



AGENDA

Lake Oswego/Tigard Water Supply Partnership

Partnership Committee

Monday April 21, 2025 4:30 p.m.

Tigard Public Works

8777 SW Burnham St, Tigard

1. **Call to Order/Roll Call**
2. **Approval of Minutes** of meeting held January 27, 2025.
3. **Public Comment**
(for items not on the agenda, a time limit of 3 minutes per person shall apply)
4. **Committee Business**
 - 4.1 Operations/Activities Report (Dave Trotter)
 - 4.2 Budget report (Dave Trotter)
5. **Future Agenda Items**
 - **Open for suggestions**
6. **Adjourn**

Next meeting: July 21, 2025 4:30 p.m. at Lake Oswego Public Works 17611 Pilkington Road, Lake Oswego.



**Lake Oswego Tigard Water Partnership
Summary of Partnership Committee Meeting
January 27, 2025**

City of Lake Oswego: **Oversight Committee:** Councilor Afghan, Councilor Wendland
Staff: Erica Rooney, Public Works Director/City Engineer; Dave Trotter,
Water Treatment Plant Manager; Susie Anderson, Administrative
Assistant

City of Tigard: **Oversight Committee:** Councilor Hu, Councilor Robbins
Staff: Brian Rager, Public Works Director

1. CALL TO ORDER/ROLL CALL

Ms. Rooney called the meeting to order at 4:37 pm and suggested introductions were in order since there were new committee members.

2. APPROVAL OF MINUTES

Ms. Rooney asked for a motion to approve the minutes. **Councilor Wendland** moved to approve the minutes of the meeting held October 21, 2024. **Councilor Hu** pointed out that Mr. Rager's title was not noted in the minutes and seconded the motion. Motion passed.

3. ELECTION OF CHAIR AND VICE CHAIR

Councilor Afghan moved to appoint the two Councilors with the most time on the committee as Chair and Vice Chair. Since Lake Oswego had chaired the previous year, **Councilor Hu** volunteered to serve as Chair and Councilor Wendland would be Vice Chair. Motion passed.

4. PUBLIC COMMENT

None.

5. COMMITTEE BUSINESS

5.1 Activities Report

Mr. Trotter welcomed the new committee members and offered to host a tour of the WTP to anyone interested. He reviewed the contents of the activities report. Tigard had four water quality calls the previous quarter and Lake Oswego had three, all informational or related to taste and odor. None were determined to be related to the plant or the treatment process. He reported 673 work orders had been completed, of which 98.5% were either preventive or predictive maintenance. **Councilor Afghan** asked if the previous January storm had affected the number of service calls or work orders. **Mr. Trotter**

noted the number of work orders during that quarter was increased but it wasn't due to the storm. Operations/maintenance responded to the storm related service calls. **Councilor Robbins** asked for clarification regarding the work orders, if they were for the plant or for customers. **Mr. Trotter** confirmed they were for the plant. He referred to the water production graph and stated production was on track to be a typical year. He noted population growth, primarily in Tigard, seemed to have been slightly offset by conservation efforts. Lake Oswego had recently replaced all residential meters with AMI smart meters which would likely cut down on water loss. **Councilor Robbins** noted use for both cities followed similar trend lines. **Mr. Trotter** stated the usage levels between the two cities was widening a bit but was happening at a slower rate than predicted during plant construction.

5.2 Budget Report

Mr. Trotter stated expenditures were on track and within budget. Budgeting for the next biennium was currently underway. There would be a few small adjustments but the structure would be largely the same. PGE's rates would increase by 7.5% for the calendar year. He referenced the cost to produce one CCF chart and explained that cost increased in the fall and winter months because more chemicals were used to treat the water and economies of scale don't come in to play because a lot less water is produced. **Councilor Robbins** asked why more chemicals were used during fall and winter. **Mr. Trotter** responded the water comes in to the plant dirtier and there are a number of processes to remove the dirt. There's a coagulation process where a chemical is injected that clumps the dirt particles together and then they become easier to filter out. **Councilor Robbins** asked why the water was dirtier in the winter. **Mr. Trotter** replied it had to do with the way the river flowed, turbidity, and runoff. The river also runs higher in the winter. **Mr. Trotter** referred to the quarterly budget spent graph and noted the Q1 24 spike in equipment repair and service was for the unanticipated replacement of a raw water pump.

Mr. Trotter stated recruitment for the assistant manager position was open. That person would primarily oversee plant operations.

