The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.



# CITY OF SWEET HOME CITY COUNCIL AGENDA

WIFI Passcode: guestwifi

January 23, 2018, 6:30 p.m. City Hall Annex, 1140 12th Avenue Sweet Home, OR 97386

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

### A. Call to Order and Pledge of Allegiance

B. Roll Call:

Councilor Briana Councilor Coleman Councilor Gerson Councilor Goble Councilor Gourley Mayor Mahler Councilor Trask

### C. Consent Agenda:

- a) Approval of Minutes: January 9, 2018 (pg. 3-6)
- D. Recognition of Visitors and Hearing of Petitions
- E. Old Business:
- F. New Business:
  - a) Request for Council Action Appointment to YAC Anna Coleman & Sicily Neuschwander (pg. 7-11)
  - b) Request for Council Action Appointment to Park and Tree Committee Bob Dalton (pg. 12-14)
- G. Introduction, First and Second Reading of Ordinance Bills
  - a) INTRODUCTION
  - b) FIRST READING
  - c) SECOND READING
- H. Third Reading of Ordinance Bills (Roll Call Vote Required)
- I. Resolutions

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

- a) Resolution No. 3 for 2018 A Resolution to Set Copy, Research, and Miscellaneous Service Fees (pg. 15-27)
- b) Resolution No. 4 for 2018 A Resolution Concerning Street Closures and Restrictions (pg. 28-31)

### J. Reports of Committees:

Administrative & Finance/Property	Goble
Public Safety/Traffic Safety	Coleman
Public Works	Mahler
Park and Tree Committee (Minutes 12-20-17) (pg. 32-34)	Trask
Youth Advisory Council	Gourley
Chamber of Commerce	Coleman
Fire District	Trask
Council of Governments	Gerson
Area Commission on Transportation	Coleman
Solid Waste Advisory Council	Goble
Ad Hoc Committee on Health	Gourley

### K. Reports of City Officials:

- a) Mayor's Report
- b) City Manager's Report
- c) Department Director's Reports:
  - i. Finance Director
    - (1) SHMC December 2017 Report (pg. 35)
    - (2) Finance Quarterly Report (pg. 36-40)
  - ii. Library Services Director
  - iii. Community and Economic Development Director
  - iv. Police Chief
    - (1) 2017 Yearly Report (pg. 41-44)
  - v. Public Works Director
    - (1) WWTP Improvement Project Report (pg. 45-88)
  - vi. City Attorney's Report

### L. Adjournment

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

### SWEET HOME CITY COUNCIL MEETING MINUTES

#### January 09, 2018

Mayor Mahler called the meeting to order at 6:30 p.m. in the City Hall Annex. The Pledge of Allegiance was recited.

Staff Present: City Manager Ray Towry, City Attorney Robert Snyder, Police Chief Jeff Lynn, Community and Economic Development Director Jerry Sorte, Public Works Director Greg Springman, Finance Director Pat Gray, and Recording Secretary Julie Fisher

Visitors Registered to Speak: Chase Bratton Ralph, Lori Kuster, Vince Adams, Bruce Hobbs

#### Media: Sean Morgan, The New Era Alex Paul, Albany Democrat Herald

Roll Call:	Councilor Briana	Р	Councilor Gourley	Р
	Councilor Coleman	Р	Mayor Mahler	Р
	Councilor Gerson	Р	Councilor Trask	Р
	Councilor Goble	Р		

# Consent Agenda: Motion was made to approve the Consent Agenda as amended. (Gerson/Goble)

Items on the consent agenda are as follows: Approval of Minutes: December 12, 2017 Approval of Minutes: December 19, 2017 – SP

a balance from a previous tenant, is an abuse of power.

# Recognition of Visitors & Hearing of Petitions

Chase Bratton Ralph 1530 Tamarack Sweet Home, OR 97386	Chase Bratton Ralph read a statement that she was opposed to the removal of the caretaker trailer from Northside park.
Lori Kuster 1185 49 <sup>th</sup> Avenue Sweet Home, OR 97386	Lori Kustner warned the Council of the dangers of Pacific Power smart meters and urged the Council to force the utility to keep the analog meters as standard in our community.
Vince Adams 809 Mountain View Sweet Home, OR 97386	Vince Adams thanked City staff and the Council for the Veterans Day Memorial Day Event in November.
Bruce Hobbs 39155 Hwy 228 Sweet Home, OR 97386	Bruce Hobbs stated he realizes the water is a utility and needs to run as a business and recoup losses, but felt it is unfair to go after property owners. Mr. Hobbs felt the burden of collection should be on the City. Mr. Hobbs added the property owner cannot control the tenant's water use nor can they shut it off. He felt prohibiting the next tenant from turning on an account due to

## Old Business:

Audit Presentation Grove, Mueller and Swank	Chuck Swank and Cathy Wilson with Grove, Mueller and Swank presented the Audit for June 30, 2017. Mr. Swank explained the deficit fund balance in the Wastewater Operating Fund Balance		
	of -129,000 and added revenues are generated thru services. The Governance Letter to the Council was included and explained the responsibilities of City staff and the auditors.		
S EA Contract – Cost Estimate 2525 East Burnside Road Portland, OR	City Manager Towry reviewed the revised contract per Council's request from S EA. The contract amount is capped at \$93,430 plus \$4,000 in reimbursement expenses.		
	Motion to authorize staff to execute a contract with S EA not to exceed \$97,500 or 10% of the total general contractor bid amount whichever is less. (Gerson/Goble)		
	Roll Call Vote		
	Councilor Goble	Aye	
	Mayor Mahler	Ave	
	Councilor Trask	No	
	Councilor Briana	No	
	Councilor Coleman Councilor Gerson	Ауе Ауе	
	Councilor Gerson asked the set of plans are complete according to requirements	he next steps. Staff explained once the e, a competitive bid process will begin s of State Law.	
New Business:			
Request for Council Action Appointment to the YAC – Josie Hewitt	Motion to appoint Jos Council to an At Large term to expire June 30, Opposed.	sie Hewitt to the Youth Advisory Jr. High Grades 7-8 position with a 2018 (Gourley/Colelman) 7 Ayes, 0	
Request for Council Action – Appointment to Planning Commission – Lance Gatchell	Motion to appoint Lance Commission with a term (Gourley/Briana) 7 Ayes,	e Gatchell to the Planning to expire December 31, 2021. 0 Opposed	
Introduction, First and Second Reading of Ordinance Bills:			

Introduction:

First Reading:

Second Reading:

Third and Final Reading of

# Ordinance Bills:

# **Resolutions:**

Resolution No. 1 for 2018 – A Resolution Accepting the City of Sweet Home Audit Report for Fiscal Year Ending June 30, 2017	Motion to Adopt Resolution No. 1 for 2018 – A Resolution Accepting the City of Sweet Home Audit Report for Fiscal Year Ending June 30, 2017 (Gourley/Briana) 6 Ayes, 1 Opposed (Goble). This Resolution becomes in effect immediately.
Resolution No. 2 for 2018 – A Resolution to Designate City Property as Surplus and Authorize its Sale or Lawful Disposal	Motion to Adopt Resolution No. 2 for 2018 – A Resolution to Designate City Property as Surplus and Authorize its Sale or Lawful Disposal (Trask/Gerson) 7 Ayes, 0 Opposed
Committee Reports:	
Administration & Finance/ Property Committee	None
Public/Traffic Safety	None
Public Works	None
City Boards/Committees:	
Chamber of Commerce	None
Fire District	Councilor Trask reported the new medic unit is in service. The new SCB (Self Controlled Breathing Apparatus) have arrived.
Park & Tree Commission	None
Y.A.C.	Councilor Gourley welcomed their newest member Josie Hewitt.
Ad Hoc Committee Community Healthcare	Councilor Gourley reported Bob Dalton and Larry Horton are both working with 2 separate groups for community engagement projects. Councilor Gourley reported the Hero Banner Project is moving forward.
Regional Boards/Committees:	
Area Commission on Transportation (ACT)	None
COG	None
Solid Waste Advisory Council (SWAC)	None
Mayor's Report	None

City Manager's Report	City Manager Ray Towry announced the need for an Administration, Finance and Property Committee meeting to review Community Grants.
	A Department Head retreat is being planned for the first week of February and a Council Work Session is needed to review Council Goals.
	City Manager Towry announced the City now owns the Quarry Property and City Attorney Snyder has recorded the deed.
	Brandon Neish, the new Finance Director for the City of Sweet Home was introduced. FD Neish will begin on Monday, January 15 <sup>th</sup> , 2018.
Department Directors Reports:	
Finance Director	Finance Director Gray reported she is meeting with Oregon State Treasury Department via phone to pass the City of Sweet Home Investment Policy.
	FD Gray reported an passport audit has been completed by the US Department of State and only two small issues were found that have been immediately corrected.
Library Director	LSD Rose Peda referred to the reports in the Council packet.
Community and Economic Development Director	CEDD Sorte gave a report for December 2017 including an application for annexation that will come before Council with the Planning Commission's recommendations. The Planning Commission has agreed to meet the 1 <sup>st</sup> and 3 <sup>rd</sup> Monday's of each
Police Chief	month as needed.
Public Works	Chief Lynn talked about the generous donation from Deschutes County towards the Sweet Home PD K9 Program. Chief Lynn stated a summary of 2017 will be presented at the next meeting.
City Attorney	PWD Greg Springman referred to the reports in the packets as well as a recent article on Sweet Home's I&I program. PWD Springman announced the WWTP Tours and asked the public to RSVP to the City Manager's office.
Adjournment:	None
	With no further business the meeting adjourned at 8:04 PM.

The foregoing is a true copy of the proceedings of the City Council at the January 09, 2018 regular City Council Meeting.

ATTEST:

Mayor

# **REQUEST FOR COUNCIL ACTION**

PREFERRED AGENDA: January 23, 2018 SUBMITTED BY: Ray Towry, City Manager REVIEWED: **TITLE:** Youth Advisory Council Appointment

TYPE OF ACTION: RESOLUTION X MOTION OTHER

ATTACHMENTS: YAC Applications for Anna Coleman and Sicily Neuschwander

**<u>PURPOSE OF THIS MEMO:</u>** Anna Coleman and Sicily Neuschwader are requesting appointment to the Youth Advisory Council.

### **BACKGROUND/CONTEXT:**

Interviews were conducted on January 9, 2018 by a panel which included Mayor Mahler. There was an unamious decision to appoint Anna Coleman and Sicily Neuschwander to the Youth Advisory Council.

Sweet Home Youth Advisory Council Membership Structure and Members:

High School Grades 9-12 (2 positions)
1 - 1 Year Term – Sarah Hewitt
1 - 2 Year Term – Chase Boyd
Junior High Grades 7-8 (2 positions)
1 - 1 Year Term – Madelyn Neuschwander
1 - 2 Year Term – Josie Hewitt
At Large Grades 7-12 (3 positions)
1 Year Term – Recommended Appointment Anna Coleman
1 Year Term – Colby Montigue

1 Year Term – Recommended Appointment Sicily Neuschwander

## THE CHALLENGE/PROBLEM: Vacancies on the Youth Advisory Council

### STAKEHOLDERS:

### **ISSUES & FINANCIAL IMPACTS:**

1. None Known

### **ELEMENTS OF A STABLE SOLUTION:**

### **OPTIONS:**

- 1. Do Nothing.
- 2. Seek Additional Applicants
- 3. <u>Make a Motion</u> to appoint Anna Coleman and Sicily Neuschwander to At Large Grades 7-12 positions of the Youth Advisory Council with terms to expire June 30, 2018.

### **RECOMMENDATION:**

It is recommended Make a Motion to appoint Anna Coleman and Sicily Neuschwander to At Large Grades 7-12 positions of the Youth Advisory Council with terms to expire June 30, 2018. Anna Coleman and Sicily Neuschwander have both been vetted by the interview committee.



SWEET HOME YOUTH ADVISORY COUNCIL

APPLICATION AND PARENT PERMISSION FORM

Name: Anna Coleman	Age:		
Address:	_City: Sweet Home _Zip: 97386		
Phone:	_E-mail:		
School Currently Attending: Sweet Home	High School Grade: 11		
Parent(s) Name: Matt & Susan Colem	101 Phone: 541.401.5833		
Emergency Contact Name: Mike Reynold	Phone: 541.409.1908		

- 1. Please tell us a little about yourself and why you are interested in serving on the Youth Advisory Council. I am interested in being in Youth Advisory Council because I would like to be more involved and because my mother is on the city council.
- 2. Please list below five issues you think are important to the youth and or the overall success of Sweet Home as a community.

I believe one of the main issues in Sweet Home is how people view our town. Especially people in town, they also abuse drugs and they rely on the government for support.

3. Are you able to commit to attending YAC meetings monthly and other meetings and events as scheduled?

Yes\_\_\_X\_\_\_\_

No\_\_\_\_\_

If "No" please explain why:

## City of Sweet Home YAC Application and Parent Permission

Selection I understand that as part of the selection and appointment process to the YAC that I must attend a mandatory pre-appointment orientation with at least one parent/legal guardian. I/we further acknowledge that the City Council may remove me from this appointment for deficiencies in the performance of duties as outlined in the YAC Charter and Bylaws.

la Coleman

4.

YAC Applicant Signature

Anna Coleman

Printed Name of Applicant

### Parent Permission:

By signing below, I/We hereby grant permission for <u>Anna</u> <u>CDAMA</u> to participate in the City of Sweet Homes' Youth Advisory Council if selected and appointed. We acknowledge that regular meetings will be held once a month. We further acknowledge that I/we have reviewed the bylaws governing the Sweet Home Youth Advisory Council with our child and understand that from time to time there may be additional activities, meetings and events that my child will be asked to participate in, subject to my/our approval.

Parent Legal Guardian Signature

Printed Name of Parent/Legal Guardian

Parent Legal Guardian Signature

Printed Name of Parent/Legal Guardian

Received:		
Orientation:	_Date:	
City Council Interview:		_Date:
Appointed for term:		to

Revised: October 2017

Date: 10/2

Date

Date:

Sweet Home	SWEET HOM	E YOUTH ADVIS	ORY COUNCILS 2017 RMISSION FORM
Name: <u>Sici</u>	Ly Menschwa	nder	Age:/ 4
Address:		ity: Toster	Zip: 97345
Phone:		E-mail:	
School Currently	Attending: Sweet Hore	High School	Grade: 94
Parent(s) Name:_	Floyd Neuschilon	der, Leens Elli	S Phone: <u>CU1409 2709</u>
Emergency Conta	act Name: Veronica (	11:3	Phone: <u>\$ 47.409.835</u> 5
1. Please Youth A I an in to improve Practice 2. Please success -Unenpi -Highs - Highs	tell us a little about yourse divisory Council. No IVES in wrest the highschool. I a one on communi- list below five issues you t s of Sweet Home as a com layrent levels in chool attendance	If and why you are in Hilng, track, si on intercoder and planning hink are important to munity. Sweet, Home -1	iterested in serving on the occer, Key Club and AS YAC because I was all he to build and skilly the youth and or the overall He youth involvement in the community

3. Are you able to commit to attending YAC meetings monthly and other meetings and events as scheduled?

Yes\_ No

If "No" please explain why:

# City of Sweet Home **YAC Application and Parent Permission**

4. Selection I understand that as part of the selection and appointment process to the YAC that I must attend a mandatory pre-appointment orientation with at least one parent/legal guardian. I/we further acknowledge that the City Council may remove me from this appointment for deficiencies in the performance of duties as outlined in the YAC Charter and Bylaws.

Date: 10-25-17

YAC Applicant Signature

euschunder

Printed Name of Applicant

### Parent Permission:

By signing below, I/We hereby grant permission for Sicily Meuschwander to participate in the City of Sweet Homes' Youth Advisory Council if selected and appointed. We acknowledge that regular meetings will be held once a month. We further acknowledge that I/we have reviewed the bylaws governing the Sweet Home Youth Advisory Council with our child and understand that from time to time there may be additional activities, meetings and events that my child will be asked to participate in, subject to my/our approval.

Parent Legal Guardian Signature

lenschwarder Printed Name of Parent/Legal Guardian

Date: 10-25-17

Parent Legal Guardian Signature

Printed Name of Parent/Legal Guardian

Received: Orientation:\_\_\_\_\_Date:\_\_\_\_ City Council Interview:\_\_\_\_\_Date:\_\_\_\_\_ Appointed for term:\_\_\_\_\_\_to \_\_\_\_\_to

Revised: October 2017

# **REQUEST FOR COUNCIL ACTION**

PREFERRED AGENDA:	TITLE: Park and Tree	TYPE	OF ACTION:
January 23, 2018	Committee Appointment		RESOLUTION
SUBMITTED BY:		X	MOTION
Ray Towry, City Manager	ATTACHMENTS: Applications -		OTHER
<b>REVIEWED:</b>	Bob Dalton, Bill Marshall and		
	Lance (Wally) Shreves		

# **PURPOSE OF THIS MEMO:** Appointment to the Park and Tree Committee.

**BACKGROUND/CONTEXT:** There is currently one vacant position on the joint Park and Tree Committee. Bob Dalton, Bill Marshall and Lance (Wally) Shreves have all expressed a desire to serve in this capacity. A committee including the Park and Tree Chair, Angela Clegg, CEDD Jerry Sorte, Councilor Trask and Mayor Mahler conducted interviews on December 12, 2017 and January 9, 2018. After the interviews, the candidates were ranked. Bob Dalton was the unanimous recommendation with both Bill Marshall and Lance (Wally) Shreves at a tie for second.

THE CHALLENGE/PROBLEM: Vacancy on the Park and Tree Committee.

# **STAKEHOLDERS:**

- 1. Elected Officials
- 2. Employees of the City
- 3. Community Members

# **ISSUES & FINANCIAL IMPACTS:**

1. None Known

**ELEMENTS OF A STABLE SOLUTION:** Appoint committee members to vacancies who are willing to serve a full term and available for scheduled meetings of the committee.

# **OPTIONS:**

- 1. Do Nothing
- 2. Seek Additional Applicants
- 3. <u>Make a Motion</u> to appoint Bill Marshall to the City of Sweet Home Park and Tree Committee with a 4 year term to expire 12/31/21
- 4. <u>Make a Motion</u> to appoint Lance (Wally) Shreves to the City of Sweet Home Park and Tree Committee with a 4 year term to expire 12/31/21
- 5. <u>Make a Motion</u> to appoint Bob Dalton to the City of Sweet Home Park and Tree Committee with a 4 year term to expire 12/31/21 per the recommendation of the interview committee who ranked him as their top candidate.

