AGENDA
GOOD NEIGHBOR COMMITTEE

Tuesday, February 26, 2019
5:30 - 7:00 p.m.

Kellogg Wastewater Treatment Plant, Administration Building
11525 SE McLoughlin Blvd.

5:30 – 5:35 Welcome
5:35 – 5:45 Review/Approval of minutes from November 28, 2018, meeting
5:45 – 6:15 Update on Landscape Project and Landscape Proposal Discussion
6:15 – 6:30 Kellogg Plant Project Update
6:30 – 6:45 Meeting Frequency
6:45 – 7:00 Good Neighbor Fund Discussion
7:00 Adjourn

Next KGNC meeting – TBD.
Kellogg Good Neighbor Committee Workplan - 2018

Completed Tasks

1. **Item:** Planted screen - Completed
   **Detail:** A living screen of vegetation to obscure the plant and to disrupt the airflow from the plant to mix and dilute any smells before they arrive at residential areas.
   **Status:** Planting was completed in the fall of 2015. The plantings were warrantied for a one year period which expired in 2016. Since installation the vegetative screen has been trimmed several times by the landscape contractor to allow the vegetation to strengthen and thicken. The plants will continue to grow to screen the view of the plant from McLoughlin Blvd and walking trail on the west side of the plant.
   **Activity:** The Committee will continue to monitor the plants, look for and fill any gaps.
   **Timeframe:** The Committee will conduct an annual Fall walk around the Plant to evaluate the health and effectiveness of the screen.

2. **Item:** Install path lighting and repair damaged areas and drainage issues along the path through the Kellogg Plant property.
   **Detail:** Install lighting to improve safety and enhance utility of the public access property around the plant. Repair of the path surface to improve use.
   **Status:** Surface water flow from the direction of the plant was initially a concern. The committee was concerned that there may have been a pipe leaking. Investigations by the plant staff determined that surface water was just runoff. Lighting was installed in 2017. Committee has continued to monitor the lighting schedule as well as the need for additional lighting.
**Activity:** The Committee will continue to evaluate public sentiment concerning lighting around the exterior of the plant.

**Timeframe:** Ongoing.

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**Kellogg Good Neighbor Committee Workplan - 2018**

1. **Item:** Promote the findings of the Odor Study completed for the KGNC in Nov 2014. KGNC will advocate for odor control project funding in the CCSD1 capital improvement budget.

   **Detail:** The Odor Study identifies partial or full odor control at the aeration basins as providing the best value. KGNC has worked with CCSD1 to include odor control projects for inclusion in their Capital Improvement program. CCSD#1 will be installing aerations basin covers at part of the larger Kellogg Plant project.

   **Status:** At our KGNC meeting on November 28th, 2017, CCSD #1 staff indicated that the construction costs for the Kellogg plant upgrades were going to cost $22M instead of the originally estimated $18M. The increased cost has affected the timing of the work to include the installation of the basin covers. CCSD #1 Staff indicated that work on the aeration covers should begin February/March 2018 and the covers should be in place by the Summer 2018. The estimated cost for the covers is approximately $500,000. The covers will only partially enclose the basin.

   **Activity:** Committee to monitor implementation of plan and the construction and installation of the aerations basin covers to help control odor.

   **Timeframe:** Thru at least Summer 2018.

2. **Item:** Enhance public facilities in the treatment plant park.

   **Detail:** Install benches, maintain existing picnic tables, add tables and construct ADA path to picnic table.

   **Status:** Three benches are installed along with a crushed stone path for table access. Two additional benches and an additional garbage can are to be installed by the end of 2017.
**Activity:** Evaluate path options, propose number and location of facilities.

**Timeframe:** Ongoing.

3. **Item:** Milwaukie Bay Park and Kronberg Park.

   **Detail:** Master plans have been developed for both parks. Neighborhoods have expressed interest in supporting the parks and completing their development. Both Parks are within the influence (200 yards) of the KGNC and important to the committee.

   **Status:** The Bridge replacement is currently under construction.

   **Activity:** The Committee is supportive of the need to complete these parks in front of the City and look for ways for the KGNC to help effectuate the parks completion.

   **Timeframe:** Ongoing.

4. **Item:** Keep watch on the Good Neighbor Funds.

   **Detail:** Gather reports from the City and County and track the fund balances. Manage the proposals presented to the City and track their fund impact and disposition.

   **Status:** Acceptable.

   **Activity:** Monitor, audit, report and discuss at each committee meeting.

   **Timeframe:** Ongoing.

5. **Item:** Maintenance of the open space of the Kellogg Treatment Plant.

   **Detail:** Work with WES to ensure that landscaping and general maintenance of the path, benches, picnic tables and other enmities in the open space are maintained.

   **Status:** Landscaping installed in 2015 will be maintained by contractor until 2016, WES maintains a portion of the area. KGNC to provide funding as needed.

