



Work Session

WS

Milwaukie City Council

COUNCIL WORK SESSION

Zoom Video Conference
www.milwaukieoregon.gov

REVISED AGENDA

NOVEMBER 2, 2021

(Revised October 29, 2021)

Council will hold this meeting through video conference. The public may attend the meeting by watching live on the [city's YouTube channel](#) or Comcast Cable channel 30 in city limits, or by joining the Zoom webinar. **Written comments** may be submitted by email to ocr@milwaukieoregon.gov. Council may take limited verbal comments. **For Zoom webinar login information** visit <https://www.milwaukieoregon.gov/citycouncil/city-council-work-session-288>.

Note: agenda item times are estimates and are subject to change.

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1. **Citizens Utility Advisory Board (CUAB) – Annual Update** (4:00 p.m.)
Staff: Peter Passarelli, Public Works Director

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2. **Adjourn** (5:00 p.m.)

Executive Session

After the work session Council will meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions and (i) to review and evaluate the job performance of a chief executive officer, other officers, employees, and staff, if the person whose performance is being reviewed and evaluated does not request an “open hearing,” and (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (citation added to the agenda)

Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice

The city is committed to providing equal access to public meetings. To request listening and mobility assistance services contact the Office of the City Recorder at least 48 hours before the meeting by email at ocr@milwaukieoregon.gov or phone at 503-786-7502. To request Spanish language translation services email espanol@milwaukieoregon.gov at least 48 hours before the meeting. Staff will do their best to respond in a timely manner and to accommodate requests. Most Council meetings are broadcast live on the [city's YouTube channel](#) and Comcast Channel 30 in city limits.

Servicios de Accesibilidad para Reuniones y Aviso de la Ley de Estadounidenses con Discapacidades (ADA)

La ciudad se compromete a proporcionar igualdad de acceso para reuniones públicas. Para solicitar servicios de asistencia auditiva y de movilidad, favor de comunicarse a la Oficina del Registro de la Ciudad con un mínimo de 48 horas antes de la reunión por correo electrónico a ocr@milwaukieoregon.gov o llame al 503-786-7502. Para solicitar servicios de traducción al español, envíe un correo electrónico a espanol@milwaukieoregon.gov al menos 48 horas antes de la reunión. El personal hará todo lo posible para responder de manera oportuna y atender las solicitudes. La mayoría de las reuniones del Consejo de la Ciudad se transmiten en vivo en el [canal de YouTube de la ciudad](#) y el Canal 30 de Comcast dentro de los límites de la ciudad.

Executive Sessions

The City Council may meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660(2); all discussions are confidential; news media representatives may attend but may not disclose any information discussed. Final decisions and actions may not be taken in executive sessions.



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MINUTES

NOVEMBER 2, 2021

Council Present: Councilors Lisa Batey, Angel Falconer, Desi Nicodemus,
Council President Kathy Hyzy, and Mayor Mark Gamba

Staff Present: Kelly Brooks, Assistant City Manager Ann Ober, City Manager
Justin Gericke, City Attorney Peter Passarelli, Public Works Director
Adam Moore, Parks Development Coordinator Scott Stauffer, City Recorder

Mayor Mark Gamba called the meeting to order at 4:02 p.m.

1. Citizens Utility Advisory Board (CUAB) – Annual Update

Passarelli provided an update on the CUAB's work to advise the city on utility rates during the biennial budget process and update the city's wastewater system development charges (SDCs) and master plans. **Councilor Batey** and **Passarelli** commented on the administration fee applied to water rates. **Council President Hyzy** asked that the fee chart Passarelli presented be shared with the public.

Passarelli discussed the CUAB's work plan for the next year, which included reviewing the city's Capital Improvement Plan (CIP), wastewater SDCs, and utility rates.

Passarelli reviewed ongoing public works department projects, including a risk and resiliency assessment, and updating the city's water emergency response plan. **Council President Hyzy** and **Passarelli** commented on whether the assessment would identify threats to the city's ground water wells.

Councilor Batey, Passarelli, and Ober remarked on the city's intertie connections with other water service providers, intention to add a connection with Oak Lodge Water Services, and whether it was common for interties to cause contamination issues.

Passarelli provided an update on the city's ongoing water supervisory control and data acquisition (SCADA) system update project, noting global and local issues that had delayed the project. **Council President Hyzy** and **Passarelli** noted there were no expected budget impacts from the project delay.

Passarelli reported on the work to repair Well #2, noting project delays and planned next steps to get the well operational again. **Mayor Gamba** and **Passarelli** commented on the ground contamination around Well #2 and noted that the water pulled from the well is treated to meet water quality standards. **Councilor Batey** and **Passarelli** noted where in the storage and distribution process the water brought into the system through Well #2 is treated.

2. Adjourn

Stauffer announced that after the work session Council would meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions and (i) to review and evaluate the job performance of a chief executive officer, other officers, employees, and staff, if the person whose performance is being reviewed and evaluated does not request an "open hearing."

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Mayor Gamba adjourned the meeting at 4:52 p.m.

Respectfully submitted,



Scott Stauffer, City Recorder

COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Date Written: Oct. 20, 2021

Reviewed: Jennifer Lee (as to form), Administrative Specialist

From: Peter Passarelli, Public Works Director, and
Joel Bergman, CUAB Chair

Subject: **Citizens Utility Advisory Board (CUAB) Annual Update**

ACTION REQUESTED

Informational and discussion only.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[April 10, 2018](#): The CUAB provided recommendations on utility rates for fiscal year (FY) 2019 and asked for Council direction on rates to be included in the proposed budget and master fee schedule.

[February 11, 2019](#): The CUAB held a joint session with the Budget Committee to discuss CUAB roles and responsibilities, provide an update on water and wastewater rate studies, and discuss coordinating timelines for future capital improvement plan (CIP) planning.

[April 2, 2019](#): The CUAB provided its annual update to Council and discussed utility rate, recommendations, and master plan updates.

[October 6, 2020](#): The CUAB provided its annual update to Council.

ANALYSIS

This is an opportunity for CUAB members to discuss the upcoming year's workplan and present any proposed bylaws changes for Council's consideration. The public works director will present and discuss the CUAB 2022 workplan and highlight 2020/2021 accomplishments. CUAB officers are Chair Joel Bergmann, Vice Chair Ed Simmons, and Secretary Laura Hannah.

BUDGET, WORKLOAD, & CLIMATE IMPACTS

Not applicable.

COORDINATION, CONCURRENCE, OR DISSENT

Not applicable.

STAFF RECOMMENDATION

Not applicable.

ALTERNATIVES

None.

ATTACHMENTS

None.