## **RECOMMENDATION:**

<u>Make a Motion</u> to appoint Bob Dalton to the City of Sweet Home Park and Tree Committee with a 4 year term to expire 12/31/21





1140 12<sup>th</sup> Avenue Sweet Home, OR 97386 541-367-8969 541-367-5113 FAX Jfisher@ci.sweet-home.or.us

# **BOARD/COMMITTEE/COMMISSION APPLICATION**

# Applicant Information (Please type/print clearly):

Date Dates
Name: Bob Dation
Permanent Address: 971 Oak Terrace - Sweet Home, OR. 97386
Mailing Address: Same
Contact Phone Number: 541-367-5371
E-Mail Address: outlawbdalton@yahoo.com
Preferred method of contact: Mail
Occupation: Retired Safety Manager Employer:
Please mark the Board, Commission or Committee in which you are interested in serving:
Budget Committee Planning Commission Library Board
Traffic Safety Committee
Board of Appeals
Are you applying for reappointment: 🗌 Yes 🖾 No
If yes, how long have you served in this capacity: Year(s) Month(s)
1. How long have you lived in the area: 61 Year(s) 10 Month(s)

- 2. Please give a brief description of your experiences or training that you feel qualifies you for this particular position. Retired Environmental Health and Safety Manager Facility Manager Quality Control Manager 1 yr. college in Architecture Board of Director President/Sunshine Industries Board of Director President/Little Promises Daycare Sweet Home First Citizen Chamber VIP awards Sweet Home Economic Board Member Dale Carnegie Oregon Leadership Institute
- 3. List current involvement in other community groups and/or activities.Designed, raised funding and built Sunshine Industries on Clark Mill Rd. Currently working with Sweet Home Beautification fundraising committee. Sweet Home Health Fair Chairperson for 2016.

Application for City Boards, Commissions & Committees Page 2 of 2

4. What special contribution do you feel you can make to the group/position you are applying for? With my experience in design, fundraising, public speaking, previous committee work, along with vast leadership training I feel I can contribute in helping develop our city parks into a usuable asset for the city of Sweet Home, it's residents and visitors. Also knowing that Sankey Park is a part of our families History makes the effort even more personal to see parks become successful and an experience that everyone want to come back to.

# **RESIDENCY:**

# The following applies for appointments that require residency and elector status:

Bob Dalton - Bob Outen

1.1 certify that I currently reside within the corporate limits of the City of Sweet Home and am an eligible elector as defined by ORS 246.012(5). I further acknowledge that should either my residency or my eligibility as an elector change I will notify the City of Sweet Home immediately.

# CRIMINAL HISTORY BACKGROUND CHECK (CCH):

A Criminal History Check (CCH) may be performed as part of the City of Sweet Home appointment process for City Boards, Committees, and Commissions. I acknowledge that a refusal to allow the CCH to be performed, when required, will cause my application to no longer be considered.

## PUBLIC DISCLOSURE:

The City sometimes receives requests for contact information for members serving on City boards, commissions and committees. As an appointed public body volunteer serving the City of Sweet Home, the information provided on this application is considered public record.

My signature acknowledges that the information I have provided on the application is true and complete to the best of my knowledge and I understand that a CCH may be performed, when required, and that the information provided on this application is considered public record.

tob Ditt

10/24/200 Concil Packet 01-23-18 pg. 14

# **REQUEST FOR COUNCIL ACTION**

PREFERRED AGENDA:	TITLE: City Fee Schedule	TYPE	OF ACTION:
January 23, 2018	Update	X	RESOLUTION
SUBMITTED BY:			MOTION
Ray Towry, City Manager	ATTACHMENTS: Resolution No.		OTHER
<b>REVIEWED:</b>	3 for 2018 and Exhibit 1,		
	Supporting Memos from CEDD,		
	Finance and PD.		

**<u>PURPOSE OF THIS MEMO</u>**: Adopt Resolution No. 3 for 2018, a Resolution establishing certain Public Information, Records, Research and Miscellaneous City fees as per City of Sweet Home's Financial Policy?

**BACKGROUND/CONTEXT:** Each year the Council reviews fees.

**THE CHALLENGE/PROBLEM:** As part of our annual review of fees, the Police Department, Finance Department and Community Development Department have all identified fees that are in need on adjustment. The adjustments and increases are necessary to cover cost as some of these fees have not been adjusted for a number of years.

# **STAKEHOLDERS:**

# **ISSUES & FINANCIAL IMPACTS:**

1. The fees will not have a substantial impact on the budgets of the applicable Departments, as they constitute a relatively small portion of the overall revenue sources for the City.

**ELEMENTS OF A STABLE SOLUTION:** A transparent and just fee schedule that is easy to understand.

## **OPTIONS:**

- 1. Do Nothing
- 2. <u>Increase Fees</u> more than staff recommends.
- 3. <u>Increase Fees</u> less than staff recommends.
- 4. Decrease Fees
- 5. <u>Make a Motion</u> to adopt Resoltuion No. 3 for 2018, a Resolution establishing certain Public Information, Records, Research and Miscellaneous City fees in accordance with City of Sweet Home's Financial Policies.

## **RECOMMENDATION:**

Option #5 is recommended to adopt Resoltuion No. 3 for 2018, a Resolution establishing certain Public Information, Records, Research and Miscellaneous City fees.



City of Sweet Home 1950 Main Street Sweet Home, OR 97386 541-367-5181 Fax 541-367-5235 www.ci.sweet-home.or.us shpd@ci.sweet-home.or.us

### SWEET HOME POLICE DEPARTMENT PROPOSED FEE SCHEDULE ADJUSTMENTS

Sweet Home Police Department

The following is a list of the Sweet Home Police Department's recommended Fee Schedule adjustments for 2018. These fees and their associated structures have not been adjusted or changed for numerous years. The adjustments and increases are all in line with those charged by other local area law enforcement agencies.

### False Alarm Fees

Leband	on PD			
	1 <sup>st</sup> False Alarm	No Cha	arge	
	2 <sup>nd</sup> + False Alarm	\$25.00	per false aları	m
Albany	PD			
	1 <sup>st</sup> & 2 <sup>nd</sup> False Alarm	No Cha	arge	
	3 <sup>rd</sup> False Alarm	\$50.00	1	
	4 <sup>th</sup> thru 9 <sup>th</sup>	\$75.00	1	
	10 <sup>th</sup> +	\$100.0	0 per false ala	rm
Sweet	Home PD			
	1 <sup>st</sup> thru & 3 <sup>rd</sup> 2 <sup>nd</sup> Alarn	า	No Charge	
	3 <sup>rd</sup> & 4 <sup>th</sup> False Alarm		<del>\$20.00</del>	\$25.00
	5 <sup>th</sup> & 6 <sup>th</sup> False Alarm		\$40.00	\$50.00
	6 <sup>th</sup> False Alarm		<del>\$60.00</del>	
	7 <sup>th +</sup> False Alarm		<del>\$80.00-</del>	\$100.00
	8 <sup>th</sup> -+		<del>\$100.00 per f</del> a	alse alarm

The following are the amount of Alarm calls that we received/responded to over the last five (5) years:

**2017 2016 2015 2014 2013** 285 274 310 316 237

The figures in red above are the recommended changes to our Fee Schedule.

### Peddler License Fees

Albany PD	\$25.00	
Lebanon PD	\$50.00	
Sweet Home PD	<del>\$0.00</del>	\$25.00

The Sweet Home Police Department currently does not have a Peddler's License Application Fee. I would like to add the fee and be consistent with other Linn County Municipalities. The number of Peddler License Applications is minimal and this fee should have little effect on that number.

The following are the amounts of Peddler License Applications that we received over the last five (5) years:

<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
9	20	8	7	6

## **Fingerprinting Fees**

Lebanon PD	\$20.00	two cards	
Linn Co SO	\$20.00	two cards	residents
	\$30.00	two cards	non residents
Benton Co SO	\$20.00	one card	\$5.00 2 <sup>nd</sup> card
Sweet Home PD	<del>\$10.00 <mark>\$20</mark>.00</del>	Two cards	\$1.00 2 <sup>nd</sup> card residents
	\$40.00	Two cards	non residents

Due to the demand requirements associated with offering public fingerprinting I am proposing an increase in the fees charges. The increase will also include a separate fee structure for local Sweet Home residents and non-residents. Below are the number of fingerprints by year.

<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
214	191	214	270	183

# MEMORANDUM



TO:City Council, City Manager Ray Towry, Interested PartiesFROM:Jerry Sorte, Community and Economic Dev. DirectorDATE:January 23, 2018

### SUBJECT: Community and Economic Development Department Fee Schedule Updates

The Community and Economic Development Department (CEDD) have reviewed the fee schedule as part of the annual process. Based on my review, fees have not been increased in the Planning Division for some time. I have recommended increases for the applications that require significant staff review at about 8%. I have recommended only modest increases to our conditional use permit and variance fees. In my opinion, they are already at about the top of where we would want them. I have also added fee categories to accommodate other requests that we see. As we stand, these fees would not cover the full cost to the City of processing these applications. Below are the recommended updates to help recover cost.

	Current	Proposed
Annexation & Rezone	\$1,400.50	\$1,500.00
Appeal	\$569.00	\$610.00
Comprehensive Plan Map Amendment	\$925.00	\$1,000.00
Comprehensive Plan Text Amendment	\$925.00	\$1,000.00
Conditional Use (Public Hearing)	\$589.00	\$600.00
Development Plan Review	\$74.00	\$74.00
Land Partition	\$283.00	\$305.00
Measure 56 Mailing	\$-	\$-
Open Storage Permit	\$-	\$-
Property Line Adjustment	\$131.00	\$150.00
Property Line Adjustment Replat	\$131.00	\$175.00
Planned Development	\$908.00	\$980.00
Subdivision Tentative & Final Plot	\$882.00	\$900 + \$20 per lot
Vacation of Right-of-Way	\$927.00	\$1,000.00
Variance (Public Hearing)	\$554.00	\$570.00
Zoning Map Amendment	\$925.00	\$1,000.00
Zoning Text Amendment	\$925.00	\$1,000.00
Planning Research and Letters	\$60/hour (1 ho	our minimum)
Fence Permit	\$20.00	\$20.00
Other Land Use Decisions	Cost of service	e (\$150 deposit)
Land Use Compatibility Statement Sign-Off	\$35.00	



FINANCE/UTILITY BILLING DEPARTMENT

**City of Sweet Home** 1140 12<sup>th</sup> Avenue Sweet Home, OR 97386 541-367-5128 Fax 541-367-5113

January 18, 2018

- TO: Ray Towry, City Manager Julie Fisher, Administrative Assistant
- RE: Miscellaneous Fees for Service

Upon review of the Miscellaneous Fee Policy the Finance Department would like to adjust the following fees:

Municipal Lien Recording Fee per Tax Lot	from \$60.00	to \$70.00
Passport Photographs – 1 set of two	from \$10.00	to \$15.00

These adjustments are needed to address the increase in costs associated with personnel expenses and the purchase of supplies.

Sincerely,

Pat Gray Finance Director



# **CITY OF SWEET HOME** PUBLIC INFORMATION, RECORDS, RESEARCH AND MISCELLANEOUS FEES – Effective February 20187

**General information regarding fees for Public Information and Records Requests:** The fees established in this policy are not intended to be all-inclusive in regards to requests for Public Records or other public information. When applicable additional fees for staff time (including legal review fees) necessary to research, retrieve, review and prepare information may apply in accordance with applicable State statutes

TYPES OF FEES	CURRENT FEES
GENERAL FEES	
Photocopies Black and white 8.5 X 11	.25 per side
Color 8.5 X 11	.50 per side
Black and white 11 x 17	.50 per side
Color 11 x 17	1.00 per side
Fax – local only	.25 per page
Public Meeting Records	
Audio CD	5.00 each
Packaging, Mailing and Postage	Actual Costs
Returned Check Fee	35.00
COMMUNITY DEVELOPMENT DEPARTMENT	
Comprehensive Plan (bound document)	10.00 each
Zoning Ordinance (bound document)	10.00 each
Subdivision Ordinance (bound document)	5.00 each
Packaging, Mailing and Postage	Actual Costs
Land Use Processing Fees	
Annexation <u>&amp; Rezone</u>	<u>1470</u> 938.00
Appeal	<u>610</u> 569.00
Comprehensive Plan Amendment	1,429.00 (plus notice costs)
Conditional Use (Public Hearing)	<u>600</u> 589.00
Development Plan Review	74.00
Fence Permit	20.00
Land Use Compatibility Statement Sign-Off	<u>35.00</u>
Measure 5 <u>6</u> 7 Mailing	Actual Notice Costs
Open Storage Permit	
Ordinance Legal Interpretation	155.00
Other Land Use Decisions	Cost of Service (\$150 deposit)
Partition	<u>305</u> 283.00
Planned Development	60.00/hr (1 hour Minimum)
Planning Research and Letters	<u>980.00</u>
Property Line Adjustment	<u>150</u> 131.00
Property Line Adjustment Replat	<u>175.00</u>
Planned Development	<del>908.00</del>
Secondary applications file concurrently	50% of regular fee
Subdivision – Tentative and Final	
Vacation of Right of Way	
Variance (Public Hearing)	<del>882.00</del> 900.00 + 20 per lot
Zone Map or Text ChangeAmendment	<del>-927<u>1000</u>.00</del>
Zone Text Amendment	5 <u>70</u> 54.00
Eence Permit	<del>925</del> 1000.00

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Temporary Recreation Vehicle Occupancy Permit	<u>1000.00</u>
	20.00
	See Resolution No. 3 for 2014
Park/Facility Use Fees	
Racquetball Court City Resident Individual	50.00/year
Racquetball Court City Resident Household	75.00/year
Racquetball Court Non-City Resident Individual	75.00/year
Racquetball Court Non-City Resident Household	<del>\$</del> 100.00/year
Racquetball Court Employee Only	No Fee
Racquetball Court Employee Household	25.00/year
Weddle Bridge Reservation	50.00/event
The Hut at Sankey Park	15.00/hour, up to 100.00/day
100.00 cleaning deposit, refundable	
Tables and Chairs for outside events	
100.00 damage deposit, refundable	
Building Permit Fees	See Resolution 27 for 2015
FINANCE DEPARTMENT	
Miscellaneous Service and Research Fees	
Budget Document (bound copy) Available online	15.00
Audit/CAFR Document (bound copy) Available online	15.00
Municipal Lien Search Fee per Tax Lot	25.00
Municipal Lien Recording Fee per Tax Lot	<u>7</u> 60.00
Reconveyance Fee	160.00
Packaging, Mailing and Postage	Actual Costs
Passport Processing Fees/each	25.00
Passport Photographs – 1 set of two	10.00
LIBRARY SERVICES FEES	
Photocopies Black and white 8.5 X 11 (self service)	.15 per side
Overdue Library Materials	
Books, Magazines, Books on CDs per item per day	.05 (maximum 3.00/item)
Videos, DVD's, per item/per day	1.00 (maximum 5.00/item)
Out of City Library Card	
Per household and/or single card per year issued	35.00
Lost/Destroyed Library Materials	Actual replacement cost plus 5.00
	processing fee
PUBLIC WORKS FEES	

Engineering Document Plan Copies	
Size	Paper — <u>Photo Paper</u>
12 X 18	Velum/Mylar
18 X 24	1.50 <u>3.00</u> - 4.00
24 X 36	2.50 <u>5.00</u>
36 X 48	7.00
GIS Electronic Data Files.	4.00 - <u>8.00</u>
Aerial Photographs, .SID or .TIF	13.00
Attributed Vector Data	
AutoCAD Electronic Data Files	26.00
.DWG or .DWF	
Custom Work	\$20.00 / per Image (1/4 Section).
In increments of ¼ hour, subject to staff availability	\$20.00 / -per layer.
	\$ <u>2</u> -20.00 / per requested area
	\$ 60.00 / hour + printing fees
POLICE DEPARTMENT FEES	
Photo Copies	.25 per side
Public Fingerprinting Services (Two Cards)	
Residents First card	<u>2</u> <del>1</del> 0.00
Each additional cardNon-Residents	<del>1.00</del> <u>30.00</u>
Bicycle License per bicycle – current owner	2.00
Peddler License Applications	<u>25.00</u>
False Alarm Fees	
1 <sup>st</sup> and 2 <sup>nd</sup> Alarm	No Charge
3 <sup>rd</sup> and 4 <sup>th</sup> Alarm	25.00
5 <sup>th</sup> and 6 <sup>th</sup> Alarm	50.00
7 <sup>th</sup> + Alarm	<u>100.00</u>
Reports and Recordings	
Research Fee per unknown case number	10.00
Archived Reports prior to 2001 or reports requiring redaction of	
confidential information:	Actual Staff Costs-1 hour minimum
	Applicable reproduction cost
Incident Reports (up to 25 pages)	10.00
Additional pages	.50
Report postage minimum up to 10 pages	3.00
Additional pages	.10/each
Evidence Recording (digital audio)	
Digital Audio	30.00
Video (minimum up to 2 hours maximum)	50.00
Each additional 2 hours	50.00
Recording postage per CD/DVD	5.00
Evidence Photographs	
Film converted to digital	50.00
Photos per case CD/DVD or sent electronically	25.00

Resolution No. 3 for 201<u>87</u> Exhibit 1 Page 4 of 4

Digital printed photos per sheet (max 4/sheet)	10.00
Photograph Postage	
Postage per photo CD	5.00
Postage min to 10 printed pages	5.00
Per pages after 10	.10
Record Checks	
Letters of Clearance (per individual)	15.00
Location/Person overview per individual	10.00
Postage for records checks minimum to 10 pages	2.00
Per page after 10	.10
License Investigations	
Liquor License, New or	100.00
Liquor License, Temporary Sales	35.00
Liquor License, Change of Ownership, Additional Privileges	75.00
Liquor License, Renewal	35.00
Second Hand Dealer License Processing	20.00
Texas Hold-Em License (annual)	200.00

Approved by Council February 238, 20187

### **RESOLUTION NO. 3 FOR 2018**

# A RESOLUTION TO SET COPY, RESEARCH, AND MISCELLANEOUS SERVICE FEES.

WHEREAS, except as otherwise prescribed by law, the City Council deems it desirable to establish charges which are reflective of actual staff and material costs for copying reports, documents and other items specifically requested by the general public; and

WHEREAS, except as otherwise prescribed by law, the City Council deems it desirable to establish charges which are reflective of actual staff and material costs for City Staff performing research and other miscellaneous tasks specifically requested by the general public; and

WHEREAS, the application of these fees shall not apply to City sponsored public information meetings or City initiated information distribution.

NOW, THEREFORE, the City Council resolves that the following fees shown in Exhibit 1 are hereby established and made effective immediately:

If items are not covered in this resolution, the City Manager is authorized to set a temporary fee until it can be approved by City Council.

It has been determined that these rates and fees are classified as not being subject to Oregon Constitution, Article XI, Section 11b limitations.

This Resolution replaces and supersedes Resolution No. 3 for 2017 and shall be effective January 23, 2018.

