



**Lake Oswego Tigard Water Partnership
Summary of Partnership Committee Meeting
April 21, 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

Councilor Hu called the meeting of the Lake Oswego Tigard Water Partnership Committee to order at 4:32 pm. The meeting was held at Tigard Public Works, 8777 SW Burnham St., Tigard OR 97223.

2. APPROVAL OF MINUTES

Councilor Hu suggested moving approval of the minutes after committee business.

3. PUBLIC COMMENT

None.

4. COMMITTEE BUSINESS

4.1 Operations/Activities Report

Mr. Trotter reported Lake Oswego had one water quality call in the first quarter and Tigard had none. Water production was on track with annual averages. With the warm spring he anticipated production would increase earlier than usual. Regarding staffing, Instrumentation Tech, Chris Warren, had been promoted to Assistant Plant Manager. Active recruitments for instrumentation technician and maintenance technician were underway. **Councilor Wendland** asked if it was difficult to find people to fill the positions. **Mr. Trotter** responded the technician positions were easier to fill than the operator positions because they weren't as specialized. People from other industries could qualify. He stated the culture at the plant was currently very good so it would be important to find people that would be a good fit but there seemed to be a good pool of applicants.

Mr. Trotter reported the 2025 Risk and Resilience Assessment for the WTP had been completed and certified. It's a required and regulated task due every five years. The exercise mostly updates risks and the matrices associated with that and addresses any new vulnerabilities or threats. Following that the Emergency Response Plan would be updated and content reviewed to make sure it's still relevant.

Other small projects around the plant included an HVAC upgrade in one of the buildings, replacing a leaking polymer tank, instrumentation, and seasonal maintenance activities like cleaning out the filters and basin.

Mr. Trotter stated the backup power project was at substantial completion at the river intake and equipment had arrived at the treatment plant and was being installed and tested. He anticipated that portion of the project would be at substantial completion sometime in July. **Councilor Afghan** asked about the definition of resiliency assessment, was it continuity or something else? **Mr. Trotter** replied it was part of the AWIA water infrastructure legislation that was passed. **Ms. Rooney** added the title is specific to a certain format that has to be produced to meet certification standards. It addresses the ability to manage risk and respond. She explained there was a formula that determined resiliency rate and the LOT rate was very high. **Mr. Trotter** stated the resiliency handbook put out by the EPA was called the J100 if anyone were interested.

4.2 Budget Report

Ms. Rooney reported the Lake Oswego Budget Committee had begun meeting and would start reviewing the details of the proposed budget later that week, April 23. She explained the Lake Oswego Tigard Water Partnership was one component of Lake Oswego's overall water utility budget. Historically, an overview of the Partnership budget had been shared with the Partnership Committee after it goes before the Lake Oswego Budget Committee. If any issues or questions come out of the Partnership review of the budget those could be shared. **Mr. Trotter** handed out a budget report that outlined the past two years' expenditures and the projected budget. He noted there were no major changes and most increases were driven by inflation and utility and vendor rate increases. PGE had not yet provided projected rate increase for 2026 so that was an unknown for a large portion of the budget. **Ms. Rooney** noted CIP projects were the main contributor to budget fluctuations. She added the City participated in a program with PGE where rebates were received for using less power during peak times. **Mr. Trotter** stated it was an easy program to comply with and the reward was significant for little effort so it's a program that was prioritized. **Councilor Robbins** asked why there was a 5% decrease forecasted for FY 26-27 when the previous three years had experienced increases. **Mr. Trotter** responded in FY 25/26 there was an extra \$100K budgeted for a study for onsite generation. Currently 12.5% bleach is fed into the treatment process for disinfection. Onsite generation hydrolyzes and electrolyzes bulk salt and creates a lower strength solution but the total costs are less. Salt can be sourced from any number of vendors while there is only one source in the region for the product currently used. This was identified in the Risk and Resilience Assessment as a vulnerability. The study will help determine if onsite generation would be a feasible option. **Ms. Rooney** stated if the study determined onsite generation was feasible the cost of installing the equipment would be budgeted in the CIP in the next biennium, FY 27-29. **Councilor Wendland** asked why there was such a variation of budget to actual for consumables. **Mr. Trotter** replied PGE had different tiers for time of day pricing that could be taken advantage of so were able to save a lot operationally over the past year and a half but there wasn't confidence that could continually be achieved. The electricity budget was kept flat for the next two years because by taking advantage of time of day pricing we were able to stay under budget. Additionally, the water coming out of the river had been remarkably clean during seasons that were usually problematic which translates to less chemical being used. **Councilor Hu** asked if there been discussion or study about battery storage for power. **Mr. Trotter** stated there were a lot of options considered for backup power. Solar was considered but wouldn't provide enough power. He wasn't sure what the return on investment would be for battery technology but the savings being achieved were by running harder/more at night.

