



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

UTILITY ADVISORY BOARD MEETING

Summary Notes

Tuesday, November 13, 2018

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

A Utility Advisory Board (UAB) is hereby established. The Utility Advisory Board shall make recommendations to the City Council concerning rates for water. These recommendations shall pertain to those legislative matters to be decided by the City Council concerning or affecting rates, such as master facility plans and service levels as they relate to rates. The Utility Advisory Board may also make recommendations regarding such other City owned utilities as the City Council from time to time may determine. Appointment, terms of office, vacancies and removal, meetings and other organizational matters for the Utility Advisory Board shall be provided for by ordinance of the City Council. (Amended 9-17-96)

Members Present: Alice Richmond, Bill Frazier, Eric Miller, Edward Keonjian, Amit Armstrong, Erik Miller, Jocelyn Pease
Members Absent: Jon Miller, Brenda Perry (Council Liaison)
Staff/City Representatives Present: Lauren Breithaupt, Erich Lais,
Guests: Aurelie Nabonnand, Matt Huang

1. Call to Order and Introductions

Bill called to order at 6pm.

2. Approval of Summary Notes from March 2018

Bill moved to accept notes as written with correction to # 5 to read value not valve, Alice Richmond seconded. Summary notes approved unanimously.

3. Business

- a. **Election of Vice-Chair** - Amit nominated for Vice-Chair, unanimous approval.
- b. **Financial projection presentation by Finance** - Budget is tracking well for the next couple years. Around fiscal year 2024 things take a turn and

minimum increases are not projected to meet the financial needs for maintenance and projects. The recommendation is to stick with the 5% rate increase for now. A future rate increase or drop in capital expenditures will need to be determined down the road. There was discussion about SDC fees and how they compare. Staff will provide a rate schedule to the group. Group voted to approve the 5% annual rate increase at this time. Motioned by Amit and seconded by Alice. The motion passed with unanimous approval.

- c. Sanitary Sewer Master Plan presentation by Carollo Engineers (consultant for project)** - Carolla Engineers have been hired by the City for consultation on the Sanitary Sewer Master Plan. Engineers start with 3 areas for assessment. Those 3 areas are existing system assessment, flow monitoring program, and looking at basis of planning. From these areas they are able to put together a development program which will help the City look at what projects need to be done. The last update was done in 1998. The plan for development is to build a hydraulic model and calibrate, evaluate system for capacity and set a goal to come up with a capital improvement projection. The current sanitary sewer system has 115 miles of gravity pipelines, as well as 7 pump stations. Their current recommendation based off of their findings is to upsize some of the current pipes and upgrade 2 of the 7 pump stations, those being Calaroga and Mapleton. Cost estimates have not been made at this time. They should have a draft estimate plan by the end of 2018.

4. Capital Project Update

The City is working with ODOT on the I-205 widening project. Negotiating scope with Murray-Smith to do some waterline assessments and potential improvements along Highway 43.

5. Other Business

Bill will make a draft on annual UAB report and have it ready by the next meeting. Bill suggests December meeting is not needed.

6. Public Comments

7. Adjournment

The meeting was adjourned at 7:16pm by Amit.