PASSED by the Council and approved by the Mayor, this 23rd day of January 2018.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder



# **CITY OF SWEET HOME**

PUBLIC INFORMATION, RECORDS, RESEARCH

**AND MISCELLANEOUS FEES – Effective January 2018** 

**General information regarding fees for Public Information and Records Requests:** The fees established in this policy are not intended to be all-inclusive in regards to requests for Public Records or other public information. When applicable additional fees for staff time (including legal review fees) necessary to research, retrieve, review and prepare information may apply in accordance with applicable State statutes

TYPES OF FEES	CURRENT FEES
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Color 8.5 X 11	.50 per side
Black and white 11 x 17	.50 per side
Color 11 x 17	1.00 per side
Fax – local only	.25 per page
Public Meeting Records	
Audio CD	5.00 each
Packaging, Mailing and Postage	Actual Costs
Returned Check Fee	35.00
COMMUNITY DEVELOPMENT DEPARTMENT	
Comprehensive Plan (bound document)	10.00 each
Zoning Ordinance (bound document)	10.00 each
Subdivision Ordinance (bound document)	5.00 each
Packaging, Mailing and Postage	Actual Costs
Land Use Processing Fees	
Annexation & Rezone	1470.00
Appeal	610.00
Comprehensive Plan Amendment	1,429.00 (plus notice costs)
Conditional Use (Public Hearing)	600.00
Development Plan Review	74.00
Fence Permit	20.00
Land Use Compatibility Statement Sign-Off	35.00
Measure 56 Mailing	Actual Notice Costs
Open Storage Permit	-
Ordinance Legal Interpretation	155.00
Other Land Use Decisions	Cost of Service (\$150 deposit)
Partition	305.00
Planned Development	980.00
Planning Research and Letters	60.00/hr (1 hour Minimum)
Property Line Adjustment	150.00
Property Line Adjustment Replat	175.00
Secondary applications file concurrently	50% of regular fee
Subdivision – Tentative and Final	900.00 + 20.00 per lot
Vacation of Right of Way	1000.00
Variance (Public Hearing)	570.00
Zone Map Amendment	1000.00
Zone Text Amendment	1000.00
Temporary Recreation Vehicle Occupancy Permit	See Resolution No. 3 for 2014

Park/Facility Use Fees						
Racquetball Court City Resident Individual	50.00/year					
Racquetball Court City Resident Household	75.00/year					
Racquetball Court Non-City Resident Individual	75.00/year					
Racquetball Court Non-City Resident Household	100.00/year					
Racquetball Court Employee Only Racquetball Court	No Fee					
Employee Household	25.00/vear					
Weddle Bridge Reservation	50.00/event					
The Hut at Sankey Park	15.00/hour. up to 100.00/day					
, 100.00 cleaning deposit, refundable						
Tables and Chairs for outside events						
100.00 damage deposit, refundable						
Building Permit Fees	See Resolution 27 for 2015					
FINANCE DEPARTMENT						
Miscellaneous Service and Research Fees						
Budget Document (bound copy) Available online	15.00					
Audit/CAER Document (bound copy) Available online	15.00					
Municipal Lien Search Fee per Tay Lot	25.00					
Municipal Lion Recording Eco por Tax Lot	23.00					
	160.00					
Reconveyance ree	160.00					
Packaging, Mailing and Postage	Actual Costs					
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Passport Photographs – 1 set of two	15.00					
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Videos, DVD's, per item/per day	1.00 (maximum 5.00/item)					
Out of City Library Card						
Per household and/or single card per year issued	35.00					
Lost/Destroyed Library Materials	Actual replacement cost plus 5.00					
	processing fee					
PUBLIC WORKS FEES						
Engineering Document Plan Copies						
Size	Paper Photo Paper Velum/Mylar					
12 X 18	1.50 3.00 4.00					
18 X 24	2.50 5.00 7.00					
24 X 36	4.00 8.00 13.00					
36 X 48	8.00 16.00 26.00					
GIS Electronic Data Files.						
Aerial Photographs, .SID or .TIF	20.00 / per Image (1/4 Section).					
Attributed Vector Data	20.00 / per laver.					
AutoCAD Electronic Data Files. DWG or DWF	20.00 / per requested area					
Custom Work						
In increments of ¼ hour, subject to staff availability	60.00 / hour + printing fees					
POLICE DEPARTMENT FEES						
Photo Conjes	25 par sida					
Public Eingernrinting Services (Two Cards)	.25 per side					
Posidonte	20.00					
NESIUEIIIS	20.00					

Non- Residents	30.00
Bicycle License per bicycle – current owner	
Peddler License Applications	25.00
False Alarm Fees	
1 <sup>st</sup> and 2 <sup>nd</sup> Alarm	No Charge
3 <sup>rd</sup> and 4 <sup>th</sup> Alarm	25.00
5 <sup>th</sup> and 6 <sup>th</sup> Alarm	50.00
7 <sup>th</sup> + Alarm	100.00
Reports and Recordings	
Research Fee per unknown case number	10.00
Archived Reports prior to 2001 or reports requiring redaction of	Actual Staff Costs-1 hour minimum
confidential information:	Applicable reproduction cost
Incident Reports (up to 25 pages)	10.00
Additional pages	.50
Report postage minimum up to 10 pages	3.00
Additional pages	.10/each
Evidence Recording (digital audio)	
Digital Audio	30.00
Video (minimum up to 2 hours maximum)	50.00
Each additional 2 hours	50.00
Recording postage per CD/DVD	5.00
Evidence Photographs	
Film converted to digital	50.00
Photos per case CD/DVD or sent electronically	25.00
Digital printed photos per sheet (max 4/sheet)	10.00
Photograph Postage	
Postage per photo CD	5.00
Postage min to 10 printed pages	5.00
Per pages after 10	.10
Record Checks	
Letters of Clearance (per individual)	15.00
Location/Person overview per individual	10.00
Postage for records checks minimum to 10 pages	2.00
Per page after 10	.10
License Investigations	
Liquor License, New or	100.00
Liquor License, Temporary Sales	35.00
Liquor License, Change of Ownership, Additional Privileges	75.00
Liquor License, Renewal	35.00
Second Hand Dealer License Processing	20.00
Texas Hold-Em License (annual)	200.00

Approved by Council January 23, 2018



# **REQUEST FOR COUNCIL ACTION**

PREFERRED AGENDA:	TITLE:	TYPE OF ACTION:
January 23, 2018	Sweetheart Run Street Closure	X RESOLUTION MOTION
SUBMITTED BY: Jerry Sorte	ATTACHMENTS: Map of Proposed Street Closure	OTHER
REVIEWED BY:	Location Street Closure Resolution	

## PURPOSE OF THIS RCA:

Request for City Council to adopt the attached Resolution concerning a temporary street closure during the Sweetheart Run at Sankey Park on February 10, 2018.

### BACKGROUND/CONTEXT:

The "Sweetheart of a Run in a Sweetheart of a Town" event is scheduled for Saturday, February 10, 2018 at Sankey Park on 14th Avenue. Staff is expecting several hundred participants at the event in addition to vendors who will be setting up in the park area prior to the event. It is recommended that pass-thru traffic be rerouted away from this area. Residential access would be allowed. Participants would be instructed to park in parking lots nearby and along the streets around 14th Avenue, but not on 14th Avenue. Vendors would be instructed to park in upper Sankey Park. Handicapped participants would be allowed to park in the Sankey Park parking lot upon arriving.

The closure would allow runners an area to warm up and reduce safety issues associated with pedestrians and vehicles. If approved, letters will be sent to the homes along 14th Avenue informing them of this event and the subsequent closure. Traffic would continue to be allowed along Hawthorne, Grape and Fir Streets.

### THE CHALLENGE/PROBLEM:

Ensuring the safety of participants during the Sweetheart Run by closing 14th Avenue from Elm Street to Kalmia. Residents in the area would be notified of the closure. Residents along the routes would be notified of the event the week prior with yard signs along the routes.

### **STAKEHOLDERS:**

- City of Sweet Home Residents located around Sankey Park and along the two routes
- Participants, families and vendors attending the event.

### **ISSUES & FINANCIAL IMPACTS:**

- 1. <u>Residents Adjacent to the Street Closure</u> Residents in the area would be notified of the closure. Residents along the routes would be notified of the event the week prior with yard signs along the routes.
- 2. <u>Police Department</u> notified of event for possible traffic issues.
- 3. *Fire Department* attending the event with ambulance in case services are needed.

- <u>Street Department</u> staff has helped during past events with set up of event site, delivering signage & equipment, course marshalling, picking up signage and tear down of event site.
- 5. <u>Planning and Community Development</u> organizing and hosting the event

### **ELEMENTS OF A STABLE SOLUTION:**

Consideration of safety for event attendees, while not inconveniencing local neighbors for a significant length of time.

### **OPTIONS:**

- 1. <u>Do Nothing</u>.
- 2. Adopt Resolution.

### **RECOMMENDATION:**

Staff recommends that the City Council make a motion to adopt this resolution to establish a temporary street closure of 14th Avenue west of Sankey Park from Elm Street to Kalmia Street between the hours of 8:00 am to 1:00 pm on Saturday, February 10, 2018.

## 2018 Sweetheart Run Proposed Street Closure



### **RESOLUTION NO. 4 FOR 2018**

A RESOLUTION CONCERNING STREET CLOSURES AND RESTRICTIONS.

WHEREAS, traffic patterns and parking issues need to be addressed to safely accommodate the Sweetheart Run event; and

WHEREAS, Sweet Home Municipal Code 10.04.030 provides that the City Council may, by resolution, establish or alter traffic and parking control;

NOW, THEREFORE, the City of Sweet Home does resolve as follows:

Traffic regulations shall be kept in effect as follows:

- A. From 8:00 AM to 1:00 PM on February 10, 2018, 14<sup>th</sup> Avenue from Kalmia Street to Elm Street shall be closed and blocked off to vehicular traffic at the direction of the City Manager or his designated representative.
- B. Residential access will be allowed.
- C. Appropriate signs or other markings shall be installed by the Public Works Department to carry safely out the provisions of this resolution, and shall become effective immediately upon the installation of such barricades, signs, or other markings.

PASSED by the Council and approved by the Mayor this 23<sup>rd</sup> day of January, 2018.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder



### **City of Sweet Home**

1140 12<sup>th</sup> Avenue Sweet Home, OR 97386 541-367-8113 Fax 541-367-5113

# **Community and Economic Development Department**

### Sweet Home Park and Tree Committee Minutes

Wednesday, December 20, 2017 Sweet Home City Hall Annex Building 1140 12<sup>th</sup> Ave., Sweet Home, OR 97386

www.ci.sweet-home.or.us

Call to Order at 8:32 AM

Attendance: Angela Clegg, Alice Smith, Lena Tucker, Nancy Patton, Mariann Biteman

Visitors: None

**Staff**: Community and Economic Development Director Jerry Sorte, Planning Assistant Kathryn Wilcox, Parks Crew Leader Stetson Wallis

Absent: Katie Kohl, Councilor Dave Trask, Public Works Director Greg Springman

### Welcome Guests, Introductions

### **Time Reports**

Lena Tucker -	5 Hours
Alice Smith -	2 Hours
Katie Kohl -	2 Hours
Volunteers (1) -	2 Hours
Public Works Crew (4) -	3 Hours (each)

## <u>Trees</u>

Trees Planted – 4 (1 Tartan Maple, 1 Capitol Flowering Pear, 2 not identified)

- Hoy's Hardware
- Keesucker Building
- Ames Creek & Main Street
- Shea Point)

Trees Removed - 1

Hoy's Hardware

### **Approval of Minutes**

The Committee discussed the minutes of the November 15, 2017 Park and Tree Committee Meeting.

Edits Included; None

Comments Included; Detailed

Angela Clegg moved to approve the November 15, 2017 Park and Tree Committee Meeting minutes.

Lena Tucker seconded the motion.

### Question was called, (5) Aye, (0) Nay, motion passed unanimously.

Decision was made to approve the November 15, 2017 Park and Tree Committee Meeting minutes.

### Old Business

### **Prioritization of Duties and Responsibilities**

Discussion ensued about the duties listed in Ordinance No. 1263. Katie Wilcox passed around an updated memo addressing each duty as listed in the ordinance with an explanation of the current status for each task. The first three priorities listed were updated to reflect recommendations for the committee to consider.

A. Capital Improvement Review & Recommendations

Discussion ensued about the Capital Improvement Plan. The group briefly reviewed the summary of the previous CIP (Capital Improvement Plan) from the memo.

Concerns Included; Sankey Park Tree Removal, Hobart Nature Area

Ideas Included (Sankey Park Tree Removal):

- Hiring local loggers
- Recover the value of the fallen trees
- Repurpose the wood in the parks

Ideas Included (Hobart Nature Area):

- Review of Stewardship Plan
- Maintain General Maintenance

Decision was made to table the discussion until Public Works Director Greg Springman could be in attendance.

B. Programming Needs Review

Discussion ensued about the Recreational Programming needs. The group briefly reviewed the summary of the existing recreational programming and the recommendations for future programming.

Concerns Included:

- Additional programming for underserved types of recreation and age groups
- Keeping activities free
- Sponsorships

Ideas Included (Sankey Park Tree Removal):

- Use Weddle Bridge more
- Establishing a recreation subcommittee

Decision was made to establish a recreation subcommittee.

C. Programming Budget Review

Discussion ensued about the Recreational Programming budget.

Decision was made to table the discussion until the recreation subcommittee could be established.

### **Foster Tree Planting**

Discussion ensued about the proposed sidewalks for the Foster area.

Concerns included; Design to accommodate future tree plantings.

Ideas included; Review plans, include irrigation, Sweet Home Fire and Ambulance District to help water trees.

Decision was made to form a subcommittee for the Foster Tree Planting.

### **Tree Inventory**

Discussion ensued about updating the Tree Inventory.

### **Review of Tree Ordinance**

Discussion ensued about the Sweet Home Municipal Code chapter that speaks to Trees.

### Carol Lewis Celebration Tree and Summer Fun Memorial Stones

Discussion ensued about the Carol Lewis Memorial tree and the Summer Fun memorial stones.

### Skate Park

Discussion ensued about a petition that was submitted, requesting that a cover be placed over the Skate Park for safety.

Ideas included; Follow up with petitioners.

### **Dollar General**

Discussion ensued about the vacant section of property on the Dollar General site.

### Lighting

Discussion ensued about the street lighting in town and how it could be improved.

### Purchasing of Trees

Discussion ensued about the purchasing of trees for the Harvest Festival.

Concerns Included;

- Spending freeze and funds availability
- Missing the opportunity to get the trees

Ideas Included (Sankey Park Tree Removal):

- Identification cards on the trees
- Purchase trees as giveaway prizes
- Raffle the trees as prizes
- Sell as living Christmas Trees
- Suggested Trees; Coast Redwood, Noble Fir, Conifers, Ponderosa Pine, Incense Cedar, drought tolerant species

Decision was made to purchase the trees with outside funds and reimburse once the spending freeze is lifted.

### Adjourn: 9:55 AM

### The next Park and Tree Committee meeting will be held on January 17, 2018 at 8:30AM.



# SWEET HOME MUNICIPAL COURT MONTHLY REPORT DECEMBER 2017

OFFENSE CLASS	FILED	TERMINATED	TRIALS	
MISDEMEANORS VIOLATIONS	<u>3</u> 25	45	0	
TOTALS	28	87=	0	
		COURT PAYMENTS:		
WARRANTS 71 SUSPENSIONS 20	k.	CITY (FINES)	3,251.0	00
SHOW CAUSE ORDERS 15	5. 5.	<b>RESTITUTION &amp; OTHER</b>	722.5	50
COURT ASSIGNED CASE.	é.	UNITARY ASSESSMENT	944.	50
COURT REVENUE:		COUNTY/JAIL ASSESSME	NT (CA/CC) 139.	00
TOTAL DEPOSITS +	10,130.59	LEMLA & SCFS	0.0	00
TOTAL BAIL FORFEIT +		DUII	0.0	00
TOTAL BAIL		PAYMENTS TO OTHER AC	GENCIES	
(CURRENT MONTH) -		CITY COSTS (FEES)	5,073.	59
TOTAL REFUNDS (NON-BAIL) -		TOTAL COURT PAYME	NTS 10,130.4	59
TOTAL COURT REVENUE	10,130.59			
,		RECEIVED FROM COLLEC THIS MO:	TIONS722.5	59
		RECEIVED FROM COLLEC TO DATE:	TIONS198,054.3	34
CREDIT ALLOWED AGAINST FINES:	0.00	TURNED TO COLLECTION TO DATE:	s2,092,803.9	91
		BALANCE FORWARD:	audited 1,269,284.2	21
CASH PAYMENTS TO:		NEW A/R IMPOSED BY	JUDGE: 34,080.0	05
CITY	8,324.59	MINUS:		
STATE	944.50	PAYMENTS REC'D BY	COURT: (9,408.0	00)
COUNTY	139.00	NON-REVENUE CREDI	0.0	00
OTHER	722.50	SENT TO COLLECTION	S: (10,910.0	<mark>00</mark> )
TOTAL	10,130.59	NET A/R	1,283,046.2	26
				_

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# **BUDGET OVERVIEW** October - December 2017

# City of Sweet Home 1140 12th Avenue (541) 367-5128 (541) 367-5113 Fax



Description GENERAL FUND	]	Period Amt		End Bal		Budget		Variance	% Expend/Collect	
BEGINNING FUND BALANCE	\$	-	\$	(1,871,205.47)	\$	(1,593,315.00)	\$	277,890.47	117.44%	
Revenues	\$	(563,945.91)	\$	(1,219,205.77)	\$	(2,208,170.00)	\$	(988,964.23)	55.21%	
GEN GOV'T LEGISLATIVE	\$	903.59	\$	15,326.54	\$	24,530.00	\$	9,203.46	62.48%	
NON-DEPARTMENTAL	\$	45,093.75	\$	413,401.69	\$	922,235.00	\$	508,833.31	44.83%	
EXECUTIVE	\$	21,827.09	\$	136,397.73	\$	281,417.00	\$	145,019.27	48.47%	
FINANCE	\$	30,464.63	\$	201,487.57	\$	389,569.00	\$	188,081.43	51.72%	
MUNICIPAL COURT	\$	21,632.06	\$	136,895.44	\$	303,684.00	\$	166,788.56	45.08%	
COMMUNITY DEV. DEPARTMENT	\$	17,143.33	\$	84,386.51	\$	302,029.00	\$	217,642.49	27.94%	
PARKS/FACILITIES MAINTENANCE	\$	13,111.11	\$	66,542.96	\$	397,601.00	\$	331,058.04	16.74%	
BUILDING INSPECTION PROGRAM	\$	14,678.36	\$	88,019.40	\$	185,989.00	\$	97,969.60	47.33%	
COMMUNITY SERVICE PROGRAMS	\$	1,090.00	\$	24,290.00	\$	28,410.00	\$	4,120.00	85.50%	
TRANSFERS	\$	70.625.00	\$	141.250.00	\$	282,500.00	\$	141.250.00	50.00%	
ENDING FUND BALANCE	\$	-	\$	-	\$	683,521.00	\$	683,521.00	0.00%	
GENERAL FUND	\$	(327,376.99)	\$	(1,782,413.40)						
PUBLIC SAFETY										
BEGINNING FUND BALANCE	\$	-	\$	(1,213,098.78)	\$	(1,152,394.00)	\$	60,704.78	105.27%	
Revenues	\$	(1,602,494.30)	\$	(2,255,737.27)	\$	(2,249,075.00)	\$	6,662.27	100.30%	
Expenses	\$	207,650.44	\$	1,261,211.33	\$	2,654,461.00	\$	1,393,249.67	47.51%	
Contingency	\$	-	\$	-	\$	50.000.00	\$	50.000.00	0.00%	
ENDING FUND BALANCE	\$	-	\$	-	\$	697,008.00	\$	697,008.00	0.00%	
PUBLIC SAFETY	\$	(1,394,843.86)	\$	(2,207,624.72)						
LIBRARY	¢		¢	(224 584 85)	¢	(102 (11 00)	¢	21 072 95	116 (00/	
BEGINNING FUND BALANCE	\$ \$	-	\$ \$	(224,584.85)	¢	(192,611.00)	ф ф	31,9/3.85	116.60%	
Revenues	\$	(240,645.50)	\$	(334,114.34)	\$	(336,006.00)	\$	(1,891.00)	99.44%	
Expenses	\$	25,539.21	\$	138,348.71	\$	528,617.00	\$	390,268.29	26.17%	
LIBRARY	\$	(215,106.29)	\$	(420,350.48)						
BEGINNING FUND BALANCE	\$	-	\$	(541,300.86)	\$	(452,202.00)	\$	89,098.86	119.70%	
Revenues	\$	(36,605.46)	\$	(71,733.06)	\$	(147,560.00)	\$	(75,826.94)	48.61%	
Expenses	\$	-	\$	-	\$	599,762.00	\$	599,762.00	0.00%	
PROJECT/EQUIPMENT RESERVE	\$	(36,605.46)	\$	(613,033.92)						
	NARCOTIC ENFORCEMENT RESERVE									
---	----------------------------------	-------	----------------	----------	--	----------	----------------	----------	--------------------------	---------------
	BEGINNING FUND BALANCE	\$	-	\$	(92,960.27)	\$	(92,843.00)	\$	117.27	100.13%
	Revenues	\$	(328.30)	\$	(2,450.57)	\$	(405.00)	\$	2,045.57	605.08%
		¢		<b>.</b>		<b>.</b>	02.240.00	<b>.</b>	02 240 00	0.000/
	Expenses	\$	-	\$	-	\$	93,248.00	\$	93,248.00	0.00%
	NARCOTIC ENFORCEMENT RESERVE	\$	(328.30)	\$	(95.410.84)					
		Ψ	(020.00)	Ψ	()0,110101)					
	COMMUNITY CENTER OPERATING FUND									
	BEGINNING FUND BALANCE	\$	-	\$	(8,869.08)	\$	(9,278.00)	\$	(408.92)	95.59%
	Revenues	\$	(1,332.59)	\$	(6,334.55)	\$	(31,822.00)	\$	(25,487.45)	19.91%
	Expenses	\$	2.628.30	\$	13.317.04	\$	41,100.00	\$	27.782.96	32.40%
	<b>r</b>	Ŧ	_,	*	,	Ŧ		Ŧ		
	COMMUNITY CENTER OPERATING FUN	\$	1,295.71	\$	(1,886.59)					
_										
	BUILDING RESERVE FUND	¢		¢	(202.054.44)	¢	(208 152 00)	¢	(4 107 56)	08 6404
	Revenues		- (21 151 20)	.թ Տ	(303,954.44)	Տ	(83 212 00)		(4,197.30)	52.73%
	Revenues	Ψ	(21,131.20)	Ψ	(43,070.52)	Ψ	(03,212.00)	Ψ	(5),555.40)	52.1570
	Expenses	\$	-	\$	-	\$	391,364.00	\$	391,364.00	0.00%
	<b>BUILDING RESERVE FUND</b>	\$	(21,151.20)	\$	(347,832.96)					
	BND DEBT/POLICE-DISPATCH FACIL									
	BEGINNING FUND BALANCE	\$	-	\$	(292.20)	\$	-	\$	292.20	0.00%
	Revenues	\$	(1.02)	\$	(1.98)	\$	-	\$	1.98	
	Expenses	\$	-	\$	-	\$	-	\$	-	0.00%
	DND DEDT/DOI ICE DISDATCH FACIL	¢	(1.02)	¢	(204.18)					
	BND DEB1/FOLICE-DISFATCH FACIL	φ	(1.02)	Φ	(294.10)					
	SPECIAL ASSESSMENT FUND									
	BEGINNING FUND BALANCE	\$	-	\$	(776.70)	\$	(776.00)	\$	0.70	100.09%
	Revenues	\$	(1.78)	\$	(4.14)			\$	4.14	
	F	¢	104.00	ሐ	200 00	¢	77( 00	¢	200.00	50.000/
	Expenses	\$	194.00	\$	388.00	\$	776.00	\$	388.00	50.00%
	SPECIAL ASSESSMENT FUND	\$	192.22	\$	(392.84)					
					· · ·					
	PARKS & RECREATION									
	BEGINNING FUND BALANCE	\$	-	\$	(51,304.05)	\$	(51,351.00)	\$	(46.95)	99.91%
	Revenues	\$	(411.94)	\$	(1,790.22)	\$	(3,276.00)	\$	(1,485.78)	54.65%
	Expenses	\$	-	\$	-	\$	54.627.00	\$	54.627.00	0.00%
						·	- ,		· )· · · · ·	
	PARKS & RECREATION	\$	(411.94)	\$	(53,094.27)					
	WALLKIUND REG WORKING CADITAL	¢		¢	(200 140 04)	¢	(170 019 00)	¢	21 131 04	111 800/
	Revenues	 Տ	- (151,482.08)	Ψ \$	(1.206,149.04)	ա \$	(2,200.020.00)	ա \$	(993,850,20)	<b>54.83%</b>
		7	(	τ.	(, , , , , , , , , , , , , , , , , , ,	Ŧ	City Cou	inci	l Packet 01-23-18 pg. 37	
									10	

V V	VATER TREATMENT PLANT VTR.DIST.SYS.MAINTWTR.	\$ \$	62,512.58 114,965.84	\$ \$	912,778.27 371,195.30	\$ \$	1,350,624.00 1,028,414.00	\$ \$	437,845.73 657,218.70	67.58% 36.09%
v	VATER FUND	\$	25,996.34	\$	(122,345.27)	\$	-	\$	122,345.27	0.00%
V	VATER DEV. RESERVE FUND									
E	BEG. WORKING CAPITAL	\$	-	\$	(415,056.62)	\$	(412,665.00)	\$	2,391.62	100.58%
F	Revenues	\$	(3,950.68)	\$	(30,101.31)	\$	(3,167.00)	\$	26,934.31	950.47%
E	Expenses	\$	-	\$	-	\$	415,832.00	\$	415,832.00	0.00%
V	VATER DEV. RESERVE FUND	\$	(3,950.68)	\$	(445,157.93)					
X.	WATER CARITAL FUND									
, E	BEG. WORKING CAPITAL	\$	-	\$	(96.901.52)	\$	(96.780.00)	\$	121.52	100.13%
F	Revenues	\$	(19,174.03)	\$	(38,267.08)	\$	(75,422.00)	\$	(37,154.92)	50.74%
E	Expenses	\$	-	\$	-	\$	172,202.00	\$	172,202.00	0.00%
v	VATER CAPITAL FUND	\$	(19,174.03)	\$	(135,168.60)					
_					. , ,					
V	VATER DEPRECIATION FUND									
E	BEG. WORKING CAPITAL	\$	-	\$	(552,900.27)	\$	(651,775.00)	\$	(98,874.73)	84.83%
F	Revenues	\$	(86,682.65)	\$	(172,868.94)	\$	(340,389.00)	\$	(167,520.06)	50.79%
E	Expenses	\$	-	\$	36,229.17	\$	992,164.00	\$	955,934.83	3.65%
v	VATER DEPRECIATION FUND	\$	(86,682.65)	\$	(689,540.04)					
V	VASTEWATER FUND	۴		¢	27.0 (0.02	¢		ф.		0.000/
E	BEG. WORKING CAPITAL	\$	-	\$ ¢	37,068.83	\$ ¢	-	\$	(37,068.83)	0.00%
F	Cevenues	Þ	(255,844.08)	Þ	(1,217,909.37)	Þ	(2,707,776.00)	Þ	(1,489,800.03)	44.98%
v	VASTEWATER TREATMENT	\$	13.079.03	\$	356.617.62	\$	1.043.473.00	\$	686.855.38	34.18%
C	COLLECTION SYSTEM MAINT.	\$	33,989.23	\$	666,441.32	\$	1,664,303.00	\$	997,861.68	40.04%
v	VASTEWATER FUND	\$	(208,776.42)	\$	(157,841.60)					
v	VASTEWATER DEV. RES. FUND									
E	BEG. WORKING CAPITAL	\$	-	\$	(447,323.69)	\$	(447,935.00)	\$	(611.31)	99.86%
F	Revenues	\$	(2,842.78)	\$	(17,882.66)	\$	(450,812.00)	\$	(432,929.34)	<b>3.97%</b>
F	Expenses	\$	-	\$	-	\$	450,812.00	\$	450,812.00	0.00%
v	VASTEWATER DEV. RES. FUND	\$	(2,842.78)	\$	(465,206.35)					
-										
۲ ت	YASTEVATEK CAPITAL FUND REG. WORKING CADITAI	¢		¢	(526 102 00)	¢	(525 526 00)	¢	666 00	100 120/
F	Revenues	э \$	(1,822.84)	Դ \$	(3,562.17)	э \$	(323,326.00) ( <b>2,295.00</b> )	э \$	<b>1,267.17</b>	100.15% 155.21%
-		٠		<i>ф</i>		¢		æ		
Ŀ	Lxpenses	\$	-	Þ	-	\$	527,821.00 City Cou	پ unc	527,821.00 il Packet 01-23-1	0.00% 8 pg. 38

WASTEWATER CAPITAL FUND	\$	(1,822.84)	\$	(529,755.07)	\$	-	\$	529,755.07	0.00%
WASTEWATER DEPRECIATION BEG. WORKING CAPITAL Revenues	\$ \$	- (4,369.41)	\$ \$	(1,264,340.43) ( <b>8,544.35</b> )	\$ \$	(1,261,715.00) ( <b>2,291,789.00</b> )	\$ \$	2,625.43 ( <b>2,283,244.65</b> )	100.21% <b>0.37%</b>
Expenses	\$	1,500.00	\$	4,013.10	\$	3,553,504.00	\$	3,549,490.90	0.11%
WASTEWATER DEPRECIATION	\$	(2,869.41)	\$	(1,268,871.68)					
STORM WATER DRAINAGE									
BEGINNING FUND BALANCE	\$ ¢	-	\$ ¢	(25,372.32)	\$ ¢	(25,847.00)	\$	(474.68)	98.16%
Revenues	Φ	(5,274.18)	Þ	(30,888.02)	Ф	(00,529.00)	Ф	(29,040.98)	51.03%
Expenses	\$	6,506.36	\$	36,987.19	\$	86,376.00	\$	49,388.81	42.82%
STORM WATER DRAINAGE	\$	1,232.18	\$	(19,273.15)					
STORM WATER DEV. RESERVE FUND	<b>.</b>		<i>•</i>	(10.000.00)	<i>•</i>		<i>•</i>	10.00	
BEG. WORKING CAPITAL	\$ ¢	- (38.04)	\$ ¢	(10,983.38) (74.34)	\$ ¢	(10,970.00)	\$ ¢	13.38	100.12%
Revenues	φ	(30.04)	φ	(74.34)	φ	(47.00)	φ	27.34	130.1770
Expenses	\$	-	\$	-	\$	11,017.00	\$	11,017.00	0.00%
STORM WATER DEV. RESERVE FUND	\$	(38.04)	\$	(11,057.72)					
STORM WATER CAPITAL CONST FUND									
BEG. WORKING CAPITAL	\$	-	\$	(73,058.46)	\$	(72,873.00)	\$	185.46	100.25%
Revenues	\$	(253.08)	\$	(494.58)	\$	(164.00)	\$	330.58	301.57%
Expenses	\$	-	\$	-	\$	73,037.00	\$	73,037.00	0.00%
STORM WATER CAPITAL CONST FUND	\$	(253.08)	\$	(73,553.04)					
STORM WATER DEPRECIATION									
BEG. WORKING CAPITAL	\$	-	\$	(132,505.43)	\$	(132,244.00)	\$	261.43	100.20%
Revenues	\$	(459.03)	\$	(897.03)	\$	(423.00)	\$	474.03	212.06%
Expenses	\$	-	\$	-	\$	132,667.00	\$	132,667.00	0.00%
STORM WATER DEPRECIATION	\$	(459.03)	\$	(133,402.46)					
CT MAINT MODOLY CADE A									
51. MAINT IMPKOV. CAPITAL REG. FUND BAI	\$		¢	(1 27/ 9/2 /2)	\$	(1 300 040 00)	¢	(26 006 57)	08 000/
Revenues	ф \$	- (14,344.78)	ф \$	(28,535.30)	\$	(350.129.00)	ց Տ	(321,593.70)	<u>8.15%</u>
	Ŧ	( ,	7	( -,	Ŧ	(,,)	*	( <del>,</del> _, <b>,</b> , , , , , , , , , , , , , , , , , ,	
Expenses	\$	6,250.00	\$	38,380.40	\$	1,651,078.00	\$	1,612,697.60	2.32%
ST. MAINT IMPROV. CAPITAL	\$	(8,094.78)	\$	(1,265,097.33)					

STATE GAS TAX STREET FUND									
BEG. FUND BAL.	\$	-	\$	(229,132.51)	\$	(245,769.00)	\$	(16,636.49)	93.23%
Revenues	\$	(44,453.25)	\$	(234,708.86)	\$	(524,769.00)	\$	(290,060.14)	44.73%
Expenses	\$	81,564.26	\$	292,510.61	\$	770,538.00	\$	478,027.39	37.96%
STATE GAS TAX STREET FUND	\$	37,111.01	\$	(171,330.76)					
PATH PROGRAM									
BEG. FUND BALANCE	\$	-	\$	(239,180.49)	\$	(182,248.00)	\$	56,932.49	131.24%
Revenues	\$	(19,649.05)	\$	(39,193.31)	\$	(75,943.00)	\$	(36,749.69)	51.61%
								· · · · ·	
Expenses	\$	-	\$	5,000.00	\$	258,191.00	\$	253,191.00	1.94%
				,		,		,	
PATH PROGRAM	\$	(19.649.05)	\$	(273.373.80)					
		()	+	(					
WEDDLE BRIDGE									
REG. FUND BALANCE	\$	_	\$	(4 700 00)	\$	(4 694 00)	\$	6.00	100 13%
Bevonuos	ф Ф	(16.30)	¢	(4,700.00)	¢	(4,0)4.00)	¢	10.83	151 579/
Kevenues	Φ	(10.30)	Φ	(31.83)	Φ	(21.00)	Φ	10.05	151.57 %
F	¢		¢		ø	4 71 5 00	ሰ	4 715 00	0.000/
Expenses	Φ	-	Þ	-	Þ	4,/15.00	Þ	4,/15.00	0.00%
	¢	(1 < 20)	¢	(4 521 82)					
WEDDLE BRIDGE	\$	(16.30)	\$	(4,731.83)					
SPECIAL EVENTS									
BEG. FUND BAL.	\$	-	\$	(7,418.09)	\$	(4,464.00)	\$	2,954.09	166.18%
Revenues	\$	(27.54)	\$	(4,495.72)	\$	(10,013.00)	\$	(5,517.28)	44.90%
Expenses	\$	132.50	\$	4,174.56	\$	14,477.00	\$	10,302.44	28.84%
SPECIAL EVENTS	\$	104.96	\$	(7,739.25)					
PUBLIC TRANSIT GRANT									
BEG. FUND BALANCE	\$	-	\$	-	\$	-	\$	-	0.00%
Revenues	\$	-	\$	(25,074.00)	\$	(104,515.00)	\$	(79,441.00)	23.99%
	·					. , ,			
Expenses	\$	-	\$	25.074.00	\$	104.515.00	\$	79.441.00	23.99%
F			+	,	Ŧ		+	.,	
PUBLIC TRANSIT GRANT	\$	_	\$	-					
	Ψ		Ψ						
FCONOMIC & COMMUNITY DEVELOP									
REGININING FUND RALANCE	¢		¢	(270 206 04)	¢	(215 575 00)	¢	54 631 06	175 240/
DEGININING FUND DALAINCE	ው ወ	-	ው ው	(270,200.00)	ታ ድ	(213,373.00)	ወ ቀ	09 054 00	123.34%
Nevenues	Þ	(31,170.19)	Ф	(102,117.17)	Э	(200,972.00)	Ф	(98,854.83)	50.81%
	<i>t</i>		¢		ሐ	44 × # 4= ^ ^	*		A AAC :
Dept	\$	-	\$	-	\$	416,547.00	\$	416,547.00	0.00%
		/=	<u>ــ</u> ـ	/a=c					
ECONOMIC & COMMUNITY DEVELOP.	\$	(51,170.19)	\$	(372,323.23)					



	12/31/ <b>2017</b>	12/31/ <b>2016</b>	% Change
Call Volume:	9914	9648	2.75%
CAD Calls:	18055	17708	1.92%
OUCR Part 1 Crimes:	448	469	-4.69%
Part I Crimes Cleared:	149	148	0.67%

#### Trends:

During 2018 the Police Department will focus additional effort on education and crime prevention strategies. Part of this effort will be providing the Sweet Home City Council with information on various crimes the community is facing or other aspects of law enforcement relevant to Sweet Home.

The first topic of discussion will center on car prowls which are identified as the Unlawful Entry into a Motor Vehicle. Below are statistics associated with car prowls in Sweet Home:

	2017	2016	2015	2014
Secured Vehicle	10	11	10	10
Non Secured Vehicle	47	32	61	54
Unknown if Secured	7	1	2	4
Total	64	44	73	68

Compared to the overall SHPD call volume, car prowls are a minimal factor. However, car prowls do lead to a feeling of diminished "livability" within or community and effect the perception of overall safety. There are several effective means for community members to reduce the chance of being a victim of a car prowl. The first is avoid leaving items of value, or perceived value, in vehicles. The second, and maybe of most importance, is making sure that vehicles are locked and secured.

Attached is some additional information that the Police Department will be publishing and making available to community members. Beginning in February, the Police Department will provide this and many more crime prevention strategies on the City's website, the SHPD Facebook page, and on the SHPD Twitter account.

The Part I offenses are defined as:

	2017	2016
Criminal homicide:	1	0
Forcible rape:	3	3
Robbery:	2	1
Aggravated assault:	11	11
Burglary:	39	54
Larceny-theft:	360	381
Motor vehicle theft:	31	17
Arson:	1	2



To work in partnership with the community to protect the public and prevent crime while providing the highest quality of police services to all.

1950 Main Street Sweet Home, Oregon 97386

> Tel. 541-367-5181 Fax 541-367-5235

# Car Prowl Prevention

Sweet Home Police Department's Crime Prevention Program January 2018

Car prowl is the unlawful taking of motor vehicle contents or parts. Car prowls are typically crimes of opportunity. An offender makes a split second decision to break into a vehicle based on a perception that there are items of value in that vehicle.

Although the number of car prowls is not significant, they do impact our community's livability and safety perception. Although there is no profile of a typical car prowler, a number of offenders break into vehicles to support drug addictions.

A car prowl can be completed in a minute or less at any time of day and in a variety of settings, including parking lots, driveways and on the street. A significant number of these crimes occur between the hours of 10:00 pm to 4:00 am. The overwhelming majority of entry methods involve entering into the vehicle through an unlocked door. In a small percentage of cases, physical force and damage, such as breaking a window, was used to gain access. In the majority of those cases, an item of value was left in view for the offender to see

**Items frequently stolen** include laptops, electronic devices, GPS systems, mail, bills, and documents with personal information, purses, wallets, luggage, gym bags, money, cell phones, chargers and even firearms.