Mr. Trotter provided an update on the backup power project and explained the project would add power supply redundancy to the plant and river intake. The intake portion of the project was complete. The equipment for the plant portion was anticipated to be delivered and installed late Spring. **Councilor Afghan** asked if there had been a risk assessment that had determined the need for this. **Ms. Rooney** explained the plant and intake were constructed with dual electricity feeds. Both feeds at both locations went down during the ice storm of 2021. During the event electricians basically rewired the plant and intake so they could be hooked up to a generator. After that, a backup power assessment was conducted and it was determined the best option was to use portable diesel powered generators and have "plug-ins" installed at both facilities. **Councilor Afghan** clarified the new backup equipment was in case both feeds fail again sometime in the future. **Ms. Rooney** affirmed. **Mr. Trotter** added the project included rental agreements which would guarantee the correct type of generator would be available when needed. **Councilor Robbins** clarified generators weren't purchased but they would be delivered if needed. **Ms. Rooney** stated purchasing generators had been considered but there would be a lot of maintenance involved having a generator on site that might not be needed for several years.

6.0 FUTURE AGENDA ITEMS

Ms. Rooney suggested anyone who hadn't had a tour of the plant should do so. It's helpful to see how it operates and there are a lot of displays showing the watershed and how the water is transported from

the Clackamas to the plant and out to the two cities. She thought there may be discussion at the next meeting regarding Lake Oswego's ability to sell water to a few small entities. It would be wholesale water, primarily in the summer when their sources are lower. She explained a Wholesale Water Rate Study was currently underway and would be going before Lake Oswego Council and while it wouldn't affect the Partnership, an update would be given at an upcoming meeting. Another matter that wouldn't affect the Partnership was a change in Lake Oswego's Intergovernmental Agreement with Lake Grove Water. **Councilor Afghan** asked about the volume of water provided to them. **Ms. Rooney** replied it was a small amount in the scheme of things. The plant doesn't need to make extra water to supply Lake Grove but it's very beneficial for Lake Grove to be able to receive water. **Mr. Trotter** added the plant provides water to West Linn in emergency situations and it doesn't significantly change plant operations. **Councilor Afghan** asked if capital improvements were something the committee would discuss. **Ms. Rooney** stated Lake Oswego budget preparation was underway but she didn't think there were any CIP projects for the plant in the upcoming budget biennium. The proposed budget would be presented to the group for review and discussion but no action would be taken. The budget would go before Lake Oswego Budget Committee and Council for approval in April and May.

Councilor Afghan asked if a business continuity or risk assessment had been conducted, other than for backup power. **Mr. Trotter** stated the plant was constructed with redundancy built in. **Ms. Rooney** added that every five years water utilities were required to conduct a Risk and Resiliency Assessment (RRA) and an Emergency Response Plan (ERP). The RRA looks at potential threats like wildfire or earthquake and readiness to respond. She stated the plant was in very good shape because it was constructed to withstand an earthquake, had redundancies, and wasn't running at full capacity. A high production day currently was about 24 MGD but the plant could produce up to 38 MGD.

Councilor Wendland noted if expenditures continued as they have there may be about 1 million budget surplus and asked if that would stay in the water fund. **Ms. Rooney** explained every year a true-up was conducted so if Tigard over paid for the year, they would receive payment to true-up, or vice versa. The surplus wouldn't continue to grow. The true-up determines over or under payment and the monthly amount due from Tigard for the next fiscal year. She also noted LO sets aside an amount of money every year in the capital fund for future capital expenditures. **Councilor Robbins** understood that each budget year resets to zero and asked in light of a potential surplus, if the budget would be kept relatively stable without some other increase. **Councilor Wendland** asked if rates would be affected in any way. **Ms. Rooney** responded Lake Oswego rates were set to increase a certain amount every year for things like cost of living and construction cost index and wouldn't budget less because of the increase in items like electricity and chemicals. **Councilor Robbins** suggested resetting estimates for certain items since spending was under budget. **Ms. Rooney** said spending trends were analyzed over the past several years when developing the budget. **Mr. Trotter** stated some of the gap between budget and expenditures could be attributed to the past manager, Bret Bienerth, who had some innovative strategies for using cheaper power, running harder during non-peak times. PGE hadn't provided forecasted increases for 2026. **Councilor Wendland** voiced concern about people assuming rates would be reduced when there's a budget surplus but also supported having a cushion for any unexpected expenses. **Ms. Rooney** explained any remaining budget would remain in the water fund, it couldn't be moved to another city department. With regard to rates, the finance director monitors rates and expenditure trends throughout the year to determine the appropriate rate increase. **Councilor Hu** stated Tigard had a CIP item for the backup generators and asked if Lake Oswego did, as well. **Ms. Rooney** responded CIP was separate from the true-up and Lake Oswego would be invoicing Tigard soon for their portion of the CIP project.

