



**City of Lake Oswego/City of Tigard Water Supply Partnership  
Summary of Oversight Committee Meeting #48  
Meeting held  
July 13, 2015**

**Present:**

<b>City of Lake Oswego:</b>	<b>Oversight Committee:</b> Mayor Studebaker, Councilor Bowerman <b>Staff:</b> Joel Komarek, Dave Prock, Kari Duncan, Katy Fulton, Jordan Imlah, Susie Shinn <b>Other:</b> Scott Lazenby, David Powell, Jackie Manz
<b>City of Tigard:</b>	<b>Oversight Committee:</b> Mayor Cook, Councilor Snider <b>Staff:</b> Dennis Koellermeier <b>Other:</b> Marty Wine
<b>Brown and Caldwell:</b>	Jon Holland, Mike Prett, Tom Lebo
<b>Cable Huston:</b>	Clark Balfour, Kevin Kiely
<b>Kennedy Jenks:</b>	Brad Moore

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**1. CALL TO ORDER/ROLL CALL**

Oversight Committee Chair **Mayor Studebaker** called the meeting of the Lake Oswego/Tigard Water Partnership Oversight Committee to order at 5:30 p.m. on July 13, 2015, at the West End Building, Oswego conference room, 4101 Kruse Way, Lake Oswego OR 97035.

**2. APPROVAL OF MINUTES**

**Mayor Studebaker** asked for a motion to approve the minutes from the May 11, 2015 meeting. **Mayor Cook** motioned to approve, **Councilor Bowerman** seconded the motion. The motion passed unanimously.

**3. PUBLIC COMMENT**

There were no comments.

**4. OLD BUSINESS**

4.1 – Follow up on gaging station discussion

**Mr. Komarek** referenced the handout in the meeting packet. He reported that the gaging station is owned and maintained by United States Geological Survey (USGS) and is located at the south fork water board intake which is about a mile upstream from the Lake Oswego Tigard intake. **Mr. Komarek** stated that meetings were held with USGS staff responsible for operating and maintaining the gaging equipment. There are two instruments at the south fork intake facility which work redundantly together, a flow transmitter and a submerged pressure transducer, which provide

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information on stream levels and flows. That information is logged automatically in a data logger sent via Centurylink telephone line to the USGS. That information is made available on a daily basis to the public. He added that he can view the data from his computer. The instruments are checked every six weeks and replacements are on hand, if necessary. **Mr. Komarek** noted that there are some data gaps and has asked USGS staff to research why these gaps occurred and why they weren't addressed/investigated in a more timely manner. There was a 30 day data gap period five years ago. Another meeting will be held to discuss USGS' findings and what can be done to mitigate data gaps in the future. **Mr. Komarek** continued that the Partnership is proceeding ahead with USGS to establish a protocol to make the required calculations at the appropriate time to determine if reduced diversions need to occur. **Councilor Snider** asked if this investigation was valuable. **Mr. Komarek** said it had been very valuable and has initiated further conversations for developing a protocol for gathering data from USGS website to help the water treatment plant operationally. **Mayor Studebaker** asked Kari Duncan if she is using this information now. **Ms. Duncan** affirmed that her staff has been using this information for years for a variety of parameters. **Councilor Bowerman** asked what other measurements besides flow are monitored. **Ms. Duncan** replied that temperature, dissolved oxygen, turbidity, and the presence of algal toxins are examples of what can be monitored. **Councilor Bowerman** asked where these measurements are recorded and what is their availability? **Ms. Duncan** replied that the monitoring instruments are located at the south fork water board intake facility, the Carver Bridge, and in Estacada. The data is housed on the USGS website.