# Car prowls are a gateway to other crime such as:

- Identity Theft
- Burglaries
- Vehicle Theft

## Steps to Car Prowl Prevention

Car prowl is one of the easiest crimes to prevent with increased awareness and a change in habits. The following steps will reduce the chances that your vehicle will be targeted:

- Keep the interior of your car "showroom clean" with nothing in it. Offenders have broken in to vehicles for items such as gym bags because they assumed there were electronic devices and other items stored in them. You never know what they may consider valuable.
- If you must store valuables in your car, hide them or place them in the trunk before you arrive at your destination in the event that a prowler is casing the area. Lock your trunk with a valet key, so a thief can't easily pop open the trunk from the car's interior. Never leave bags, purses, wallets, briefcases, laptops, cell phones and loose change in plain view.
- Hide chargers and accessories that indicate a GPS, mobile phone or other device may be stashed in your vehicle.
- City Council Packet 01-23-18 pg. 43
   Remove garage door openers, key fobs, and house, work and car

keys so that a prowler cannot steal your car or commit burglary. Keep your keys with you instead of putting them in a hiding place.

- Don't store or leave credit cards, identification or personal information in your glove box or anywhere in your car.
- Before leaving your car, always remove the keys, roll up the windows, lock the doors and set the alarm (if you have one).
- Place your key fob or proximity key in a Faraday bag/cage (RFID-blocking) after locking your car to thwart hacking.
- If possible, store your car in a closed and locked garage. If it is parked in a carport or near your house, leave your exterior lights on throughout the night.
- Consider replacing the light fixture closest to your car with a motion detector unit. Motion detectors are good psychological deterrents, causing the thief to think that someone has seen them when the light comes on. Additionally, the light makes the prowler or thief more visible.
- Improve visibility where your car is parked. If you park on the street, choose a well-lit, open space even if it means adding additional exterior lighting. Trim back trees or bushes that block the view of your vehicle from your home. Avoid parking near anything that

limits visibility such as wooded areas, dumpsters, large vans or trucks.

- Don't leave your vehicle in unattended parking lots for long periods of time.
- When you pay to park in a lot or garage, leave only the ignition key with the attendant. Remove any personal information from your key chain or car. Do the same when you visit a mechanic.
- Carry the registration and insurance card with you when you leave your vehicle. NOTE: Make sure you have these items with you when you return. Operating the vehicle without these documents is against the law.
- Consider installing a security system if you live in a high-theft area or drive an automobile that is an attractive target for thieves. You may get a discount on your auto insurance.
- Organize a Neighborhood Watch. Get to know your neighbors, share contact information such as phone numbers and email addresses and look out for each other. The people who live on your block are the most likely to recognize suspicious people or suspicious activity.
- Be observant when you exit or enter your parked vehicle, stop and take a look around the area.
- Report any suspicious activity to the police.

### What to Do if Your Car is Broken Into

If your car is broken into, report the crime to the police. If it's a crime in progress, call 9-1-1. Share your specific observations of the suspect(s), vehicle(s) and activities with the police dispatcher. If the crime already occurred, contact the police non-emergency number at 541-367-5181. When you report crime, the Sweet Home Police Department becomes aware of trends and can direct resources to the impacted areas.

#### How to Work Together as Neighbors

Report suspicious activity, such as a person checking door handles, to the police as it is occurring. If it's not a crime in progress, you can call the police non-emergency line at 541-367-5181. Encourage your neighbors to keep an eye out for any suspicious activity, and to keep their cars showroom clean.

Please let your neighbors know when there are car prowls in your neighborhood and what they can do about it. A good way to share the information with neighbors is through your Neighborhood Watch. If you are interested in organizing one, contact the Community Services Officer at the Sweet Home Police Department.

### City of Sweet Home's Crime Prevention Program

The Crime Prevention Program is intended to provide prevention advice, organizes and trains residents and businesses on crime issues. To connect with the Community Services Officer

#### 541-367-5181 \* Email shpd@ci.sweet-home.or.us





PROPOSAL FOR the City of Sweet Home Wastewater Treatment Plant Improvement Project - Phase 1

October 18, 2017



October 18, 2017 Greg Springman City of Sweet Home City Hall 1140 12th Avenue Sweet Home, Oregon 97386

#### RE: Engineering Consulting Services for City of Sweet Home Wastewater Treatment Plant Improvement Project - Phase 1

Dear Mr. Springman:

Thank you for the opportunity to present our qualifications and practical solutions for upgrades at your community's wastewater treatment plant (WWTP). Murraysmith is the right team for your wastewater program, offering:

An affordable vision for your WWTP upgrades with lower operating costs. Our vision for your WWTP is the delivery of a superior facility with lower operating expenses. We can do this for less than half the cost of your current plan, "flipping" your WWTP economics upside-down.

A focus on reusing and rehabilitating existing assets to benefit your community for generations. Our plan to rehabilitate specific areas in your sanitary sewer collection system to prevent a return of the high peak flows of the past, coupled with our plan to reuse and refurbish existing WWTP facilities, will assure investments today create lasting solutions that will benefit your community for many decades.

Leadership of a recognized WWTP expert focused on innovative and practical solutions. Preston Van Meter has led many similar WWTP expansion projects for communities comparable in size to the City of Sweet Home. His most recent project to implement WWTP upgrades is now under construction at The Dalles WWTP. Under his leadership, The Dalles received upgrades for half the cost of the original facilities plan concept. The same is possible for Sweet Home.

**Support of a strong, local team with a reputation for exceptional client service.** Since our founding in 1980, Murraysmith has delivered similar wastewater projects for communities like the City of Sweet Home. Our reputation for superior client service and innovative solutions will shine through as we work with you and your team to implement practical and affordable results for your ratepayers.

We are ready and eager to begin work and look forward to sharing our ideas and energy. Please contact Preston Van Meter with any questions about our qualifications.

Sincerely, MURRAYSMITH Preston Van Meter, PE Project Manager & Permitting Lead

888 SW 5th Avenue, Suite 1170, Portland, OR 97204 P: 503.225.9010 | www.murraysmith.us

#### Section 5: Proprietary Information:

Nothing contained in this proposal will be proprietary. Murraysmith understands that all proposals shall become the property of the City

#### Section 6: Signature Page:

Preston Van Meter is authorized to contractually bind the Murraysmith team. This proposal is valid for 90 days.

## 1. UNDERSTANDING AND SPECIAL CONSIDERATIONS



Our vision for your WWTP is an affordable facility with improved operations, delivered at less than half the capital cost of your current plan.

### **Project Understanding and Special Considerations**

After a successful sanitary sewer collection system rehabilitation program that reduced peak flows from 22 MGD to 11.5 MGD, the City of Sweet Home (City) is now embarking on a program to complete much needed repairs and upgrades to the WWTP and Santiam River discharge requirement.

An important consideration for your community in moving forward with the program is the impact of the planned \$42 Million in WWTP investments on your community and ratepayers over the next 30 years. If not refined, this would increase rates for a typical household to over \$90 per month, as shown in the charts below.

While spreading out the WWTP investments over a long duration (as recommended by the Facility Plan) helps to keep the capital investment costs affordable, it has the unwanted side effect of relying on facilities nearing the end of their useful service life for serveral more decades. Several examples of the current WWTP condition and challenges faced by the City's contract operations staff are summarized to the right.

Every **\$1,000,000** of capital investment at the WWTP costs the City's ratepayers

## \$1 per month



Monthly sewer rates would increase to more than \$90 per month over the next 30 years under the current recommended plan - Facility Plan Option C shown in red Plant staff spend several hours a day removing rags from the manual bar screens immediately upstream of the aeration basin





The existing complete mix aeration basins with surface aerators are inefficient and could be optimized to improve performance and increase capacity

The existing 0.7 meter belt filter press is unable to keep up with solids processing needs and the belts break frequently





The existing chlorine contact basin is undersized and the sulfur dioxide containers used for dechlorination are stored next to the operator break room

## **Murraysmith's Approach** -> An affordable program for your ratepayers that will "flip" your WWTP economics upside-down

Murraysmith's approach to delivering an affordable wastewater program for the ratepayers in your community is focused on reducing cost, maximizing opportunities for outside funding, and expediting much-needed upgrades at the facility utilizing financial tools available to the City. Key elements to our approach for your facility upgrades are outlined below.



## CONTINUED FOCUS ON COLLECTION SYSTEM REHABILITATION

While the initial collection system rehabilitation program to reduce peak WWTP flows from 22 MGD to 11.5 MGD was completed at a cost of approximately \$1.50 per gallon, the notion that continued investments in the collection are too costly fails to recognize that 67 percent of the collection system is deteriorating, and will continue to worsen.

Rather than simply decide that collection system rehabilitation is no longer cost-effective, Murraysmith recommends a balanced approach moving forward that continues with reasonable investments in the City's collection system. The goal is to limit peak flows at the WWTP to under 12 MGD. At this level, much of the planned WWTP upgrades can be completed within the existing tankage at the facility.

As shown in the figure below, an investment of \$400,000 per year over the next 13 years (\$5.2 million total) will continue to rehabilitate failing collection system assets and achieve the goal of maintaining peak WWTP flows under 12 MGD, both now in the and future.



An investment of **\$400,000** each year over the next

> 13 years will maintain peak WWTP flows under

**12 MGD** 

which could then be treated in the existing aeration basin footprint with other proposed modifications.

## 2 AN INNOVATIVE VISION FOR YOUR WWTP WITH IMPROVED OPERATIONS

Murraysmith's vision for Sweet Home would reduce the WWTP capital costs from the Facility Plan's recommended \$42M down to a range of \$13 to \$17 Million (as shown in Figure 1 on pages 7 and 8). Our approach is based on converting to a primary filtration-step feed aerationanaerobic digestion treatment process, and reusing and rehabiliting existing assets instead of new construction. This approach is being successfully implemented for The Dalles WWTP upgrades at a drastically lower capital cost and addresses immediate needs.

#### **Converting to Primary Filtration – Anaerobic Digestion (PF-AD) Treatment Process**

Moving from the existing energy-intensive secondary aerobic treatment process with aerobic digestion to a PF-AD treatment process offers many benefits as summarized below.



Implementation of the PF-AD treatment process can be completed within existing tankage and would involve primary filtration and plug flow aeration and anaerobic digestion.

1) Primary Filtration. Primary filters, such as the Salsnes Filter shown to the right, are a proven, conventional wastewater technology with many installations at facilities the size of the Sweet Home WWTP, providing BOD and TSS removal equivalent to primary clarifiers at a fraction of the cost and footprint. The primary filters would be installed immediately downstream of the new headworks fine screens, in a footprint the size of the existing grit removal facilities.



The Trojan Salsnes filter has 45 North America installations in WWTPs

**2) Plug Flow Aeration.** Primary filtration will reduce the BOD and TSS loading on the aeration basin by 30 and 50 percent, respectively. This will allow the existing aeration basin to be utilized with modifications for plug flow aeration and anoxic/aerobic swing zones. The graphics below show two modes of operation for treating flows up to 12 MGD.



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3) Anaerobic Digestion. The existing aerobic digester has adequate capacity for anaerobic digestion meeting Class B Biosolids requirements. A new cover would be placed over the anaerobic digester. Biogas produced in the anaerobic process would be used to provide digester heating without using energy. Excess biogas could be used to provide building heating, or to add a cogeneration system to produce electricity in the future. A new solids building would be constructed to house a boiler and digester heating equipment, and a new sludge storage basin could be added to regulate the solids feed to the dewatering process.



ak flov

oumps 3

mgd

Adding a cover over the existing aerobic digester. like this one manufactured by OTI of Eugene, provides a cost-effective conversion to anaerobic digestion.

Low flo

pumps 1

cleaning

wet well

Flow baffle 4.13

A potential submersible pump station

configuration with self-cleaning wet

well can be retrofitted in the existing

#### **Reducing Cost By Reusing and Rehabilitating Existing Assets**

**Expanding IPS** capacity in the existing wet well reduces the overall IPS cost by over 50% and provides space for 12 MGD and greater capacity.

In general, the capital cost of reusing and rehabilitating existing assets owned by the City is approximately 50 percent of the cost of new construction. Murraysmith's field review indicates the Sweet Home WWTP facilities are definitely in adequate condition to be rehabilitated for long-term use.

Murraysmith's vision is to focus on rehabilitating existing assets in the WWTP at a much lower capital cost. Several examples of our focused plan are summarized below. A more detailed proposed plan is shown on pages 7 and 8.

Reuse Existing Influent Pump Station (IPS). Apart from the roof, the existing IPS appears to be in good condition. This provides an opportunity to reuse, rehabilitate, and expand the pump station capacity in the existing wet well to accommodate a peak flow of over 12 MGD at one third the cost of a new pump station, gravity influent sewer, and force main. A Hidrostal Prerostal system with self-cleaning pre-rotation basins that can match inflows without the use of variable frequency drives (VFDs) is a pump option worth consideration.



**Hidrostal Prerostal system** 

Convert from Chlorine to UV Disinfection. UV disinfection is a cost-effective option that can be completed in the existing chlorine contact basin (CCB) footprint. The latest technology offered by UV manufacturers like Trojan, Xylem, and ETS are highly efficient and eliminate the use of chemicals (and associated deliveries) for disinfection and dechlorination. The UV units would easily fit in two of the existing channels. A third CCB channel could ultimately be used for production of Class A recycled water coupled with the upstream tertiary filter.

Remodel and Reuse Existing Solids Dewatering Building. With the reduced solids production and improved dewaterability offered by anaerobic digestion, Murraysmith anticipates a new dewatering screw press could be installed in the existing dewatering building to replace the existing belt filter press. The electrical equipment in the space and the interior wall would be removed and the space upgraded to house a new, low-energy screw press like the units offered by FKC Screw Press.





The next-generation Xylem Duron and Trojan Signa UV systems offer lower energy consumption and improve maintenance access

Installation of a lowenergy screw press like this FKC screw press in Pendleton, designed by Murraysmith's Preston Van Meter, can produce dewatered cake solids of 18 to



#### New Plant Control Room in Sulfur Dioxide Storage Room.

With the proposed conversion to UV disinfection, Murraysmith proposes to convert the existing sulfur dioxide room adjacent to the operator break room to a new plant control room with centralized Control Panel and operator desktop SCADA terminal to monitor and troubleshoot plant alarms and operations. Installation of a master control panel with redundant PLCs similar to the control panel shown to the right, is often lower cost than using distributed control panels as part of vendor supplied packages provided by equipment manufacturers and results in much better overall plant integration.



### **3** MAXIMIZING OUTSIDE FUNDING THROUGH REDUCED ENERGY CONSUMPTION AND PLANT AUTOMATION

Implementation of the Murraysmith vision for your WWTP provides ample opportunities to incorporate energy efficiency measures (EEMs) that would provide outside funding from the Energy Trust of Oregon (ETO) and, potentially, the Oregon Department of Energy. **Up to \$500,000 in outside funding** could be provided by the following EEMs that would be implemented as part of our plan:



Murraysmith's work on the Idaho Falls WWTP received \$240,000 in energy efficiency funding and was awarded the 2017 State of Idaho Award for Excellence in Industrial Energy Efficiency

**EEM-1 Influent Pump Station VFDs.** Installation of new submersible pumps with variable frequency drives (VFDs) improves treatment process and reduces energy consumption.

**EEM-2 Primary Filtration.** Addition of primary filtration reduces BOD loading to be treated in the aeration basin by up to 50 percent, reducing volume of air and size of aeration blowers needed.

**EEM-3 Aeration Diffusers.** High-efficiency aeration diffusers would increase oxygen transfer efficiency (OTE) in the aeration basin and reduce the size of blowers needed.

**EEM-4 Aeration Blowers.** Using high-efficiency screw-centrifugal or turbo blowers reduces energy consumption compared to typical positive displacement blowers.

**EEM-5** Anaerobic Digestion. Converting from aerobic to anaerobic digestion "flips" the WWTP from consuming energy for digestion to producing energy in the form of biogas that is used for heating the digester and can provide building heating and produce energy through cogeneration.

**EEM-6 Solids Dewatering.** Fewer and more dewaterable solids produced by the anaerobic digester allows a screw press or similar technology to be installed in the existing dewatering building rather than an energy-intensive dewatering centrifuge.

EEM-7 UV Disinfection. Using high-efficiency low-pressure,

high-output UV disinfection equipment provides lower energy consumption than medium-pressure UV units typically used in facilities the size of the Sweet Home WWTP.

**EEM-8 Peak Flow Reduction.** Reducing peak flows through continued collection system rehabilitation allows installation of smaller pumps in the IPS which will save energy.

Implementation of a practical plant automation and SCADA system offers many potential improvements to the treatment process and operations, which can also be funded through energy efficiency measures that may include:

**EEM-9 Influent Flow/Wet Well Level Measurement.** Installation of parshall flume influent flow measurement and wet well level allows the influent pumps to be operated to match influent flow and reduce overall energy consumption.

**EEM-10 Aeration Basin DO Control and Blower VFDs.** Installation of dissolved oxygen (DO) measurement in the aeration basin, VFDs on aeration blowers, and Most Open Valve (MOV) control strategies to control blower speed by DO level in the aeration basin allows the treatment process to be optimized and reduces energy consumption.

**EEM-11 UV Dose**. Installation of UV transmissivity (UVT) measurement allows flow-pacing of UV Dose and reduced energy consumption in the proposed UV reactors.

## **FIGURE 1**

# The Murraysmith Vision for the Sweet Home WWTP

A superior facility that is easier to operate and a plan that reduces WWTP capital investments to between \$13.0 and \$17.0 million, with as much as \$500,000 in potential energy efficiency incentive funding.

Our modular plan can be implemented in phases to reduce the financial impact on your community.