   **Activity:** Monitor, report and discuss at each committee meeting.

   **Timeframe:** Ongoing.
GOOD NEIGHBOR COMMITTEE MINUTES
November 28, 2018, at 6:30pm
Kellogg Wastewater Treatment Plant, Administration Building
11525 SE McLoughlin Blvd.

Members Present:
Charles Bird
Michael Park
Gary Klein
Carolyn Tomei

Members Absent:
Neil Hankerson
Britt McConn
Shane Abma

Staff Present:
Peter Passarelli, City of Milwaukie
Greg Eyerly, WES
Josh Clark, WES

Guests
Rick Cole – Clackamas County - Facilities
Dan Hall – Clackamas County - Facilities

MEETING NOTES

Minutes from the October 23, 2018, meeting were approved 4-0.

Landscape Maintenance
Discussion on Landscape Maintenance continued. Rick Cole and Dan Hall from the Clackamas County Facilities staff provided input on landscape maintenance expectations, issues and concerns. The Committee spent some time discussing the exterior landscaping around the plant to include the some of the issues caused by the different planting standards from the Kellogg Plant Landscape project and the Trolley Trail project. Dan indicated that he has been in contact with the City’s Planning department to discuss tree planting and removal. Dan provided potential planting options focusing a plant material that would reduce future maintenance. He told the committee that he would provide the committee with an updated planting plan. He suggested that an appropriate budget would be approximately $45,000 which would provide 240-2250 plants and approximately 30-35 trees. Dan would bring back a proposal to enhance the Tree screening and landscaping around the plant.

The group briefly discussed ECO-Biz certification and County Facilities staff indicated that Earthworks was not interested in participating in the ECO-Biz program. The Group also briefly
discussed lighting on the path and wanted to consider the addition of new lights along the path as needed.

**Kellogg Plant Update**

Greg Eyerly and Josh Clark provided a brief update: WES was still working on cleaning the digester at the Plant. It appeared that the efforts in early November in degasifying the digester were successful and that there were minimal odor issues as a result. There were some minor problems with the odor control system related to the ductwork and rainwater.

**Meeting Frequency**

The Committee deferred on making a decision concerning meeting frequency as several members were absent, but conceptually the committee felt that every other month was sufficient.

**Kellogg Plant Park Walkthrough**

The committee walked through the park on the west side of the plant and identified three areas that were in need of additional lighting.

**Next Meeting**

The Committee determined that the next meeting would be held on January 22, 2019, at 5:30 pm.

**Adjourned at 7:00 pm**

Charles Bird, Chair

Peter Passarelli, City Liaison
Kellogg Good Neighbor Committee

Summary Fund Tracking Report

Date: February 26, 2019 End of month

**EDU Funds**
- Balance last report: $159,938.42 Nov-18
- Funds Added: 34,056.00 Dec Jan Feb
- Funds Removed: ($14,625.00) Dec Bond Payment
- Funds Allocated last Month: $0.00
- Total funds accumulated this Month: $179,369.42
- Funds available for allocation: $155,152.42 After June bond payment

**Allocation**
- Replace dead Plants: $11,540.00 23-Jan-18 up to Planted Screen
- Total set aside by committee: $338,507.00
- Remaining in total set aside: $7,852.42

- Contracted to date: $330,654.58 to be updated
  - Path Paving
  - Path Lighting: $60,000.00 these 3 items
  - Benches 2016
  - Benches and trash can 2017: $6,000.00
  - Screen contracted: $264,654.58
    - Place: $38,035.00
    - Paul Bros: $215,834.58
    - Cistus Nursery: $10,785.00
    - Invoiced to date: $262,404.58
    - Remaining in Contracts: $68,250.00
    - Remaining in screen Set Aside: $5,345.42

**Waterfront Park Bond**
- Total Bond Cost: $1,277,344.58
- Paid to date: $357,319.58
- Yet to be paid: $920,025.00
- Check Sum: $1,277,344.58
- Percent of EDU Income: 63.60% 80% is the limit per the resolution

**ODOR Seed Fund**
- Funds allocated/spent: $1,000,000.00
  - Studies: $103,159.52
  - **Cover Aeration: $500,000.00**
  - Funds Spent/committed: $603,159.52
  - Funds remaining: $396,840.48

Note: This Spread sheet was reviewed by Haley Fish Finance Director City of Milwaukie, June 22, 2018

Charles Bird Chair

NOTE the county decided to not pick up additional maintenance cost for the Planted Screen per G Eyerly 2018
* the county agreed to pick up additional maintenance cost for the Planted Screen per G Eyerly 5/23/2017
** Updated estimated to cost from the county and presented to Milwaukie City Council December 2017.
August 30, 2018

Clackamas County Service District No. 1
c/o Water Environment Services
Attn: Director
150 Beavercreek Road, 4th Floor
Oregon City, Oregon 97045