#### 4.2 – Mapleton Drive open-cut neighbor guidelines:

At the previous Oversight Committee meeting, committee members requested to see the Mapleton Drive pipeline neighbor guidelines which were distributed to all residents along Mapleton. **Mr. Komarek** explained that the guidelines were developed through a series of meetings with staff and Robinwood neighborhood representatives. **Ms. Fulton** explained that the guidelines document was distributed via US mail with a cover letter, as part of the conditions of approval requiring two week and 48 hour notification to the neighborhood of work beginning. She also noted that they were included as part of a door-hanger 48 hours prior to work beginning. The guidelines are available on the project website and a link is provided in all construction update emails that are sent out. Hard copies are also available at all neighborhood construction update meetings. **Mayor Studebaker** asked if there had been any feedback from neighbors. **Ms. Fulton** replied that there had not but it has proven to be a good reference when people have questions about construction activities. **Mayor Studebaker** asked how many neighborhood construction update meetings are being held each month and if the same people attend. **Ms. Fulton** replied that meetings are being held twice a month and that there were two new attendees at the most recent meeting but they hadn't attended the meet the contractor meeting. She continued that generally there are 4 to 6 attendees and recently, Councilor Perry has been attending. **Councilor Snider** asked if the tone of the meetings had changed. **Ms. Fulton** replied that it's about the same.

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## 5. NEW BUSINESS

### 5.1 – Metrics Report

**Mike Prett** reviewed the metrics report and noted that approximately \$189M has been spent, about 75% of the program budget. He continued that there hasn't been any change in schedule since the last report and noted that all construction projects will be complete within the next six months except the water treatment plant and schedule 4 pipeline.

### 5.2 – Program baseline budget forecast update

**Mr. Prett** explained that the overall budget estimate remains unchanged. There have been underruns in city personnel costs and overages in right of way and legal costs. There is also an overage for extended construction management services at the water treatment plant. Sponsor Contingency is at \$1.5M. **Mr. Prett** noted that construction contingency had decreased from \$5.5M to \$4.5M, mainly due to flagging cost increases. **Councilor Snider** asked if pipeline work is where the flagging increases are occurring. **Jon Holland** reviewed that schedule 5 is B Avenue at State Street to Waluga Reservoir, schedule 1 is in Gladstone, and schedule 3B is Highway 43 and Laurel & Erickson Streets in Lake Oswego, and schedule 3A is Mapleton Drive in West Linn. He continued that during schedule 5 construction and after schedule 3 had gone out for bid, it was discovered that the designer may have underestimated flagging needs. The contractor is responsible for enforcing a safe work zone so increasing the flagging effort was necessary to do so. **Councilor Snider** asked for clarification that the contractor bid is based on what the bid documents estimate. **Mr. Holland** affirmed and explained that for schedule 5 and schedule 3 the designer made an estimate of flagging quantities, but for schedule 4, the bid item was lump sum.

**Mayor Studebaker** asked if the assumption was that the \$4.4M construction contingency would be spent. **Mr. Prett** responded that the contingency started at \$8.4M and \$4M of that has been spent or is projected to be spent, leaving the \$4.4M for the rest of the program and items that may or may not be coming up. **Mr. Prett** continued that the original contingency amounts were 5% of the estimated overall construction costs and at this point with \$72M budget remaining to be spent, of which \$55M is for construction, the current contingency is at 8 – 10% of remaining costs.

**Mr. Prett** turned attention to the risk register. He pointed out the following items which are currently funded: water treatment plant extended duration increased costs for construction manager and inspection services; flagging costs for pipelines are higher than anticipated. Items of note not currently funded are acquisition costs for a disputed easement for pipeline construction, and potential litigation relating to the water treatment plant delay. The final risk register item noted was West Linn researching the possibility of retroactively imposing any land use requirements or restrictions regarding the water treatment plant construction schedule delay.

**Councilor Snider** asked if the contractor is staying on schedule at the water treatment plant. **Mr. Lebo** responded that the contractor is staying on their recovery schedule.

**Mayor Studebaker** asked if there had been any publicity in the West Linn Tidings about Lake Oswego providing water to West Linn recently while a main break was repaired. **Ms. Fulton** replied

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that information was included in the weekly West Linn email update and that she would reach out to the Tidings to see about an article.

6. **EXECUTIVE SESSION, under authority of ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and under authority of ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.**
7. The next Oversight Committee Meeting will be held September 14, 2015, in the Oswego Room at the West End Building / Yakima Products, 4101 Kruse Way, Lake Oswego.
8. **ADJOURN**

**Chair Mayor Studebaker** adjourned the meeting at 6:55 p.m.

Respectfully Submitted,  
Susie Shinn, Administrative Assistant

Approved by the Oversight Committee:

On September 14, 2015