## **Liquid Upgrade Influent Pump Station and Force** Main Upgrade New Headworks Fine Screens & Influent **Flow Metering Primary Filtration** Plug-Flow, Step-Feed **Aeration Basin** Upgrades **RAS/WAS Building Expansion and New** Blower Room **Mixed Liquor Flow** Split & Secondary **Clarifier Rehab Tertiary Filters** Upgrade **Chlorine Contact Basin Conversion to UV Disinfection Outfall and Diffuser** Upgrades

**Solid Upgrade** 

**Anaerobic Digestion** 

New Solids Building

Converstion to Sludge Storage Basin (SSB)

Dewatering Building Remodel For New Screw Press

**Old Basin** 

Sidestream Treatment for Dewatering Filtrate



## Electrical and Instrumentation Upgrades

S-1

E&I Upgrade	Description	Est. Cost	Key Benefits
E-1 New Standby Generator	Reuse existing generator building and install new standby generator sized for current and future plant loads.	\$0.25M	<ul> <li>Generator to turn on all critical equipment automatically, not manually</li> <li>Adequate storage capacity for 24-48 hours of operation</li> <li>Eliminate diesel deliveries with a NG generator</li> </ul>
E-2 Room Conversion to Plant Control Room	Convert the sulfur dioxide storage and feed building to an electrical and control room to centralize plant.	\$0.35 - 0.5M	<ul> <li>Plant control panel and main HMI closer to operators</li> <li>Add MCCs for new equipment</li> <li>Operator SCADA access available throughout plant on tablets</li> </ul>

E&I Upgrade Subtotal: \$0.6 - 0.75M

Description	Est. Cost	Key Benefits	Liquid Stream Upgrades
Convert existing pump station to a flygt-syle inlet with three new pumps providing a firm capacity of 12MGD with turndown for low flows.	\$0.75 - 1.25M	<ul> <li>Self-cleaning wet well in IPS is easier t</li> <li>Reuse headworks screen purchased fr</li> <li>Reduces long-term capital cost association</li> </ul>	o maintain or 2018 immediate needs project ated with WWTP upgrades
Construct new screening facility using 2 MM rotary drum fine screens in a self-contained stainless steel basin.	\$1.5 - 1.75M	<ul> <li>One new screen installed in 2018 for in</li> <li>Redundancy with second screen and b</li> <li>Influent flow metering provides control</li> </ul>	mmediate relief bypass channel provides 12 + MGD firm capacity I of influent pumps throughout the plant
Install primary filters upstream of the aeration basin to divert 30% BOD / 50% TSS to new anaerobic digester.	\$1 - 1.25M	<ul> <li>Eliminates need for grit removal with u</li> <li>Reduces solids loading to aeration ba</li> <li>Reduced aeration provides outside fur</li> </ul>	pstream fine screens sin and saves money nding opportunities
Rehabilitate existing aeration basin to provide plug flow with diffused aeration and step-feed to provide for contact stabilization process during peak flows.	\$1.5 - 1.75M	<ul> <li>Peak flow capacity of over 12 MGD in e</li> <li>Primary filtration increase secondary p</li> <li>MLE process reduces Ammonia-N to le</li> <li>Contact stabilization meets winter period</li> </ul>	existing aeration basin rocess efficiency ess than 5 PPM mit limits
Rehabilitate existing RAS/WAS building, add new pumps, and expand the building to add a new blower room with control panel.	\$0.75 - 1M	<ul> <li>Reduces piping costs by reusing RAS/</li> <li>Centralized controls in new plant control</li> <li>New high-efficiency pumps/blowers provide the second second</li></ul>	WAS building rol room increase operational efficiency rovide outside funding opportunities
Rehabilitate existing secondary clarifiers to replace mechanisms, coat launders, and complete other upgrades identified to improve performance.	\$0.5 - 0.75M	<ul> <li>Improve ML flow split to secondary cla</li> <li>Improved performance due to reduced</li> <li>Future secondary clarifier could be additional secondary clarifier secondary clarifier could be additional secondary clarifier secondary secon</li></ul>	rifiers optimizes flows d solids loading from primary filtration ded to west of aeration basin
Rehab tertiary filters to provide 4 MGD original design capacity - correct hydraulics and replace equipment.	\$0.5 - 0.75M	<ul> <li>Provides buffer to meet NPDES permit</li> <li>Could be used to meet nutrient limits i</li> <li>Provides opportunity to develop recyct</li> </ul>	: limits in summer and winter f they are tightened in future led water using third channel in CCB
Modify Chlorine Contact Basin (CCB) to use two existing channels for installation of UV disinfection using energy efficient high-intensity, low-output (HI-LO) reactors	\$0.85 - 1M	<ul> <li>Allows elimination of chemical disinfect</li> <li>Reuses and re-purposes existing CCB</li> <li>Use of HI-LO reactors provides outside</li> </ul>	ction and dechlorination and saves cost of expansion e funding opportunities
Up-size existing outfall and construct new outfall diffuser	\$0.75 - 1M	<ul> <li>Potential winter season mass load incr</li> <li>Increased dilution at mixing zone with</li> <li>Flexible timing based on mixing and hyperbolic</li> </ul>	rease new outfall ydraulics

Liquid Upgrade Subtotal: \$8.1 - 10.5M

## Solid Stream Upgrades

Description	Est. Cost	Key Benefits
Install new cover over digester to convert from aerobic digester to anaerobic.	\$1.35 - 1.5M	<ul> <li>Reduces solids quantity and lowers biosolids disposal costs</li> <li>Improves sludge dewaterability &amp; biosolids quality</li> <li>Makes energy rather than uses it!</li> <li>Reduced energy consumption provides outside funding opportunities</li> </ul>
Construct new solids building to house solids pumps, sludge heat exchanger (HEX), and digester/ SSB mixing equipment.	\$0.55 - 0.75M	<ul> <li>Pump mixing system maximizes solids destruction in digester</li> <li>Boiler uses gas and provides hot water for use in plant (e.g. heating)</li> <li>Heating with hot water loop provides outside funding opportunities</li> <li>Location of dewatering feed pumps to save space in dewatering building</li> </ul>
Covert old tank next to the digester to a SSB.	\$0.65 - 1M	<ul> <li>Provides storage for consistent detention time in digester</li> <li>Simplifies automation of new dewatering equipment</li> <li>New boiler in solids building provides hot water for use in plant</li> </ul>
Remove existing dewatering equipment and interior walls of solids bldg. and install new screw press dewatering equipment.	\$1 - 1.5M	<ul> <li>Lower solids allows screw press to fit in existing building</li> <li>Use of screw press reduces energy and provides outside funding opportunities</li> </ul>
Construct a sidestream basin to provide aeration of filtrate from new dewatering press to reduce impacts on downstream process. If possible, rehabilitate and reuse existing basin next to IPS.	\$0.75 - 1M	<ul> <li>Reuses aerators in existing aeration basin for treatment</li> <li>Reduces impact on secondary process from dewatering filtrate recycle</li> </ul>
Solid Upgrade Subtotal: \$4.3 - 5.7	75M	

## 2. TEAM QUALIFICATIONS AND EXPERIENCE



A collaborative team with significant experience delivering affordable and practical solutions for communities your size throughout Oregon and the Pacific Northwest.

### **Organizational Chart**

	City of S	weet Home		
	Greg S	pringman		
WWTP	Joe (	Graybill		
Operations Staff	Preston V Project l Permit Austin F Project	I an Meter, PE Manager & — ting Lead Rambin, PE Engineer	<b>Technica</b> Craig An David Stensel Tracy Co	al Advisors derson, PE - Overall I, PHD, PE (UW) - Process ork, PE (VE) - Solids
Dah Lag DE Callact	en System Dehabilitation	ct leam		(A) Architecture
Rob Lee, PE Collect	on System Renabilitation	Jean von Bargen F	ROOT, AIA, PIVIP (IVIV	/A)Architecture
Eddie Kreipe, PE	Process Mechanical	Patrick Davis, EIT		Civil/Site Design
Justin Ford, PE	Process Mechanical	Wolfe Lang, PE, GI	E (MJA)	Geotechnical
Mike McKillip, PE Mechanica	al - HVAC & Code Review	Kathryn Toepel, Pł	H, RPA (HRA)	Cultural Resources
Kysa Cronrath, PE	Process Modeling	Libby Barg (BWI)		Public Involvement
Randy Bos Electrical &	Instrumentation Controls	Deb Galardi (GRG)	)	Finance/Rates
Erik Petersen, PE (PSE)	Structural	Brian Vandetta, PE	E, PLS (UELS)	Surveying

PSE - Peterson Structural Engineers | MWA - MWA Architects | MJA - McMillen Jacobs Associates | HRA - Heritage Research Associates, Inc. | GRG -Galardi Rothstein Group | BWI - Barney & Worth, Inc. | UELS - Udell Engineering & Land Surveying, LLC | UW - University of Washington VE - Vision Engineering

### Meet the Team

. . . . . . . Rob

Erik ÷.........

The following section summarizes Murraysmith's team for your WWTP Improvement project. With over 200 years of combined wastewater experience, our team has "seen it all" and knows how to deliver practical, innovative, and affordable solutions on behalf of your community's ratepayers. Key team member qualifications are included in this section and resumes for all team members are included in the Appendix.

#### **Murraysmith's Team Benefits**

- Understanding of Sweet Home community drivers
- Focus on innovative yet practical solutions
- Significant experience negotiating NPDES permits
- Detailed understanding of CWSRF funding requirements
- Ability to maximize outside funding



## PRESTON VAN METER, PE Project Manager & Permitting Lead

Years of Experience: 23 | Registration: Professional Engineer - OR & WA

Preston will be the primary contact and overall project manager for the Sweet Home WWTP Improvement project. He is an experienced wastewater treatment plant designer and has led the planning, design, permitting, and construction management of wastewater pump stations, wastewater treatment facilities, digester gas utilization facilities, and recycled water facilities. Preston's experience managing similar wastewater projects for smaller Oregon communities will assure the most affordable plan is delivered for Sweet Home's rate payers.

#### **KEY PROJECTS**

- WWTP Progressive Design-Build, City of The Dalles, OR
- Durham AWWTP Secondary Improvements, Clean Water Services (CWS), OR
- Durham AWWTP Tertiary Upgrades, CWS, OR
- On-Call Wastewater Engineering, CWS, OR
- WWTP Improvements, City of Hubbard, OR
- Forest Grove WWTP UV/EPS Facility Conceptual Design, CWS, OR
- Cascadia WWTP at Tehaleh MBR WWTP, Pierce County, WA
- WWTP Design and Construction, City of Dundee, OR
- WWTRRF Improvements for the City of Pendleton, OR
- Fernhill Natural Treatment System, CWS, OR
- WWTP Improvements, City of Vernonia, OR

#### AUSTIN RAMBIN, PE Project Engineer

During his 16 years of experience, Austin has excelled at supporting clients from the planning process through construction and start-up, as well as providing hands-on assistance with wastewater plant operations after construction. He is well-regarded with his ability to work collaboratively with all parties to ensure a project's success. Austin has quickly established himself as a high-quality addition to our team through his effective and efficient leadership and execution of tasks and projects for Preston and Craig on the Butterfield WTP PLC Upgrade Project for Pasco and WWTRRF Facility Plan for Pendleton. **KEY PROJECT EXPERIENCE: WWTRRF Facility Plan and Disinfection Upgrades,** City of Pendleton, OR; **New WWTP,** City of Crawford, GA; **WWTP Optimization,** City of Emerson, GA; **WWTP Renovations** (North and South), City of Elberton, GA; **WWTP Renovations**, Callaway Gardens, Pine Mountain, GA

#### CRAIG ANDERSON, PE Technical Advisor - Overall

Craig has over 23 years of wastewater treatment experience, and prior to joining Murraysmith, he led both the water (20 person) and design (60 person) business groups for a large international engineering firm. Craig has managed numerous multi-discipline teams and has delivered successful projects for a wide range of public clients. His experience with planning, design, construction, and start-up services for mechanical treatment plants in Boise, Idaho Falls, and Nampa, ID; and Kennewick and Pasco, WA make him the ideal candidate to serve as a technical advisor.

**KEY PROJECT EXPERIENCE: Secondary Treatment Upgrades,** City of Idaho Falls, ID; **West Boise Phase 3; WWTP Capacity Assessment,** City of Nampa, ID; **WWTP Expansion,** City of Kennewick, WA; **Immediate Needs Assessment/Improvements,** City of Pasco, WA

#### **ROB LEE, PE** Collection System Rehabilitation

Rob has 20 years of experience with municipal sewer projects and specializes in rehabilitation and I/I abatement. Rob was the project manager for the most recent design and construction phase of the Sweet Home I/I Abatement Program and led the post-rehabilitation modeling and flow projection effort. While on the East Coast, Rob served as assistant program manager on a 24-year \$250M consent degree program reducing SSOs predominately through I/I abatement. He will leverage his national expertise and familiarity with the City's system to cost-effectively reduce I/I and rehabilitate the deteriorated system.

**KEY PROJECT EXPERIENCE:** I/I Abatement Program, City of Sweet Home; Large-scale Sewer Rehabilitation Program, City of Portland Bureau of Environmental Services (BES), OR







Name/Role/Registration/Unique Qualifications	Similar Project Experience
Dr. David Stensel, PhD, PE I Technical Advisor - Process Prof. Engineer - OR & WA Dr. Stensel and Murraysmith have successfully collaborated on several wastewater planning and design projects over the past 15 years. With this established working relationship and over 40 years of experience as an equipment manufacturer designer, professor/researcher, consultant, and author of the wastewater treatment "bible" (Metcalf and Eddy), he is the ideal candidate to provide technical advice and review. While Murraysmith has established and proven working relationships with several other high-level independent treatment experts, Dr. Stensel has, for good reason, been the one constant. His professionalism and ability to distill fact from bluster when evaluating treatment options has been an invaluable asset to Murraysmith and our mutual clients.	<ul> <li>Secondary Treatment Upgrades, City of Idaho Falls, ID</li> <li>Primary Treatment Improvements, City of Idaho Falls, ID</li> <li>Wastewater Facility Planning, City of Idaho Falls, ID and Pasco, WA</li> <li>West Boise Phase 3, Stage 2 Upgrades, City of Boise, ID</li> </ul>
Eddie Kreipe, PE I Process Mechanical Prof. Engineer - OR Eddie has been the design engineer on multiple wastewater facility projects that have included rehabilitation, relocation and pump upgrades. He has extensive knowledge in pump selection and pipeline hydraulics along with design of complicated mechanical piping and valving systems for wastewater systems. Many of his projects result in increased facility reliability and redundancy, and reducing construction risk and cost. He has extensive field experience and has provided construction services for many projects.	<ul> <li>Secondary Treatment Upgrades, City of Idaho Falls, ID</li> <li>Conduit 3 Hydroelectric Project, Portland Water Bureau/Lucid Energy, OR</li> <li>Fulton Pump Station Relocation, Portland Water Bureau, OR</li> <li>Multiple Wastewater Infrastructure Projects, CWS, OR</li> </ul>
Justin Ford, PE I Process Mechanical Prof. Engineer - OR Justin's vast experience in wastewater system planning and design includes facilities planning, collection system rehabilitation, and WWTP upgrades and implementation. He has worked with many funding agencies to deliver cost-effective, long-term approaches, like replacing Parkdale Sanitary District's aging treatment and pumping infrastructure. He brings an enthusiastic and client-focused approach to projects, resulting in solutions that best serve the interests of clients and their customers.	<ul> <li>Wastewater Facilities Improvements, Parkdale Sanitary District, OR</li> <li>WWTP Upgrades, City of Pendleton, OR</li> <li>WWTP Upgrades, City of Tillamook, OR</li> <li>Wastewater Facilities Plan, City of Idanha, OR</li> </ul>
<b>Kysa Cronrath, PE I Process Modeling</b> Prof. Engineer - OR Kysa has been involved as a project engineer on a variety of water and wastewater pipeline and treatment projects. She has expertise in treatment process modeling, plant hydraulic modeling, and conveyance system hydraulic modeling. Her understanding of design and the engineering theories forming the basis of modeling software allows her to approach challenges logically and efficiently.	<ul> <li>Wastewater Facilities Improvements, Parkdale Sanitary District, OR</li> <li>WWTRRF Facilities Plan Update, City of Pendleton, OR</li> <li>Slow Sand Filtration Plant Compliance Review and Corrective Action Plan, Hillsboro, OR</li> </ul>
<b>Erik Petersen, PE (PSE) I Structural Engineer</b> Prof. Engineer - OR, WA, CA, NV, NJ, AK, LI, MI, & AZ Erik has 20 years of structural engineering experience on a variety of public projects. Erik leads PSE's water/wastewater design group and serves as structural design principal and/or project manager for the majority of the firm's municipal wastewater system projects.	<ul> <li>Hillsboro Solids Building Modifications, Clean Water Services, OR</li> <li>Durham Aeration Basin 1 Baffle Walls, Clean Water Services, OR</li> <li>TVWD Sludge Dewatering Facility, Beaverton, OR</li> </ul>
Mike McKillip, PE I Mechanical - HVAC & Code Review Prof. Engineer - OR Mike has served as HVAC designer on a variety of wastewater and water projects throughout Oregon. He has been involved in hydraulic modeling, planning, design, field engineering, and construction administration for a variety of projects, including water reservoirs, water supply wells, and pump stations.	<ul> <li>Pump Station Evaluations, CWS, OR</li> <li>3.5 MG Reservoir 6 and Well 7 Improvements, City of Redmond, OR</li> <li>Wastewater Collection System Update, City of Pocatello, ID</li> </ul>
Randy Bos I Electrical & Instrumentation Controls Advanced PLC training: Rockwell Automation, Schneider/Wonderware, GE/iFIX, Siemens Randy has 40 years of experience with the design and construction of industrial electrical, instrumentation, and automation control systems. He has working knowledge of the NFPA- 70 (NEC), NFPA-70E, NFPA-820, NESC, UL-508A requirements, and sound construction practices. He's worked as a senior designer and in the field providing construction inspection, technical support, start-up testing and commissioning services on many municipal WWTPs and pump stations.	<ul> <li>WWTP DBO Upgrade, City of Wilsonville, OR</li> <li>Columbia Boulevard WWTP Digester Upgrade, City of Portland BES, OR</li> <li>WWTP Expansion and Upgrade, Solids and Liquid Stream, City of Gresham, OR</li> <li>WWTP Co-Generation, City of Medford, OR</li> </ul>

### **Wastewater Treatment Experts**

Murraysmith is a full service engineering firm with offices in Portland and Eugene, Oregon, and throughout the Pacific Northwest. Our 140 engineers and support staff have completed numerous wastewater projects, including the planning, permitting, design, and construction of collection system rehabilitation improvements, pump stations, and wastewater treatment plants. We are a leaders in the Pacific Northwest for innovative wastewater approaches, working with communities to identify cost-effective improvements focused on maximizing investments using conventional technologies that improve operations. Our team specializes in the use of plant automation to optimize operations and reduce O&M costs.



## **Similar Completed Projects**

The examples below summarize projects similar in nature and scope that Murraysmith's team members have completed in the last five years and include reference contact information. A couple of the projects included in this list were completed by Murraysmith team members while with other firms, as they demonstrate the strong capabilities of our proposed project team as requested in the City's RFP and are directly applicable to the City of Sweet Home WWTP upgrades.

#### PRIMARY WASTEWATER TREATMENT UPGRADES, CITY OF IDAHO FALLS, ID

REFERENCE: Chris Fredericksen, Public Works Director; m: PO Box 50220, Idaho Falls, ID 83405, p: 208.612.8250



Relevance to Sweet Home

Aging facility
Community concern about rates
Limited footprint

Upgrades were required to provide redundancy, rehabilitation, and replacement of the existing 70-year-old clarifier and grit removal systems. During predesign, the concept was modified to include primary sludge thickening/fermentation. This was done to protect the plant's phosphorus removal biology due to reductions in industrial sewer discharges after the completion of the Facility Plan. The final design included a raw-sewer rock trap, a new 115 foot diameter primary clarifier, upgrades to the existing primary clarifier, an operational change to simultaneous primary sludge and grit removal, and a new primary sludge pump station that discharges to hydrocyclones and grit classifiers. The washed grit is discharged to existing roll-off screenings containers while the de-gritted sludge is sent to the 50-foot diameter gravity thickener. The gravity thickener was sized to ferment the sludge and allow the effluent supernatant to carry the VFAs to the secondary treatment system. The gravity thickener will also provide approximately 6 percent thickened sludge feed to the existing digesters and increase their available capacity. Murraysmith is currently providing full-time construction administration and observation support.

