- KELLOGG TREATMENT PLANT CONSTRUCTED 1973

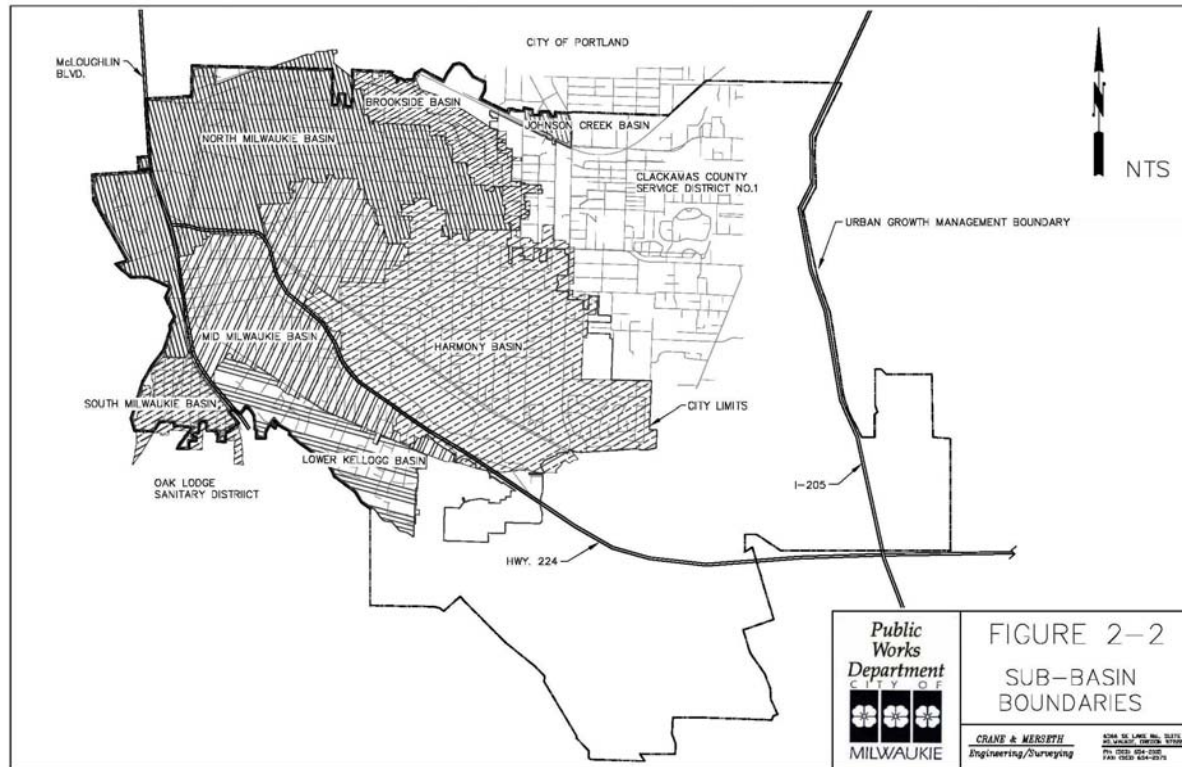
2009 WASTEWATER MASTER PLAN

■ CHAPTER 2:

THE EXISTING SYSTEM STUDY AREA DEFINITION

- DESCRIBES EACH BASIN
- IDENTIFIES ADJACENT SEWER SERVICE PROVIDERS

Basin Map



2009 WASTEWATER MASTER PLAN

■ CHAPTERS 3 AND 4:

THE EXISTING SYSTEM CURRENT AND FUTURE CONDITIONS

- INCLUDES MAPS/TABLES DEPICTING EXISTING AND FUTURE SYSTEM
- DESCRIBES SEWER BASINS
- PROVIDES A BRIEF OVERVIEW OF SYSTEM OPERATION AND MAINTENANCE

2009 WASTEWATER MASTER PLAN

CHAPTER 5: CAPITAL IMPROVEMENTS

- LISTS STATUS OF PROJECTS FROM THE PREVIOUS MASTER PLAN AND MAKES RECOMMENDATIONS FOR NEW PROJECTS
- TWO PROJECTS (OF 13) FROM THE PREVIOUS PLAN ARE CARRIED OVER INTO THIS PLAN

2009 WASTEWATER MASTER PLAN

■ CHAPTER 6: CCSD#1 AGREEMENTS

- A REVIEW OF PREVIOUS AGREEMENTS
- A REVIEW OF THE PROPOSED IGA DATED JUNE 13, 2008

2009 WASTEWATER MASTER PLAN

CHAPTER 6: CONTINUED...

■ RECOMMENDATIONS

- CLARIFICATION ON WHAT THE CITY WILL CONTRIBUTE FUNDS TO AND WHEN,
- MILWAUKIE SHOULD BETTER UNDERSTAND BILLINGS AND VERIFY COSTS ASSOCIATED WITH KELLOGG,
- ADD LANGUAGE THAT ADDRESSES THE FUTURE OF THE KELLOGG PLANT

2009 WASTEWATER MASTER PLAN

CHAPTER 6: CONTINUED...

■ RECOMMENDATIONS / QUESTIONS

- THIS AGREEMENT GIVES CCSD#1 CONTROL OVER MILWAUKIE'S WASTEWATER FLOW INTO KELLOGG
- THE CITY SHOULD CONSIDER A BETTER PARTNERSHIP

2009 WASTEWATER MASTER PLAN

CHAPTER 7: ASSET MANAGEMENT STRATEGY

- OUTLINES AN ASSET MANAGEMENT STRATEGY FOR THE CITY
- INCLUDES 26 SMALL PROJECTS TO FOCUS ON OVER THE NEXT 5 YEARS.
- THESE PROJECTS WERE FOUND TO BE THE MOST IMPORTANT THROUGH A RATING SYSTEM WITHIN THE CITY'S INSPECTION DATABASE.

