



A place where families and businesses thrive.

**City Council & Planning Commission
Joint Work Session: City's Water Master Plan Update
Part I: Introduction and Existing Conditions**

**Monday, August 9, 2021
5:45 p.m., Zoom
Community Auditorium**

***Minutes are unofficial until approved by Council.
Council approved minutes as presented September 13, 2021.***

1. ROLL CALL:

Mayor Peter Truax called the City Council and Planning Commission joint work session to order at 5:47 p.m. via Zoom Webinar Video Conference.

The joint work session was conducted in a “hybrid” format allowing the public to attend virtually via **Zoom Webinar** and in-person in the Community Auditorium. Members of the public could observe the work session **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming.

ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR: Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; and Mayor Peter Truax. **COUNCIL ABSENT:** Malynda Wenzl, Council President.

ROLL CALL: PLANNING COMMISSION PRESENT ATTENDED BY ZOOM WEBINAR: Julie Danko; Lisa Nakajima; Ginny Sanderson; and Phil Ruder, Chair. **PLANNING COMMISSION ABSENT:** Joel Redwine; Dale Smith; and Hugo Rojas, Vice Chair.

STAFF PRESENT ATTENDED BY ZOOM WEBINAR: Jesse VanderZanden, City Manager; Paul Downey, Assistant City Manager/Finance Director; Bryan Pohl, Community Development Director; Gregory Robertson, Public Works Director; Dan Riordan, Senior Planner; and Anna Ruggles, City Recorder.

2. CITY'S WATER SYSTEM MASTER PLAN UPDATE PART I: INTRODUCTION AND EXISTING CONDITIONS

Robertson, Pohl, Riordan and VanderZanden facilitated the joint work session, noting the purpose of the joint work session was to present and discuss the City's Water System Master Plan (WMP) Update Part I: Introductions and Existing Conditions. The purpose of the WMP Update was to evaluate and update the City's adopted 2010 WMP document. The current WMP Update will include:

- Defining the existing system
- Developing population projections
- Developing growth projections for commercial, industrial, etc.
- Developing future water system demands
- Evaluating raw water supply
- Evaluating water distribution system

- Seismic evaluation of the water system
- Developing Capital Improvement Program

Riordan presented a PowerPoint presentation overview of the WMP Update Part I: Introductions and Existing Conditions, which included the following slides titled:

- Agenda
- Planning Framework
- State Planning Goals
- Forest Grove Comprehensive Plan
- Westside Refinement Plan & Map
- Housing Needs Analysis & Economic Opportunities Analysis
- What is a Water Master Plan
- Developing the Water Master Plan
- Existing Water System & Diagram Maintained and Operated by the City and Maintained and Operated by the Joint Water Commission

Additionally, Riordan reported the WMP is an element of the Forest Grove Comprehensive Plan and must demonstrate local compliance with State Planning Goal 9, Economic Development (helps the City meet guidelines for public facilities and services appropriate to support economic development); Goal 11, Public Facilities (helps the City meet requirements for the local water system to serve urban development); and Goal 14, Urbanization (helps the City meet factors which should be used to direct urban expansion). The WMP, including a prioritized list of capital build-out and improvements, shall be adopted for adequate provisions of water services and shall be based on future land use policies and potential needs and follow land use plan designations. The Westside Refinement Plan, adopted in 2017, identified about \$14 million in needed water system improvements. The primary urban reserve areas were considered further in the WMP Update. In addition, as part of the Comprehensive Plan, the water demand assumptions for the WMP should be consistent with the Housing Needs Analysis & Economic Opportunities Analysis. The WMP element of the Comprehensive Plan shall include adequate provisions of facilities for industrial use. Lastly, the next steps include:

- Finalizing Draft WMP
- Presenting WMP to Joint Council and Planning Commission Work Session
- Seeking Planning Commission Recommendation to Council for Adoption of WMP
- Council consideration of 1st Reading of Ordinance for Adoption of WMP
- Council consideration of 2nd Reading of Ordinance for Adoption of WMP
- Submitting Adopted WMP to Oregon Health Authority
- Rates and System Development Charges (SDC) Analysis

Discussion:

Mayor Truax opened the floor as members reviewed and discussed the planning framework, policies pertaining to State Planning Goals and the purpose of the WMP Update, which is evaluating and updating the City's adopted 2010 WMP document. Staff addressed various scenarios pertaining to current and long-range water supply and demand and discussion focused on the Westside area, specifically David Hill Urban Reserve Area, to which Riordan advised the Westside Refinement Plan identified a David

Hill Reservoir, i.e., pump station, as shown in the Existing Water System Diagram, noting the Planning Commission discussed equal distribution of System Development Charges (SDC) for David Hill area above 440'. In conclusion of the above-noted discussion and briefing, Robertson advised the WMP Update Part II, Projections and Projects, will be presented at a later date in joint work session and will provide more details about the needed water system improvements for Urban Reserve Areas.

No formal action nor formal decisions were made during the work session.

3. ADJOURNMENT:

Mayor Truax adjourned the joint work session at 6:40 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder