

Lake Oswego/City of Tigard Water Supply Partnership
Summary of Oversight Committee Meeting #2
Meeting held March 30, 2009

Attendees: City of Lake Oswego (LO)

Bill Tierney
Kristen Johnson
Joel Komarek
Kari Duncan

City of Tigard (COT)

Sydney Sherwood
Gretchen Buehner
Rob Murchison

Meeting Summary:

Tigard Technical Committee (TTC) member Koellermeier was absent. Joel Komarek, LOTC member began the meeting by reviewing the agenda with the TC members and OVC members. Discussions of agenda topics followed and are summarized below:

Review/Approval of March 2, OVC meeting summary

No corrections or amendments to the March 2, 2009 Meeting Summary prepared by TC member Komarek were offered by the OVC or TC members and thus the OVC agreed to approve the summary as written. OVC member Tierney asked that Mr. Komarek provide the approved summary to Lake Oswego City Manager Alex McIntyre for inclusion in the next installment of the City Council digest as a means to keep the entire Council of Lake Oswego informed as to the discussions of the OVC. Mr. Komarek provided a copy of the approved summary to all OVC and TC members.

Review/Acceptance of FY 2009-10 Draft Budget

Mr. Komarek reviewed the draft FY 2009-10 budget for the LO/Tigard Partnership and explained how revenues and expenditures were estimated. Mr. Komarek reviewed the proposed project team ("water team") that accounted for the \$356,000 in personnel costs in the budget explaining that the team would be comprised of a Project Director, Project Land Use Planner, 1/2 FTE for public information (initially and ramping up to 1 FTE as the project progressed toward the construction phase), and 1/2 FTE for administrative support. Mr. Komarek explained that he would also provide limited engineering expertise to implementation of the Initial Expansion until his duties on the LOIS project began to diminish at which time he would ramp up project management duties on the LO/Tigard project. OVC members agreed that revenues into the partnership e.g., Tigard's one time capital contribution, interest earnings and its share of the annual operating costs should be separated from revenues coming into Lake Oswego's water enterprise fund. OVC member Tierney offered to communicate this recommendation to Lake Oswego's City Manager. OVC members agreed that creating a unique and separate fund to track revenues and expenses of the partnership would facilitate communications with their ratepayers. OVC members also agreed that with this understanding, the draft budget should be forwarded on to their respective councils for ratification and approval through their respective budget processes.

Update on Project Delivery Options

Mr. Komarek noted that since the March 2 meeting of the OVC, that he and Mr. Koellermeier had received three presentations from local consulting engineering firms on alternative project delivery methods and that based on these presentations it appeared that the “program manager” type of project delivery was best suited to the scope and scale of the project and taking into account the limited staff resources of the partners available to dedicate to the project. Mr. Komarek noted the next steps would be to contact client references provided by the consultants to ask a series of questions about their experiences using the program manager method of project delivery. Mr. Komarek and Mr. Koellermeier will also be planning to attend an upcoming local workshop on alternative delivery methods for public works projects and will report back to the OVC on what was learned from that experience. Mr. Komarek closed discussion on this topic by reminding OVC and TC members that endorsement of the project delivery method by the OVC and forwarding a recommendation to the full councils needed to conclude before the end of the current fiscal year so that the solicitation process could begin shortly after the parties’ respective budgets were approved.

Update on Water Rights Contested Case

Mr. Komarek noted that a prehearing conference between the protestants (Water Watch and South Fork Water Board) and Applicants (Lake Oswego, Tigard, North Clackamas County Water Commission and Sunrise Water Authority), Oregon Water Resources Department and the Administrative Law Judge (ALJ) was scheduled for Thursday April 16, 2009. He noted the intent of the conference was to establish schedules for filing legal briefs, discovery and to define the issues that would be later argued before the ALJ. *(Recent update: This hearing was cancelled and set over to a future date yet to be determined).*

Oversight Committee Role in Upcoming Joint LO/Tigard Council Meeting

OVC/TC members: My meeting notes are sketchy here. Was it determined the OVC would make a joint progress report to the full councils at the May 26 joint council meeting or was some other approach desired? Please let me know and I’ll finalize the meeting summary and begin preparations accordingly.

Future Agenda Items/Miscellaneous Issues

OVC members desire that they be kept apprised of issues related to implementation of the partnership via email. Issues of interest include water rights, project budget and project implementation. OVC member Buehner requested that she be provided transcripts of pleadings regarding the contested case proceedings to the extent they were not privileged attorney/client communications. OVC member Tierney asked that at some point in the not too distant future he would like to see an overall picture of the project scope and schedule.

Future Meetings

OVC members agreed to meet only when the TC felt it necessary in order to inform the OVC of new information regarding implementation progress or if direction to the TC from the OVC was needed on a particular matter.

The next meeting of the OVC and TC is scheduled for Monday June 22, beginning at 3:00 pm and adjourning at 4:00 pm. The location is the West End Building located on the northwest corner of Kruse Way and Daniel Way. The address is 4101 Kruse Way, Lake Oswego, Oregon 97035.

The above meeting summary is derived from my meeting notes and every attempt has been made to be as accurate as possible. Please contact me with regard to any errors or inaccuracies.

Attachments: None.

Approved: June 22, 2009