2.0 APPROVAL OF MINUTES

Councilor Hu opened the floor for discussion. **Councilor Robbins** stated the minutes she had seen for this committee were much more detailed than minutes she had seen for other public meetings. She opined usually it's a legal document, a record or basic summary of what was discussed and decisions made. These minutes are almost a transcript of discussion and she didn't think any of that needed to be included. She suggested it would also save staff time. **Councilor Wendland** stated that would be a break in the tradition of Lake Oswego, minutes of all meetings are conversational and the community expected that. He added council minutes were quite detailed. **Councilor Robbins** stated Tigard's minutes were now a recording. **Councilor Wendland** agreed from a business standpoint condensed notes may be good but the practice in Lake Oswego for council and boards and commissions had been extensive recording of the meetings. **Councilor Robbins** stated she had received advice from someone on another board that it could be a legal liability to include detail and should be very basic without the back and forth of the discussion. **Councilor Wendland** asked if that were for a private or public organization. **Councilor Robbins** replied it was a non-profit organization and they provided a list of sources stating why minutes should be formatted in a less detailed way. **Councilor Afghan** stated he would support that as long as the full recording were also available to the public. **Councilor Hu** asked how long recordings were kept on file. **Ms. Anderson** replied she wasn't sure of the retention schedule but no recordings had been deleted over the many years she'd been supporting the committee. **Councilor Robbins** suggested posting the digital recordings to the website should be fairly easy. **Ms. Anderson** agreed. **Councilor Hu** asked if that would be a good compromise for the group. **Councilor Wendland** stated he would like to postpone any decision until the next meeting so he could discuss with the City Attorney and City Manager. He acknowledged he had sat on non-profit boards and generally they have more condensed minutes but there's a legal aspect and political aspect here. **Councilor Hu** entertained a motion to approve the minutes from January 27, 2025. **Councilor Wendland** motioned, **Councilor Robbins** seconded. Motion passed unanimously.

5.0 FUTURE AGENDA ITEMS

Councilor Wendland expressed appreciation for how well things operate which, in turn, make the meetings straight forward. He said it was a reflection of how well the Partnership was run. **Councilor Afghan** asked what other topics the committee should be considering. **Councilor Robbins** suggested a lesson or update about water supply, snow pack, and drought potential so they have the information to share with citizens. **Ms. Rooney** suggested a high-level overview of the Water Management and Conservation Plan would be appropriate, as well as a current snow pack report. Reports were received through the winter but also in to the spring and summer as snow pack melts off. Resources for monitoring river level and trends could also be shared. **Ms. Rooney** stated the most critical time regarding river levels was generally a two-week window in September. **Mr. Trotter** added it wasn't a supply issue but rather a PR perspective, technically in curtailment but only for things like washing city vehicles and park irrigation. He had received a drought report that day that stated we were out of drought status for the first time in several years. **Councilor Robbins** requested he forward that report to her. **Ms. Rooney** added the annual water quality report from both cities could be shared at the next meeting, as well.

6.0 ADJOURN

There being no further business, Councilor Hu adjourned the meeting at 5:12 pm.

Respectfully Submitted,



Susie Anderson
Administrative Assistant

Approved by the Partnership Committee:

August 4, 2025