#### SOLIDS HANDLING IMPROVEMENTS, CITY OF IDAHO FALLS, ID

#### REFERENCE: Chris Fredericksen, Public Works Director; m: PO Box 50220, Idaho Falls, ID 83405, p: 208.612.8250



#### **Relevance to Sweet Home**

» Solids upgrades

- » Energy efficiency incentives
- » Alternative, cost-saving approach

This was the first facility improvement implemented from Murraysmith's Wastewater Facility Plan. It involved significant upgrades to the plant's digester heating, digester recirculation pumping, WAS thickening, primary sludge/scum pumping, and digested sludge transfer systems. Improvements included the installation of new heat exchangers, updated recirculation pumps, peristaltic pumps as replacements for old plunger-style sludge pumps, and two gravity belt thickeners to replace three 1970s era disk nozzle centrifuges. At the time of the Murraysmith's work on the Facility Plan, the City already had a completed design for this project from a large international consulting firm "on-the-shelf", but it had been placed on hold due to financing considerations. As part of the facility planning process, an alternate approach was identified that, even with redesign, **reduced the project cost by \$3 to \$4 million**. The reuse of existing buildings to house these improvements, verified using 3D design tools, was a significant savings contribution. In addition, by working closely with the local power provider and Bonneville Power Administration representatives during design, the City received \$90,000 of energy efficiency incentives.

#### WWTP IMMEDIATE NEEDS PROJECTS & FACILITY PLAN, CITY OF PASCO, WA

**REFERENCE:** Steve Brewer, Public Works Division Manager - Wastewater; m: 525 N Third Avenue, Pasco, WA 99301, p: 509.545.3465

> Murraysmith was selected by the City to complete a WWTP Facilities Plan Update and complete a number of Immediate Needs projects to address a biological

#### **Relevance to Sweet Home**

- » Aging facility
- » Rehabilitation instead of new
- » Affordability



of Immediate Needs projects to address a biological process deficiency associated with a large food processor discharging to the facility. Design was completed this summer and will be implemented by the end of the 2017.

The Facility Plan Update includes a comprehensive update to analyze deficiencies at the WWTP serving one of Washington's fastest grown communities. Also included in the Facility Plan is an anti-degradation evaluation to increase the mass load limits for the WWTP to provide for the increased flows and loads anticipated to be discharged from the facility in the next 20+ years. WWTP Immediate Needs Upgrades include:

- Primary Clarifiers: Implementing Chemically Enhanced Primary Treatment (CEPT) to increase overall plant capacity by improving TSS removal in the primary clarifiers using ferric chloride.
- 2. Trickling Filters: Installation of forced air ventilation to the existing trickling filter to increase loading rates and provide for manual hydraulic flushing.
- Aeration Basin: Bioaugmentation of the activated sludge process with highly settlable trickling filter solids to improve and stabilize the sludge volume index.
- Biosolids: Operational and data collection changes to anaerobic digestion process to allow consistent production of Class B Biosolids and eliminate a solids handling capacity limitation.

## WASTEWATER TREATMENT PLANT UPGRADES, PARKDALE SEWER DISTRICT, OR REFERENCE: Julie Routson, District Secretary; m: PO Box 194, Parkdale OR, 97041, p: 541.806.0291



Murraysmith is currently assisting with the design and construction of a new package membrane bioreactor (MBR) treatment facility to replace an aging conventional activated sludge treatment facility with

#### **Relevance to Sweet Home**

- » Aging facility
- » Affordability
- » CWSRF funding

severe deterioration in the existing tanks and equipment for which rehabilitation is not a cost-effective option. The new MBR facility consisting of a fine screen, MBR process and membrane basins, UV disinfection, and new control panel will be housed in a premanufactured metal building. A new influent pump station and standby generator will be constructed adjacent to the existing facility and electrical distribution equipment will be reused. Equalization storage will be provided in the existing aeration basins, which will be retrofitted to feed equalized flows back to the influent pump station for treatment following a peak flow event in the collection system.

## WWTRRF FACILITY PLAN AND PHASED UPGRADES, CITY OF PENDLETON, OR

**REFERENCE:** Bob Patterson, PE, Public Works Director; m: 500 SW Dorion Avenue, Pendleton, OR, 97801, p: 541.966.0241



Murraysmith is preparing a Facility Plan Update for the Pendleton Wastewater Treatment and Resource Recovery Facility (WWTRRF) that includes a condition assessment to address portions not upgraded in a previous \$18 Million treatment plant

- **Relevance to Sweet Home**
- » Rehabiilitation instead of new
  - » MLE treatment process
- » \$35,000 in energy incentives

expansion designed and managed by Murraysmith's Preston Van Meter. The previous upgrades included a new headworks, in-plant and RAS/WAS pump stations, new aeration basin (MLE treatment process), primary and secondary clarifier rehabilitation, disinfection system upgrades, primary digester rehabilitation and mixing system, FOG/FW receiving station, new solids dewatering facility and drying bed upgrades, and a new microturbine cogeneration facility. The upgrades were awarded over \$350,000 in energy efficiency incentives. Anticipated upgrades to be designed by Murraysmith following the completion of the plan update include:

- Disinfection upgrades to replace the existing chlorine gas system, potentially to use an on-site generation system.
- Upgrading all or one train of the existing aeration basin to an MBR to produced Class A recycled water.
- Rehabilitation of the secondary digester complex to provide new fixed digester covers, mixing system, boiler, hot water loop, and low pressure gas storage to improve microturbine operations.

#### WASTEWATER TREATMENT PLANT IMPROVEMENTS, CITY OF THE DALLES, OR\* REFERENCE: Dave Anderson, PE, Public Works Director; m: 6780 Reservoir Road, The Dalles, OR, 97058, p: 541.506.2008



Relevance to Sweet Home

- » PF AD treatment process
- » Rehabilitation instead of new
- » CWSRF funding

While with another firm, Preston Van Meter and Randy Bos served as Design Lead and Electrical Lead, respectively, for Oregon's first municipal progressive design-build (PDB) project to complete upgrades at The Dalles WWTP. The project involved revisiting and modifying the City's Recommended Plan in a recently completed Facility Plan Update to convert the facility to a Primary Filtration-Anaerobic Digestion (PF-AD) treatment process that reduced the cost of the recommended plan by over 50 percent. The facility experiences high peak flows due to I/I in the sanitary sewer collection system.

Design was completed in early 2017 and upgrades are now under construction, including reusing and upgrading the existing Influent Pump Station, adding a new headworks and influent flow metering, constructing primary filtration in the footprint of the old plant headworks, and constructing a new 180,000 gallon primary anaerobic digester. A Trojan Salsnes Primary Filter will be installed to divert solids to the new digester, allowing the existing aeration basin to meet process capacity requirements for the next 20 years.

#### RIVER ROAD PUMP STATION EXPANSION AND FORCE MAIN, CLEAN WATER SERVICES, OR

**REFERENCE:** Scott Woodbury, PE Mechanical Maintenance Division Manager; m: PO Box 16993, 2550 SW Hillsboro Highway, Hillsboro, OR, 97123, p: 503.547.8180



Relevance to Sweet Home » Energy efficiency incentives

- » Rehabilitation instead of new
- » Reduced O&M

Murraysmith completed planning, design, and construction management services for the second phase of expansion for the 10.4 MGD River Road Wastewater Pump Station serving a rapidly developing area in Hillsboro, Oregon. The station pumps directly to the headworks of the Clean Water Services Rock Creek Advanced Treatment Facility. The facility is a 40-foot deep caisson-style structure with a phased pumping arrangement featuring both submersible pumps and dry pit vertical non-clog pumps. Two 15-hp submersible pumps serve low flows and two high-capacity vertical non-clog centrifugal pumps VFDs provide peak flow capacity during wet weather events. The station is configured for installation of a third pump and VFD for ultimate peak flows. Pump control, ventilation, and bridge crane systems were also improved as part of the upgrade. Murraysmith also completed upgrades to the downstream force main and combination air-vacuum valves.

#### I/I ABATEMENT PROGRAM (PHASE 4), CITY OF SWEET HOME, OR\*

#### REFERENCE: Joe Graybill, Assistant City Engineer; m: 1140 12th Avenue, Sweet Home, OR 97386, p: 541.367.5128



#### **Relevance to Sweet Home**

- » Peak flow reduction
- » Renewed collection system assets
- » Project manager you know and trust

While with another firm, Rob Lee served as project manager for the largest and most successful phase of the City's I/I Abatement program. The City's collection system severely responds to I/I, and Rob managed the latest design and construction phase of rehabilitation and oversaw the post-rehabilitation modeling work. Results of the program include:

- Rehabilitation or replacement of 35 percent of some of the oldest and worst structural sewers, thereby extending their useful life and reducing risk out in the collection system.
- Reduction of City peak wet-weather flows from 22 MGD to 11.5 MGD and dryweather flows from 1 MGD to 0.7 MGD.
- Eliminated need for upsizing of 24-inch diameter trunk sewer that, prior to the I/I program, was under capacity

\* Completed by Murraysmith team members while with other firms

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## 3. WORK PLAN



Murraysmith's preliminary Work Plan for the Sweet Home WWTP upgrades is summarized in this section.

The Work Plan makes several key assumptions related to Murraysmith's vision for the Sweet Home WWTP and includes the following phases of work:

Prepare Combined Facility Plan Amendment and PreDesign

**Report.** Murraysmith's team has completed many projects where the Facility Plan was modified to implement a slightly different vision for the facility. Most recently, Murrysmith project manager Preston Van Meter led this exact process for the City of The Dalles WWTP expansion, reducing costs by 50 percent. The Facility Plan Amendment would be incorporated into the Preliminary Design Report with minimal impact on the overall PreDesign cost.

Update Flow and Load Projections. One element of the Facility Plan Murraysmith would propose to update is to incorporate the A focused effort to deliver practical solutions quickly will assure the City's investments are spent on upgrades rather than planning.

collection system rehabilitation plan we have proposed with a goal of keeping peak flows to the WWTP under 12 MGD over the 20-year planning horizon.

**Energy Efficiency Incentive Funding.** Murraysmith will work with Lisa Green from Energy350 and the Energy Trust of Oregon to develop the necessary documentation to maximize energy efficiency incentive funding for the City on the WWTP expansion project.

**Duration and Construction Phasing.** To simplify the schedule, Murraysmith has only shown the first phase of construction starting in 2019. The 15-month construction duration indicated on the schedule assumes a single phase of construction with an estimated cost of \$15 million. If the City elects to pursue a phased implementation plan, the duration in the schedule can be reduced by approximately one month per \$1 million of budget reduction.

Project Management Preliminary Design + Permitting Final Design Bidding Services Services During Construction

Post-Construction Services

## PHASE 1 – PROJECT MANAGEMENT

- 11. Project Kick-off Meeting. Conduct a project kick-off meeting with City staff, Murraysmith key team members, and subconsultants. Review project goals and objectives, schedule, and communications protocols.
- **1.2. Project Status Reports and Invoices.** Monitor project progress and prepare monthly status reports and invoices for City review.
- **1.3. City Council Presentations.** Prepare PowerPoint presentations and attend City Council meetings and workshops during design and construction.

## PHASE 2 – PERMITTING

#### 2.1 Anti-Degradation Evaluation and Mass Load Increase.

Complete an anti-degradation evaluation to support an NPDES winter season mass load increase for the WWTP discharge.

- 2.2 Outfall Environmental Permitting. Prepare Biological Assessment (BA) and DSL/USACE Joint Permit Application for construction of a new WWTP outfall.
- 2.3 NPDES Permitting Support. Provide ongoing support to City staff for the City's NPDES Permit throughout design and construction. Four DEQ meetings during the project.

## PHASE 3 – WWTP 2018 IMMEDIATE NEEDS IMPROVEMENTS (OPTIONAL)

- **3.1. Immediate Needs Upgrades PreDesign (TM 3-1).** Prepare 30% Preliminary Design for the installation of a new self-contained headworks fine screen and new aerobic digester jet aeration system and other immediate needs upgrades identified by the City and plant operators.
- **3.2. Immediate Needs Upgrades Final Design.** Prepare final design for WWTP Immediate Needs Upgrades authorized for Summer 2018 Construction.
- **3.3. Immediate Needs Upgrades Bid and Construction Services.** Provide bidding and construction services for WWTP Immediate Needs Upgrades (summer 2018).

## PHASE 4 – WWTP 30% PRELIMINARY DESIGN

- **4.1. WWTP Reference Site Visits.** Coordinate WWTP site visits to local facilities implementing technologies proposed for the Sweet Home WWTP.
- **4.2. Geotechnical Investigation and Recommendations Report.** Review past geotechnical information, conduct geotechnical field investigations, and prepare a Geotechnical Investigations and Recommendations Report for use during design and construction.
- 4.3. WWTP Updated Flow and Load Projections, Influent Characterization, and Collection System Rehabilitation Plan (TM 4-1). Prepare a collection system rehabilitation plan and update WWTP flow projections showing a design peak WWTP flow of 12 MGD. Develop a sampling and testing plan for completion of an influent characterization by WWTP operations staff to support design.
- **4.4. Influent Pump Station Upgrades Pre-design (TM 4-2).** Prepare preliminary design for rehabilitating the existing IPS to provide 12 MGD current peak flow capacity, expandable to 18 MGD.
- **4.5. Headworks & Primary Filtration Pre-design (TM 4-3).** Prepare preliminary design for the WWTP Headworks, including new 2mm or 3mm fine screens and primary filters. If necessary, incorporate the self-contained fine screen installed as part of the 2018 Immediate Needs Improvements into the headworks design.
- **4.6. Secondary Process Improvements Pre-design (TM 4-4).** Complete Biowin© process modeling for aeration basin upgrades using influent characterization data. Prepare Predesign for aeration basin upgrades, influent/ML flow split structures, RAS/WAS Pumping and Building Modifications, New Blower Room and secondary clarifier rehabilitation.
- **4.7.** Disinfection Improvements PreDesign (TM 4-5). Complete preliminary design for upgrades to convert the existing CCB to UV disinfection. Provide two trains of UV with two UV banks per train for redundant capacity of 12 MGD.

4.8. Anaerobic Digester Improvements Pre-design (TM-4-6).

Complete pre-design for converting the existing aerobic digester to anaerobic digestion, including fixed digester cover and new Solids Building with boiler, sludge heat exchanger and other equipment. The digester will be outfitted with a Vaughn Rotamix Pump Mixing System. Design for the adjacent sludge storage basin to store digested solids upstream of dewatering will be included if desired.

- **4.9. Solids Dewatering Improvements Pre-design (TM 4-7).** Complete preliminary design for the installation of new solids dewatering equipment in the existing Dewatering Building. Prepare preliminary design for ancillary facilities, including solids pumping and piping systems, non-potable water (NPW) supply, odor control, and dewatered cake storage and handling.
- **4.10. WWTP Outfall Upgrades Pre-design (TM 4-8).** Complete pre-design for the new outfall, including river outfall location, pipeline alignment, geotechnical requirements, environmental permitting considerations, and construction scheduling and sequencing. Update CORMIX© mixing zone model as required.
- 4.11. Plant Hydraulics, Process Schematic, and Civil PreDesign (TM 4-9). Prepare a WWTP profile, Process Flow Schematic Diagram and Design Criteria, and Civil Site and Yard Piping Plans for WWTP Upgrades.
- 4.12. Electrical, Instrumentation, and Controls PreDesign (TM
  4-10) Complete preliminary design for El&C upgrades to be included in WWTP construction. Electrical elements will include new standby generator, evaluation of plant electrical service, evaluation of electrical space needs for new facilities, and associated recommendations to support planned upgrades. Instrumentation and Controls elements will include conversion of the Sulfur Dioxide room to a Plant Control Room and implementation of a plant-wide SCADA system. P&IDs will be prepared for all WWTP unit processes.
- 4.13. Phase 1 Preliminary Construction Cost Estimate and Updated Project Schedule Technical Memorandum 09 (TM 4-11). Summarize all WWTP improvements from all Technical Memoranda. Prepare a 30% Engineers Estimate of Probable Construction and updated construction schedule for Phase 1 improvements.
- 4.14. Preliminary Design Technical Workshops. Conduct eight(8) final design workshops at the Sweet Home Public Works Building during Final Design.
- **4.15. Prepare Final Preliminary Design Report.** Incorporate City and DEQ comments and prepare a Final PDR.

## PHASE 5 – FINAL DESIGN

5.1 General Design. Prepare general design drawings prepared in preliminary design, including the plant hydraulic profile, design criteria, process schematic diagram, notes, and standard details.

- 5.2 Civil Design. Prepare civil and site design drawings, including Civil Demolition Plan, Civil Site Plan, Grading and Drainage Plan, Erosion Control Plan, Yard Piping Plan, and related.
- **5.3 Process and Instrumentation (P&ID) Design.** Prepare P&IDs major unit process and prepare detailed control strategies or systems and equipment to be implemented during construction.
- **5.4 Architectural Design.** Prepare architectural drawings for new buildings and remodeled spaces included in the project. A code review sheet for all facilities will be included in the architectural drawings.
- **5.5 Structural Design.** Structural drawings will be prepared for all buildings, tanks, and treatment structures. Information required to obtain building permits will be prepared and submitted to the local building official. Building permit fees will be paid by the City.
- **5.6 Mechanical Design.** Prepare mechanical drawings for all new equipment included in Phase 1 design. HVAC drawings will also be provided for new or remodeled structures or unit processes requiring ventilation.
- **5.7 Electrical Design.** Prepare electrical design for all WWTP upgrades, and new and remodeled spaces. A new standby generator with associated switchgear will be provided in the existing building.
- **5.8 Instrumentation P&ID Design.** Prepare P&IDs for major unit processes included in the Phase 1 WWTP upgrades.
- 5.9 Design Phase SCADA & PLC/HMI Programming and Workshops. Develop a SCADA System Network Diagram identifying major components of the new SCADA System. The diagram will identify the PLCs, computers, peripherals, network devices, network topology, and inter-connection. Conduct a workshop to present the proposed SCADA system and sample screens to City staff and plant operators. The system will be designed using Rockwell FactoryTalk SE.
- **5.10 Final Design Technical Workshops.** Conduct four final design workshops at the Sweet Home Public Works Building during Final Design.
- 5.11 Prepare 60% Contract Documents (60% CDs). Prepare the 60% CDs including drawings, "front end" and critical equipment technical specifications and 60% Engineers Opinion of Probable Construction Cost. Conduct a workshop with City staff to review the 60% CDs.
- 5.12 Prepare 90% Contract Documents (90% CDs). Prepare the 90% CDs including drawings, "front end" and technical specifications and 90% Engineers Opinion of Probable Construction Cost. Conduct a workshop with City staff to review the 90% CDs.
- **5.13 Regulatory, Construction, & Building Permit Submittals.** After initial City review, the 90% construction drawings and specifications will be submitted to regulatory and permitting agencies for review and approval, including Oregon Department of Environmental Quality.
- **5.14 Prepare Final Contract Documents (Final CDs).** Incorporate comments from the City, Building Official, and DEQ and prepare Final CDs.