7. ADJOURN

There being no further business, **Councilor Wendland** moved to adjourn the meeting at 5:20 pm. **Councilor Robbins** seconded the motion. Motion passed.

Respectfully Submitted,

Susie Anderson
Administrative Assistant

Approved by the Partnership Committee:

DRAFT



4.1 Lake Oswego Tigard Operations Report April 21, 2025

Customer Inquiries:

Customer Inquiries: There were _____ water quality calls reported for Lake Oswego or Tigard in January, February, and March.

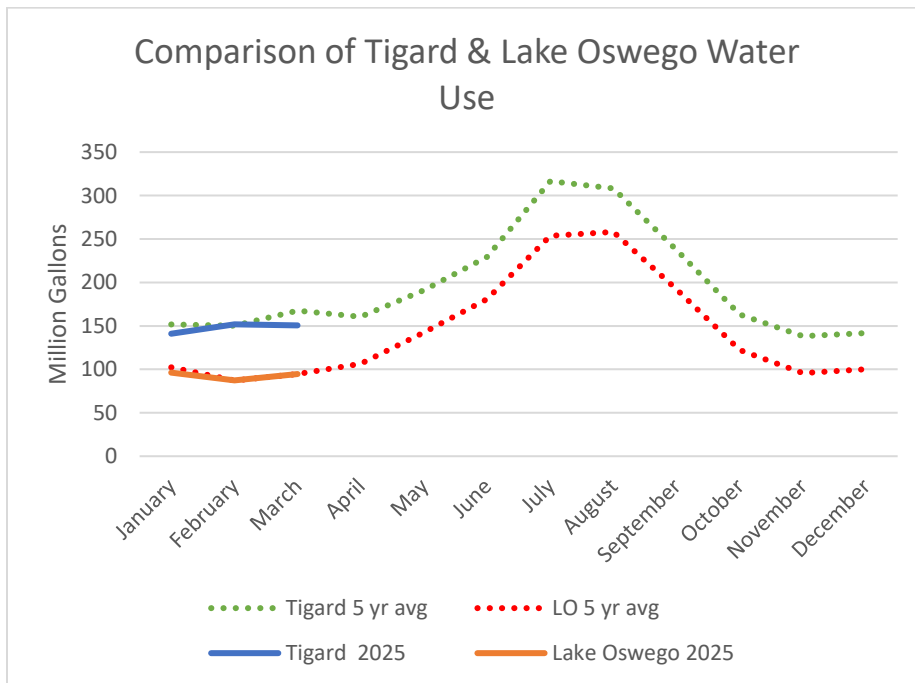
**Quarterly Water Quality Report
January – March 2025**

	Taste and Odor
Lake Oswego	1
Tigard	0

Lake Oswego – One call to complain about spots being left on car after washing with City water.

Tigard –

Water Production:



Staffing:

- Chris Warren promoted to Assistant Water Plant Manager
- Active recruitments for Instrumentation Technician & Maintenance Technician

