

AGENDA

CITIZENS UTILITY ADVISORY BOARD

WEDNESDAY, FEBRUARY 7, 2007
6:00 p.m.

JOHNSON CREEK FACILITY CONFERENCE ROOM
6101 SE JOHNSON CREEK BLVD.

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| I. | CALL TO ORDER | CUAB Chair |
| II. | INTRODUCTIONS | CUAB Chair |
| III. | CONSENT AGENDA | CUAB Board |
| | A. December 6, 2007, Minutes | |
| IV. | REPORTS | |
| | A. Pavement Maintenance Program | Gary Parkin |
| V. | DISCUSSION | |
| | A. Goal Setting | All |
| | B. Prelim Capital Improvement Plan (CIP) | Gary Parkin |
| VI. | MATTERS FROM THE BOARD | CUAB Members |
| VII. | OTHER | |
| VIII. | INFORMATION SHARING | ALL |
| IX. | FUTURE MEETING DATE/AGENDA ITEMS | ALL |
| X. | ADJOURN | |

CUAB MEETING MINUTES
Wednesday, December 6, 2006
Johnson Creek Facility Conference Room
6101 SE Johnson Creek Blvd.

Members Present

Bob Hatz, Chair
Charles Bird, Vice Chair
Betty Chandler
Ed Miller

Staff Present

Gary Parkin, Engineering Director
Alex Campbell, Resource & Economic Development Specialist

I. CALL TO ORDER

Chair Hatz called the meeting to order at 6:00 p.m.

II. INTRODUCTIONS

Board members introduced themselves to the new Engineering Director. It was noted that there is one open position on the Board.

III. CONSENT AGENDA

November 6, 2006, Minutes were approved without change.

IV. REPORTS

- A. Alex Campbell provided a brief update on the latest "fine-tuning" of the Street Surface Maintenance Program (SSMP).

The most significant change was the addition of a fee cap of \$250/month. Alex noted that most of the large customers use state highways, and the cap avoids the largest impacts. Other topics discussed were the methodology used to select streets for treatment and utility trench cuts.

V. DISCUSSION

A. Concerning the SSMP

It was decided that the City Council should hear from the CUAB at their December 19, 2006, meeting, where they will be considering the program. A rough draft of a resolution in support of the program was proposed and adopted by a 4-0 vote of the Board. Chair Hatz will plan on attending the meeting along with Vice Chair Bird if his schedule allows. Gary Parkin will draft the resolution and submit for board comments prior to the Council meeting.

VI. MATTERS FROM THE BOARD

None.

VII. OTHER

None.

VIII. INFORMATION SHARING

Work Plan needs to be developed, next meeting.

IX. FUTURE MEETING DATE/AGENDA ITEMS

Wednesday, January 3, 2007 (tentative)

X. ADJOURN

The meeting adjourned at 6:54 p.m.

Bob Hatz, Chair

Gary Parkin, Scribe

CUAB/Engineering Department Work Plan 2006/2007

Item	Definition	Status	Complete Date
1. Street improvement funding program	Explore options for defining needed street improvements using Pavement Management System (PMS). Develop funding alternatives to pay for improvements. Engage the community in a process to determine what level of improvements, if any, will be funded.	Engineering to form a work team to define needed improvements and explore funding options for consideration by Council by June.	June '06: Return to Council with project lists, costs and funding alternatives. July/Aug: meet with community interests Sept: forward recommendations to Council.
2. 2007-2011 CIP	Review and make recommendations to Council on the Capital Improvement Plan for next 5 years. Make recommendations to City Council.	Final draft due for first Budget Comm. meeting Apr 11, '06.	Present to CUAB April 2006; forward to Budget Committee April; City Council May 2006.
3. Two-Utility SDC update	Complete work on 2-utility SDC (water & storm) update by April 2005. Wastewater pending outcome of County process in Oct '06.	Pursuant to state law, notice of intent published on Dec 31, '05. Methodology available on 2/16/06. Hearing to adopt revisions 4/18/06	CUAB review on April 5, 2006. Council hearing to adopt on 4/18/06.
4. Wastewater Master Plan & future of wastewater treatment in Clackamas County	Update Master Plan to define capital needs for wastewater collection utility and define needs for wastewater treatment.	Master plan for collection system completed and endorsed by CUAB Jan '06. Plan adoption deferred pending County implementation of wastewater treatment plan (Clearwater).	ON HOLD. Plan must reflect decision of County regarding treatment plans, expected in Fall '06.
5. Johnson Cr. Blvd. wastewater extension and annexation project	Boundaries include un-sewered areas north/south of JC offices; extension estimate prepared; seeking funding alternatives in addition to CDBG.	Outreach to community will determine project political feasibility.	Outreach: Mar/Apr '06.
6. Well 8 replacement and CRW inter-tie agreement	Analyze cost to drill replacement well on site #8 and determine least cost alternative for City to remain self sufficient, i.e.: does city need CRW source?	Well 8-replacement alternatives study completed.	Work session with Council Apr. '06
7. Stormwater code update project	Consider revisions to Milwaukie code for new water quality standards for management of on-site storm runoff.	Develop work plan and schedule; explore other jurisdictions requirements; develop scope for outside technical assistance.	Revisions to CUAB in Sept; Planning Comm. in December and CC in Feb. 07

CUAB/Engineering Department Work Plan 2007/2008

Item	Definition	Status	Complete Date
1. Street improvement funding program	Explore options for defining needed street improvements using Pavement Management System (PMS). Develop funding alternatives to pay for improvements. Engage the community in a process to determine what level of improvements, if any, will be funded.	Program instituted by CC on Jan 2, 2007. CUAB to provide review of implementation including street selection and allocation of funding	On-going
2. 2008-2012 CIP	Review and make recommendations to Council on the Capital Improvement Plan for next 5 years. Make recommendations to City Council.	Final draft due for first Budget Comm. meeting Apr 10, '07.	Present to CUAB March 7 2007; forward to Budget Committee April; City Council May 2007.
3. Wastewater Master Plan & future of wastewater treatment in Clackamas County	Update unadopted 2004 Master Plan adding maintenance needs and projects.	Master plan proposed for '07-08 fiscal year. It will reflect CCSD1 CAC recommendations for treatment plans, expected in Spring '07.	CUAB to review technical reports beginning fall 2007. Project completion in spring 2008.
4. Water Master Plan	Update 2001 Master Plan, define capital and maintenance needs.	Master plan proposed for '07-08 fiscal year.	CUAB to review technical reports beginning fall 2007. Project completion in fall 2008.
5. Johnson Cr. Blvd. wastewater extension and annexation project	Boundaries include unsewered areas north/south of JC offices; extension estimate prepared; seeking funding alternatives in addition to CDBG.	Outreach to community will determine project political feasibility.	Outreach: Mar/Apr '07.
6.			
7.			