2009 WASTEWATER MASTER PLAN

CHAPTER 8: WAVERLY HEIGHTS SEWER

- INVESTIGATED AND DOCUMENTED EXISTING CONDITIONS OF AN AREA WHICH DOES NOT HAVE RECORDED HISTORY.
- PROVIDES FIVE OPTIONS FOR SEWERING EVERY PROPERTY WITH THE GOAL OF ELIMINATING MULTI-PARTY LATERALS.
- ALL BUT ONE PROPERTY COULD BE CONNECTED DIRECTLY (WITHOUT AN EASEMENT) UNDER OPTION 4/5.
 - ALTHOUGH THIS OPTION IS THE MOST EXPENSIVE AND ALSO DOES NOT UTILIZE THE ETON LANE MAIN, WHICH WAS RECENTLY INSTALLED, THE OPTION SHOULD BE PLANNED FOR FUTURE IMPLEMENTATION TO RESOLVE THE SEWER ISSUE.

2009 WASTEWATER MASTER PLAN

■ CHAPTER 9: LENTS LINE ANALYSIS

- THIS CHAPTER REVIEWED THE WASTEWATER IGA BETWEEN THE CITY OF PORTLAND AND MILWAUKIE AND COMPARED IT TO SIMILAR SITUATIONS WITH BETWEEN OTHER CITIES.
 - UNDER THE CURRENT IGA, EACH CITY PAYS ACCORDING TO THE FEES AND CHARGES OF THE RECEIVING CITY
 - THE COST DISPARITY (CURRENTLY PORTLAND WITH HIGHER RATES) IS DISTRIBUTED TO ALL RATEPAYERS
 - SOME INEFFICIENCIES WITH CURRENT IGA
- MILWAUKIE'S IGA IS SIMILAR TO OTHER CITIES, BUT COULD USE SOME CLEANING UP WITH REGARDS TO PROCESS FOR COLLECTING MONEY FROM THE OTHER ENTITY.

2009 WASTEWATER MASTER PLAN

■ CHAPTER 10: STAFFING NEEDS

- THIS CHAPTER REVIEWED MILWAUKIE'S CURRENT STAFFING LEVELS AND MADE RECOMMENDATIONS BASED ON COMPARING IT TO SIMILAR SIZED COMMUNITIES.
 - AT THIS TIME IT APPEARS THAT THE SYSTEM IS ADEQUATELY STAFFED

2009 WASTEWATER MASTER PLAN

■ CHAPTER II: DUAL INTEREST AREA “A”

- IN THE EARLY STAGES OF THE NORTH EAST MILWAUKIE SEWER EXTENSION PROJECT THIS CHAPTER HELPED STAFF TO IDENTIFY DIFFERENT WAYS THE PROJECT COULD BE FUNDED AND APPROXIMATELY HOW THE PROJECT WOULD IMPACT THE SEWER FUND AND COST THE AVERAGE HOUSEHOLD TO CONNECT.

2009 WASTEWATER MASTER PLAN

■ CHAPTER 12: COST OF SERVICE STUDY

- LOOKING AT THE RECOMMENDATIONS OF THE PLAN AND THE CURRENT BUDGET, AN ANALYSIS WAS COMPLETED UPDATING THE LAST RATE STUDY DONE IN 2005.
 - RATES WERE PROJECTED TO YEAR 2018
 - SDC'S WERE RE-CALCULATED BASED ON THE FUTURE CAPACITY PROJECTS MILWAUKIE NEEDS TO COMPLETE.

2009 WASTEWATER MASTER PLAN RECOMMENDATIONS

- IMPLEMENT THE CAPITAL IMPROVEMENT PROJECTS (CIP) AS LISTED IN CHAPTER 5. THE UTILITY'S RATE STRUCTURE SHOULD INCLUDE PROVISION FOR CONSTRUCTION OF THE CIP.
- BEGIN CAPITAL RESERVE FUNDING FOR ASSET MANAGEMENT BY FUNDING SYSTEM REPLACEMENT WITH A RATE THAT RECOGNIZES AND ACCOUNTS FOR DEPRECIATION OF THE SYSTEM. FOLLOWING THE RECOMMENDATIONS OF THIS PLAN, WHICH IDENTIFIES SPECIFIC AREAS TO BE CORRECTED AFTER PRIORITIZING THE INSPECTED SYSTEM, CONTINUE TO INSPECT THE SYSTEM AND PRIORITIZE CORRECTIVE ACTION.
- OBTAIN EASEMENTS FOR THE EXISTING WAVERLY AREA SEWER WHERE THEY DO NOT EXIST. PLAN FOR OPTION 4, FROM THE ALTERNATIVES SECTION OF CHAPTER 8, AS THE ULTIMATE SOLUTION FOR THIS AREA'S COLLECTION ISSUES.
- CONDUCT A STUDY OF THE CITY BOUNDARY FOR INTERJURISDICTIONAL CONNECTIONS AND DRAFT NEW IGAs WITH THOSE PROVIDERS TO PROVIDE A CLEAR UNDERSTANDING OF BILLING AND MAINTENANCE ISSUES.
- BEGIN FUNDING OF THE CAPITAL MAINTENANCE PROGRAM PER CHAPTER 7.
- IMPLEMENT THE NEW SDC AND RATE RECOMMENDATION OF CHAPTER 12.