RE: Semi-annual Equivalent Dwelling Unit Reporting

In compliance with the City of Milwaukie/Clackamas County Service District No. 1 Intergovernmental Agreement for wastewater treatment dated December 4, 2012, we are submitting this written report stating the current number of connections to the City wastewater system, noting new connections and any permanent disconnections. Our records indicate the following number of current connections as of August 1, 2018:

<table>
<thead>
<tr>
<th>Type</th>
<th>Number of Connections</th>
<th>Number of EDU's</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Family Residential</td>
<td>6,129</td>
<td>6,129</td>
</tr>
<tr>
<td>Multi-family Residential</td>
<td>317</td>
<td>3,279</td>
</tr>
<tr>
<td>Non-residential</td>
<td>382</td>
<td>1,944</td>
</tr>
<tr>
<td>Total</td>
<td>6,828</td>
<td>11,352</td>
</tr>
</tbody>
</table>

1 Represents number of residential dwelling units.
2 Represents the number of EDU's consistent with Clackamas County Service District No. 1's EDU methodology based on average water consumption for November 2017 through February 2018.
We have prepared the following analysis reconciling differences in the EDU counts occurring between February 1, 2018 and August 1, 2018:

<table>
<thead>
<tr>
<th>Reconciliation of EDU Counts:</th>
<th>As of Date</th>
<th>SFR</th>
<th>MFR</th>
<th>Non-Residential</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reported EDU Counts</td>
<td>2/1/18</td>
<td>6,131</td>
<td>3,285</td>
<td>1,947</td>
<td>11,363</td>
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<tr>
<td>New EDU Connections</td>
<td>2/1/18-8/1/18</td>
<td>6</td>
<td>-</td>
<td>2</td>
<td>8</td>
</tr>
<tr>
<td>Previously Inactive EDU Connections</td>
<td>2/1/18-8/1/18</td>
<td>4</td>
<td>4</td>
<td>-</td>
<td>8</td>
</tr>
<tr>
<td>Permanent EDU Disconnections</td>
<td>2/1/18-8/1/18</td>
<td>(12)</td>
<td>(10)</td>
<td>-</td>
<td>(22)</td>
</tr>
<tr>
<td>Additional Consumption</td>
<td>8/1/18</td>
<td>-</td>
<td>-</td>
<td>(5)</td>
<td>(5)</td>
</tr>
</tbody>
</table>

**Current EDU Counts Submitted to CCSD #1**

<table>
<thead>
<tr>
<th>As of Date</th>
<th>SFR</th>
<th>MFR</th>
<th>Non-Residential</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/1/18</td>
<td>6,129</td>
<td>3,279</td>
<td>1,944</td>
<td>11,352</td>
</tr>
</tbody>
</table>

**Active EDU Counts**

<table>
<thead>
<tr>
<th>As of Date</th>
<th>SFR</th>
<th>MFR</th>
<th>Non-Residential</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/1/18</td>
<td>6,095</td>
<td>3,275</td>
<td>1,942</td>
<td>11,312</td>
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**Temporarily Inactive Accounts**

<table>
<thead>
<tr>
<th>As of Date</th>
<th>SFR</th>
<th>MFR</th>
<th>Non-Residential</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/1/18</td>
<td>28</td>
<td>4</td>
<td>-</td>
<td>32</td>
</tr>
</tbody>
</table>

**Current EDU Counts per Milwaukie System**

<table>
<thead>
<tr>
<th>Current EDU Counts per Milwaukie System</th>
<th>As of Date</th>
<th>SFR</th>
<th>MFR</th>
<th>Non-Residential</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>8/1/18</td>
<td>6,129</td>
<td>3,279</td>
<td>1,944</td>
<td>11,352</td>
</tr>
</tbody>
</table>

**Change in EDU Counts from Prior Reporting Period**

<table>
<thead>
<tr>
<th>Change in EDU Counts from Prior Reporting Period</th>
<th>As of Date</th>
<th>SFR</th>
<th>MFR</th>
<th>Non-Residential</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/1/18</td>
<td>(2)</td>
<td>(6)</td>
<td>(3)</td>
<td>(11)</td>
<td></td>
</tr>
</tbody>
</table>

1 Total Non-Residential count is actually one property - accounting system lists as two EDUs due to total consumption.

2 Represents reclassifications, misclassifications and omissions identified in the City accounting system.

Please invoice the City as applicable and we will be sure to remit monthly payment promptly.

We have emailed detailed City connection reports for all three connection types to Mr. Doug Waugh (dougwau@co.clackamas.or.us) on August 30, 2018.

If you have any questions, please feel free to contact me at 503-786-7505 or by email at dennisb@milwaukieoregon.gov.

Thank you for your assistance with this matter.

Sincerely,

Bonnie Dennis
Interim Finance Director
Finance Department