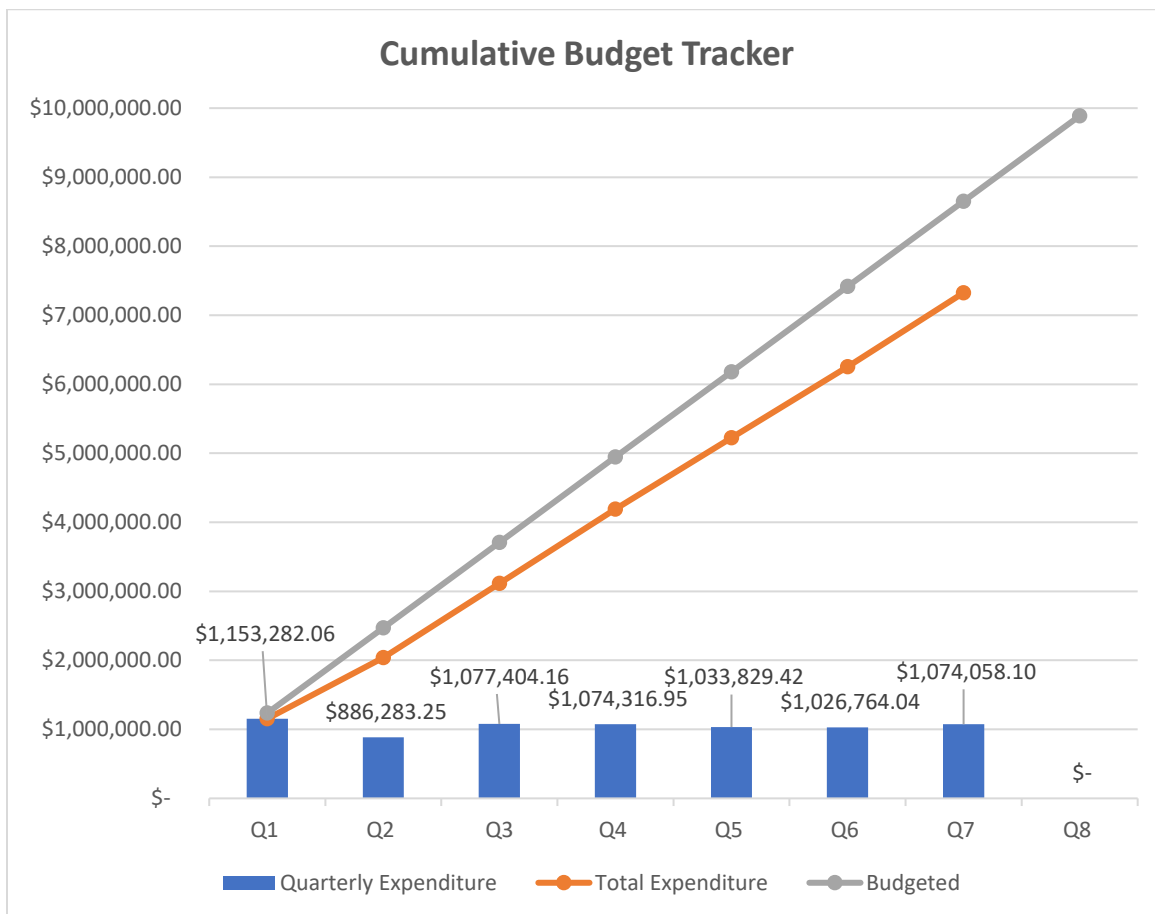
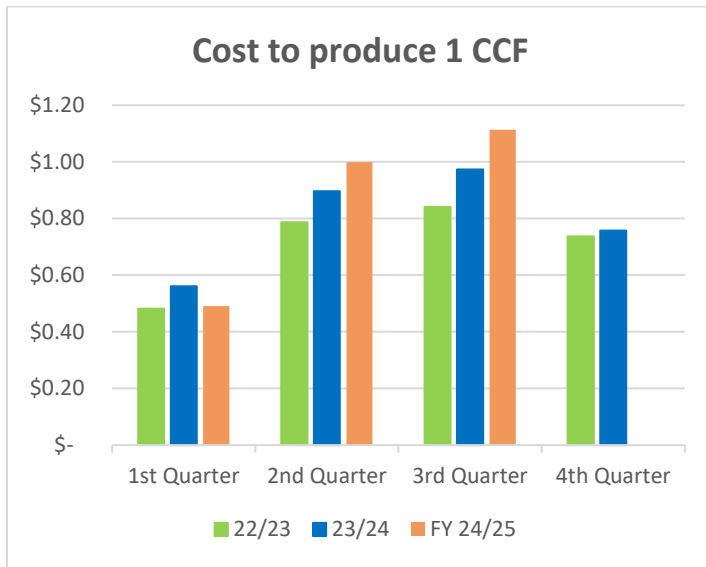
Plant activities:

- Completed and certified 2025 update to the Risk and Resiliency Assessment
- Started work on 2025 update to the Emergency Response Plan
- Several small projects: Building 18 HVAC upgrade, leaking polymer tank replacement, filter water quality instrument installations
- Backup power: RIPS at substantial completion, WTP equipment currently being installed and tested

