



22500 Salamo Road  
West Linn, Oregon 97068  
<http://westlinnoregon.gov>

# UTILITY ADVISORY BOARD MEETING

## Summary Notes

Tuesday, June 13, 2017

6:00 p.m. – West Linn City Hall – Bolton Conference Room

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**Members Present:** Alice Richmond, Bill Frazier, Amit Armstrong, Erik Miller (arrived at 6:05pm), David Baker

**Staff/City Representatives Present:** Lance Calvert, Amy Pepper, Brenda Perry

**1. Call to Order and Introductions**

Bill called to order at 6pm.

**2. Approval of Summary Notes from April 2017**

Motion to approve made by David and seconded by Amit. Summary notes were approved unanimously.

**3. Continued discussion of 2017 UAB Goals**

Goals were submitted in December of 2016 to Council via City Manager's office but group has not received a work plan. Brenda stated that she would follow up on this. Review of water rates is a general item that has been a goal in past years. Visiting South Fork Water Board and scheduling a West Linn water facility tour is an expressed goal of the board. South Fork Water Board tour will be scheduled for August and a tour of City facilities can take place with an extra meeting in September. An earlier start time for the September meeting is needed to ensure ample day light. Members discussed meeting at noon for September tour (with no business meeting) or at 4pm with business meeting to follow at 6pm. David expressed concerns that the board isn't discussing water rates. Bill clarified that the board needs a rate update prior to any board discussion. David wants to ensure review of fund expenditures not just revenues. A finance update (2016 rate data) can be provided at a future meeting.

**4. Staff Update: Storm and Sewer Master Plan Timelines and Public Input Process**

Amy Pepper (Senior Project Engineer) will be lead for stormwater update and Erich Lais will be lead for the sewer update. Utility Advisory Board members will

be involved in review of the final document as well as review/development of capital projects included in the master plans. Data collection to identify deficiencies (both Stormwater and Sewer) will take place. Public input will be collected via public surveys. The City doesn't anticipate much feedback on the sewer system as it is a piped and closed system that isn't as visible. With Stormwater, increased public input is expected due to surface water issues being very visible (e.g. slow drainage during heavy rain, flooded creeks/ditches, etc.). The City has known problem areas within the city for stormwater but public input will be valuable to identify additional areas. The City is also reviewing staff maintenance records, and individual citizen maintenance requests. Outreach to neighbors and NA's via the UAB will be highly valued to ensure residents are aware of the ability to provide public input. Staff requested that UAB members review the survey and provide input prior to the questionnaire being finalized. Comments can be emailed to Amy or Morgan. Courtney (Citizen Engagement Coordinator) will be tasked with advertising the survey through various channels.

#### **5. Capital Project Update**

Bolton Reservoir is online and fully operational. Waterline work on site is being wrapped up and final landscape will be postponed until fall. Gate access will be strictly from Skyline Dr. (moved from Skyline Ct.). Fence will have decorative rails, columns with automatic gate, and two lion statues in recognition of the high school mascot. The two properties that were purchased for construction staging will be sold and revenues will be put back into the water fund. Waterline installation on Suncrest and Valley View has been completed and crews are in process of replacement of waterline on Kenthorpe Way. All water work is coordinated ahead of future road improvements.

#### **6. Other Business**

7. October watershed tour is on a Saturday and won't conflict with any regularly scheduled UAB meetings for those that want to attend.

#### **8. Adjournment**

Motion to adjourn by Amit at 7:05pm and seconded by Erik.