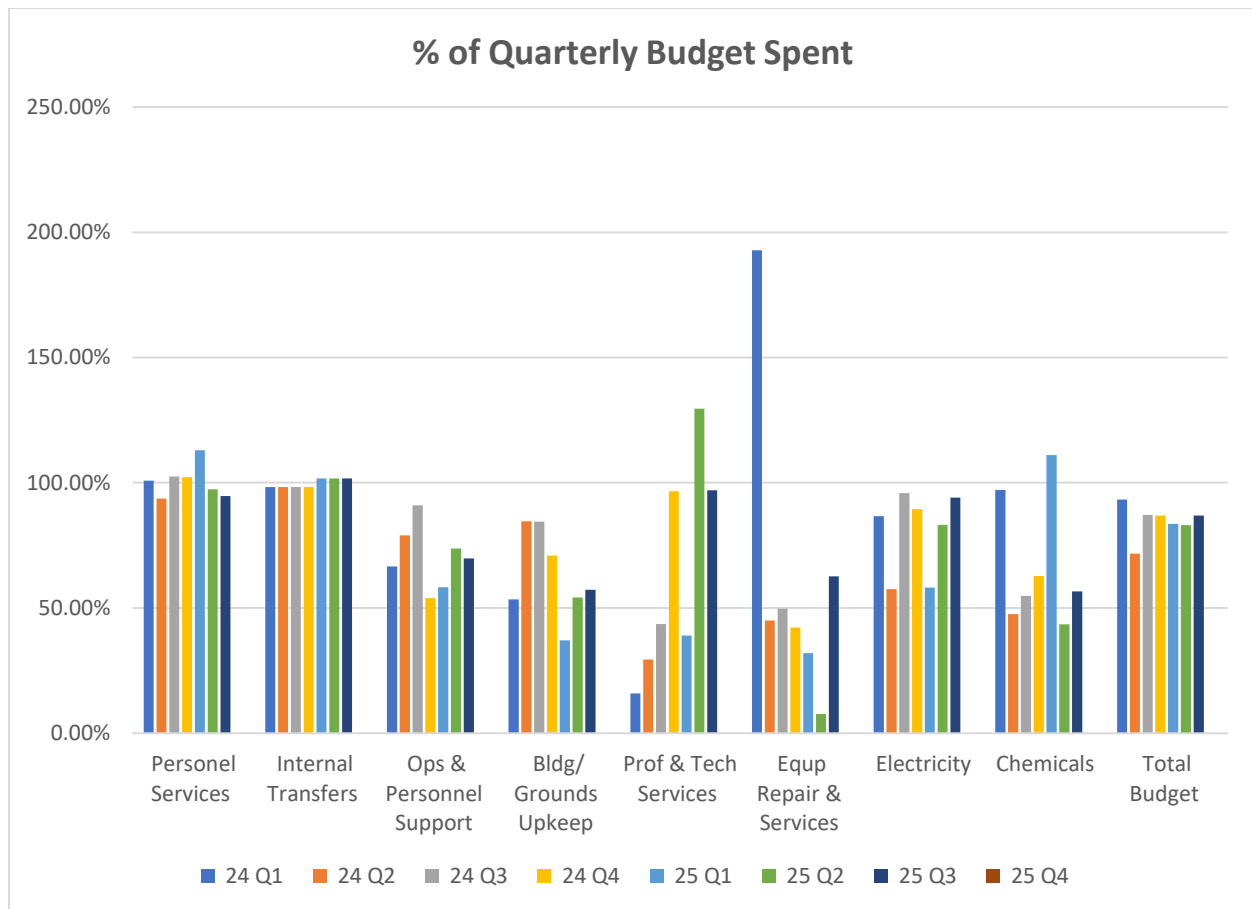
Budget activity:

- Budget Committee review beginning 23 April
- No major changes, most increases driven by inflation, plus utility & vendor rate increases

Budget Report FY 25 Q3



Total Biennial Budget: \$9,794,000. Total Spent so far: \$7,325,938.



Examples of budget categories

- Personnel Services: staff wages and benefits
- Internal Transfers: HR, IT, Legal, Motor Pool, Beautification support provided by City of Lake Oswego
- Ops & Personnel Support: solids hauling, safety equipment, training
- Bldg./Grounds Maintenance & Repairs: landscaping, HVAC
- Prof & Tech, Contracted Services: studies, permits, Right-of-Way fees, certification fees
- Equipment Repair & Service: diagnosis, maintenance, repair, and replacement of equipment
- Electricity:
- Water Treatment Chemicals: aluminum sulfate, sodium hypochlorite, sodium hydroxide, polyaluminum chloride, liquid oxygen, various polymers