Our focus on reuse and rehabilitation will drive the capital cost down without sacrificing quality. Two examples of our approach include:

1. The existing IPS concrete appears to be in good condition and can be easily retrofitted.

2. The old structure next to the IPS could potentially be used for sidestream dewatering filtrate/centrate treatment.

### PHASE 6 – BID PERIOD SERVICES

- 6.1 Pre-Bid Conference
- 6.2 Allowance for Responses to Bidder Inquiries and Questions
- 6.3 Allowance for Addenda
- 6.4 Bid Opening
- 6.5 Allowance for Bid Evaluation Support
- 6.6 Prepare Conformed Drawings

## PHASE 7 – SERVICES DURING CONSTRUCTION

- 7.1 Pre-Construction Conference
- 7.2 Construction Site Visits and Meetings
- 7.3 On-site Construction Observation
- 7.4 Submittal and RFI/C Reviews
- 7.5 Change Order Review Support
- 7.6 Construction Phase SCADA & PLC/HMI Programming and Workshops
- 7.7 Final Acceptance, Punch List, and Contract Closeout
- 7.8 Prepare Record Drawings

## PHASE 8 – OPERATIONS & POST-CONSTRUCTION SERVICES

- 8.1 Plant Startup & Troubleshooting
- 8.2 SCADA System Technical Support
- 8.3 Prepare Electronic Operations and Maintenance (eO&M) Manual



## 4. PROJECT SCHEDULE



Your operations staff will benefit from immediate results and the reduced overall capital cost will allow more upgrades to be completed earlier to salvage existing WWTP assets.

Murraysmith's proposed schedule is shown on pages 19 and 20. While the scope of the first phase of upgrades will be determined working collaboratively with City and plant operations staff, we anticipate meeting the following timelines for each phase of work.

	2017			2018				2019				2020				
Schedule Overview for WWTP Upgrades	Q1 (	22 (	23	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Immediate Needs Upgrades (optional)				- 4												
Preliminary Design																
Final Design																
Bidding/Controls/NTP																
Construction																

### **2018 Immediate Needs Project Option**

While the detailed schedule shows the first phase of construction starting in the summer of 2019, Murraysmith has identified a potential "immediate needs" project that could be designed on a parallel track as Preliminary Design to allow construction next summer. Based on our meetings with City staff, there appear to be two pressing needs that would save operators considerable time if addressed as soon as possible.

Immediate Needs Project 1: Installation of New Fine Screen. The existing manual bar screens upstream of the WWTP allow considerable rags and other inert materials to bypass the screens into the downstream process. These materials collect in the aeration basin and have a dramatic impact on downstream processes. Immediate relief for operators could be provided by the installation of a fine screen in a self-contained enclosure. Similar to the Huber Rotary Drum Fine Screen shown to the right, this could then be incorporated into the ultimate headworks design to avoid a "sunk" investment.

**Immediate Needs Project 2: New Aerobic Digester Aeration System.** Another issue that impacts operations, as witnessed by Murraysmith during our plant tour, is plugging and performance of the existing aerobic digester aeration system. An option to improve aeration system performance could be the installation of jet aeration system similar to the example provided in the photo to the right. If the City converts to anaerobic digestion, the jet aeration system could potentially be reused in the swing zones as part of Murraysmith's proposed plug flow aeration basin upgrades.





	2	201	17	2018														
					_	_		_		_	_						_	_
Task Name	10	11	12	1	2	3	4	5	6	/	8	9	10	11	12	1	2	3
Phase 1 Project Management																		
Estimated NTP from City																		
Collect Background Information				-				Mur	rays	mit	h's	tear	n					
Project Kickoff Meeting								is re	eady	and	l av	ailab	le					
Project Status Reports and Invoices (Monthly)								to s	tart	; im	тес	liate	ly					
City Council Presentations (As Required)																		
Phase 2 Permitting																		
Anti-Degradation Evaluation and Mass Load Increase					-	←												
Outfall Environmental Permitting																		
Phase 3 WWTP 2018 Immediate Needs Improvements																		
Immediate Needs Upgrades PreDesign																		
Immediate Needs Upgrades Final Design																		
Immediate Needs Upgrades Bid & Construction Services																		
Phase 4 WWTP Phase 1 30% PreDesign																		
WWTP Reference Site Visits																		
Geotechnical Investigations & Recommendations Report																		
TM 4-1 WWTP Flows/Loads, Influent Data, CS Rehab						•	←											
PreDesign Workshop 1 - WWTP Flows & CS Rehab																		
TM 4 2 Llas duerke (Primer : Filtration ProDesign				-	-													
TM 4-3 Headworks/Primary Filtration PreDesign																		
The A Secondary Draces BroDesign						1												
TM 4-4 Secondary Process PreDesign							-											
ProDesign Workshop 3 - Secondary Process & Disinfection																		
TM 4-6 Anaerobic Digester PreDesign																		
TM 4-7 Dewatering PreDesign						1	-	1										
PreDesian Workshop 4 - Outfall/Hydraluics																		
TM 4-6 Outfall PreDesign																		
TM 4-7 Civil/Hydraulics PreDesign								1	T.									
PreDesian Workshop 5 - Solids Upgrades																		
TM 4-10 El&C PreDesign										•								
PreDesign Workshop 6 - El&C PreDesign																		
Prepare Draft PDR																		
City and DEQ PDR Review Meetings																		
Prepare Final PDR																		
PreDesign Completion																		
Phase 5 - Final WWTP Design													1					
Prepare 60% Contract Documents (60% CDs)																		
City - 60% CDs Review Period																		
Propose 90% Contract Documents (90% CDc)																		
City - 90% CDs Review Period														-				
Final Desian Workshop 2 - 90% Desian Review																		
DEO and Building Official - 90% CDs Review Period																		
Prepare Final Contract Documents (Final CDs)																		
Phase 6 - Bidding & Contracts																		
Bid Advertisement																		
Bid Opening																		
City Council Award																		
Contracts																		
Notice to Proceed																		
Phase 7 - Construction																		
Start Construction																		
Construction to Substantial Completion (Duration Depends on Scope)																		
Substantial Completion Inspection & Punch List																		
Final Construction and Startup																		
Contract Closeout																		
Project Completion Date	1	1	1		1	1			1		1							i





## PRESTON VAN METER, PE

### Project Manager & Permitting Lead

Preston will be the primary contact and overall project manager for the Sweet Home WWTP Improvement project. He is an experienced civil and environmental engineer who leads the planning, design, and construction management of wastewater treatment facilities, wastewater pump stations, digester gas utilization facilities, and recycled water facilities. Preston's experience managing similar wastewater projects for Oregon communities will assure the best plan is delivered for Sweet Home's rate payers.

## SELECT PROJECT EXPERIENCE

#### WWTP FACILITY UPGRADES, CITY OF PENDLETON, OR; Project Manager and Design Lead.

Responsible for the \$18 million plant expansion to address issues with aging facilities and to meet stringent new Ammonia-Nitrogen NPDES Permit limits. A full plant condition assessment was completed during planning to assess the condition and develop recommendations for all structural, mechanical, and electrical facilities at the treatment plant. Improvements included rehabilitation of the one primary clarifier and one secondary clarifier, including concrete coatings, new clarifier mechanisms for sludge and scum removal, primary waste pumping upgrades, and other miscellaneous upgrades.

#### WWTP PROGRESSIVE DESIGN-BUILD. CITY OF THE DALLES, OR; Project Design Lead.

Partnered with Mortenson Construction. The project will provide for the design and construction of a new influent pump station and headworks facility including screening and grit removal equipment, conversion of an existing 180,000-gallon biosolids storage vessel into an anaerobic digester, and aesthetic improvements to the treatment facility. The method of contract delivery is progressive design-build, the first in the State of Oregon.

#### WWTP DESIGN AND CONSTRUCTION, CITY OF DUNDEE, **OR**, Project Manager.

Led planning, design, permitting and construction services for construction of a new Class A recycled water facility in the City of Dundee to replace an aging and undersized facultative lagoon facility. The new facility is a membranebioreactor, with a new headworks with fine screens, new influent pump station, UV disinfection, and a new lab and office building.

#### **DURHAM AWWTP SECONDARY IMPROVEMENTS, CLEAN WATER** SERVICES, OR; Project Manager.

Preston was responsible for development of a project deliver analysis, preliminary and final design, and construction management for secondary process improvements at the Durham Advanced Wastewater Treatment Plant for Clean Water Services. The fast-track project involved the addition of slide gates and stop gates for process control, replacement of scum mechanisms and addition of launder brushes on 3 secondary clarifiers, clarifier launder wall concrete repairs, replacement of a clarifier drive, and other misc. improvements.



#### YEARS OF EXPERIENCE 23

#### EDUCATION

- MS, Environmental and Water Resources Engineering, University of Michigan
- BS, Civil Engineering, Oregon State University
- BS, Business Administration, Oregon State University

#### REGISTRATION

Professional Engineer - OR & WA

#### **PROFESSIONAL ACTIVITIES**

- Water Environment Federation
- Pacific Northwest Clean Water Association
- Oregon Association of Clean Water Agencies
- Design-Build Institute of America

#### UNIQUE QUALIFICATIONS

- Expert in innovative approaches to WWTP upgrades
- Designed upgrades for WWTPs in over 15 Pacific Northwest communities
- · Specializes in facility rehabilitation
- · Long history of delivering complex projects on time and within budget

#### WWTP IMPROVEMENTS PROJECT, CITY OF HUBBARD, OR; Project Manager.

Preston managed the design and construction management of improvements at the City of Hubbard's wastewater treatment plant. Improvements included a new headworks, new blower complex, conversion of a large basin to a selectoractivated sludge treatment process, and construction of a new centrifuge in a new building with adjacent dewatered sludge holding area.

#### FOREST GROVE WWTP UV/EPS FACILITY CONCEPTUAL DESIGN, CLEAN WATER SERVICES, OR; Project Manager/Technical Leader.

Preston led design of a new UV Disinfection and Effluent Pump Station for the Forest Grove WWTP. This involved developing conceptual designs for effluent pump station upgrades to deliver treated effluent to the Fernhill Western Wetlands, pump 38 MGD of peak winter flows to a new Tualatin River outfall and a variety of potential plant and recycled water uses throughout the plant. Disinfection upgrades to replace the aging Trojan 3000 UV system at the plant involved an evaluation of open channel and closed vessel UV options, site visits and development of preliminary layouts and life-cycle costs for several different manufacturers. Conceptual layouts, hydraulic profiles, capital and life-cycle costs were all developed as part of the conceptual design leading into the next phases of work and closely following completion of the Fernhill Western Wetlands.

#### FERNHILL NATURAL TREATMENT SYSTEM, CLEAN WATER SERVICES, OR; Project Manager.

Preston was responsible for management of a multidisciplinary team to provide engineering services and permitting support for a natural treatment wetland facility. The existing facilities consist of three "retired" wastewater stabilization lagoons occupying a 90-acre area. In an effort to comply with current and future wastewater regulations, including temperature, nutrients, metals and constituents of emerging concern, Clean Water Services is developing the lagoons into a constructed wetland natural treatment system that will also provide wildlife habitat and public recreation. The project is currently in construction and includes a natural treatment wetland, water feature, foot bridges, walking trails, development of additional capacity for hyporheic discharge to the Tualatin River, modifying surface water hydraulics, NPDES permitting support, and demonstrating reclaimed water application for irrigation purposes. This project will be one of the largest tidal flow wetland systems in the world that is planned to fully nitrify up to 6 MGD of final effluent.

#### **WWRP TMDL, CITY OF CORVALLIS, OR;** *Project Manager.*

Responsible for numerous phases over a seven-year period related to developed a program for the City's compliance with the Willamette River Total Maximum Daily Loads for Temperature and other pollutants of concern. Planning involved development of an initial feasibility study to review numerous options followed by a more detailed feasibility study to forward four alternatives for more detailed investigation. After an exhaustive public process, the preferred alternative was determined to be the East Alternative involving construction of a new effluent pump station at the, a pipeline under the Willamette River, irrigation of Class C Recycled Water at Trysting Tree Golf Course owned by Oregon State University. an overland flow constructed treatment wetland system at the Orleans Natural Area and indirect (hyporheic) discharge to the Willamette River upstream of the City's existing WWTP outfall.

#### LINCOLN CITY WWTP DEWATERING FACILITY; Project Manager.

Preston served as project manager and design lead for a fast-track dewatering facility upgrade at the Lincoln City WWTP to address an urgent issue related to the City's loss of biosolids land application sites. Following pilot testing of multiple units, the City selected an Andritz centrifuge through a competitive selection process. The centrifuge and pre-engineered building were purchased by the City to expedite project completion. Commissioning of the facility was started approximately 7 months after the start and allowed the City to begin processing solids before the capacity of their existing sludge lagoons was exceeded.

#### WASTEWATER ENGINEERING ON-CALL CONTRACT, CLEAN WATER SERVICES,

**OR;** Project Manager/Technical Leader. For the past 10 years serving as Contract Manager, Project Manager and technical lead on a wide variety of projects for Clean Water Services. This has included over 50 projects at the Durham AWWTP, Forest Grove WWTP. Fernhill Wetland Natural Treatment System as well as several pump stations. Projects completed on this long-term contract have included clarifier rehabilitation, aeration system evaluations, turbo blower installation, pumping system improvements, piping replacement, odor control facilities and a wide range of other projects. Many projects have been on an emergency basis, several with bid-ready contract documents produced within one week from notice to proceed.

#### WWTP IMPROVEMENTS, CITY OF VERNONIA, OR; Project Manager.

Phase 1 includes the design and construction of 3 pump stations, a new 8,000-foot force main, new WWTP headworks and membrane pilot testing for production of Oregon Level IV reclaimed water. Phase 2 will include a major upgrade of the existing lagoon system, including lining the lagoons, a new lab and operations building, installation of a SCADA system, construction of membrane facilities, and a new chlorine contact chamber. The project also involves ongoing negotiations with DEQ, funding assistance and a rate study and construction of a mitigation wetland on City-owned property adjacent to the WWTP.

#### WWTP IMPROVEMENTS, CITY OF LA CENTER, WA; Project Manager.

Project Manager and Design Lead for conversion of an existing Sequencing Batch Reactor WWTP into a Membrane Bioreactor. The project also involved applications for funding, rate studies, regulatory permitting, SBR operations support and expansion of the plant's solids processing and handling facilities.

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## CRAIG ANDERSON, PE

#### Technical Advisor - Overall

Craig brings 23 years of experience as a designer, project engineer, and project manager for all types of wastewater, water, and stormwater projects. He provides broad expertise in water distribution, sewage collection, and wastewater treatment planning, design and construction. Craig is our firm's Inland Empire region's wastewater treatment group lead.

Craig has helped numerous clients across the Pacific Northwest address their water and wastewater system conveyance and treatment needs. With experience ranging from the planning, permitting, design, and construction coordination of wastewater, water, and stormwater systems for essentially "new cities" in western Washington to master planning and wastewater treatment design in southern Idaho, he possesses the skills necessary to guide a team to meet any of your wastewater system needs.

#### SELECT PROJECT EXPERIENCE

#### WASTEWATER FACILITY SECONDARY TREATMENT UPGRADE IMPROVEMENTS, CITY OF IDAHO FALLS, ID; Project Manager.

To meet year-round nutrient removal requirements for the 18-mgd design flow, a new secondary treatment system was required. The final design included an upfront Block & Hong style selector followed by three single-pass, fourzone aeration basins with initial anoxic/ aerobic "swing" zones. Other facility upgrades included a new primary effluent lift station, a third secondary clarifier, turbo blowers, RAS/WAS pump systems, and extensive site/yard utility improvements. Murraysmith supported the City to develop funding and worked with the Idaho DEQ and EPA Region 10 to meet requirements of the City's SRF loan a Consent Agreement. Murraysmith also worked closely with the power utility to develop an energy incentive payment of \$150,000 by significantly reducing the energy demand at the WWTP. Construction bids for this \$21 million construction project were opened early in 2013 with the three lowest bidders being within 1.5% of each other. Construction was completed on time and in budget in 2015, with Murraysmith providing

full-time construction administration and observation support. The project was awarded first place in ACEC of Idaho Engineering Excellence Award Competition.

As part of this project, Murraysmith also provided design and construction phase services for the City's Primary Effluent Lift Station (PELS) which pumps the effluent from the primary clarifiers to the aeration tanks. The pump station has six submersible pumps that are divided between two separate wet well chambers, providing a firm capacity of 49 MGD. During average flows, only one chamber is required and the other chamber can be isolated, allowing the City to easily maintain the facility and equipment. The pumps discharge into an adjacent basin that flows to the aeration basin via a 54-inch low pressure pipeline.

#### COMPREHENSIVE SEWER PLAN, CITY OF PASCO, WA; Treatment Lead.

Craig served as treatment lead for the City of Pasco's Comprehensive Sewer Plan project. The City of Pasco is a 60,000 population Washington community on the Columbia River, currently served by a single



## YEARS OF EXPERIENCE

#### EDUCATION

- ME, Civil Engineering, (Water/ Wastewater Treatment Emphasis), University of Idaho
- BS, Civil Engineering, University of Idaho

#### REGISTRATION

Professional Engineer - OR, WA, & ID

#### **PROFESSIONAL ACTIVITIES**

- Water Environment Federation
- Pacific Northwest Clean Water Association
   2015 Conference Chair
- Oregon Association of Clean Water Agencies
  - Water Quality Committee

#### UNIQUE QUALIFICATIONS

- Worked on over 20 WWTP upgrades
   projects
- Expert in WWTP capacity analysis and optimization
- Specializes in energy efficiency
- Extensive experience with existing unit process reuse, rehabilitation, and repurposing

#### CRAIG'S SELECT PROJECT EXPERIENCE CONTINUED

conventional activated sludge wastewater treatment plant. Murraysmith was retained to complete a Comprehensive Sewer Plan and provide predesign engineering services for a second wastewater treatment plant. Work included analysis of the collection system and treatment facilities, and development of a new GIS-based collection system model with flow monitoring to calibrate, and analysis of deficiencies to develop an updated 20-year CIP. Pasco is served by a single conventional activated sludge WWTP. Hydraulic modeling revealed capacity in the collection system was available, with minor diversions and improvements, to direct flows to the existing WWTP, eliminating the need for a second WWTP. This provided a savings of over \$15 million in deferred improvements over the next ten years.

#### WASTEWATER FACILITY PLAN, CITY OF IDAHO FALLS, ID; Project Manager.

Craig led a planning project for the City of Idaho Falls to prepare a wastewater facility plan that evaluates existing and 20-year hydraulic and unit process components. The plan includes updating population and flow projections for the City and wholesale customers. The plan will also include a collection system deficiency analysis and close coordination with the Department of Environmental Quality.

#### WASTEWATER TREATMENT PLANT EXPANSION, CITY OF KENNEWICK,

## **WA;** *Project Engineer/Resident Project Representative.*

Craig was project engineer/designer for the Wastewater Treatment Plant Expansion for the City of Kennewick. As project engineer and designer, he was involved in the initial planning, feasibility study, facilities planning, and eventual design of a 12.2mgd wastewater treatment plant expansion. This project augmented and upgraded the City's existing two cell facultative lagoon system to meet increasing growth and regulatory requirements. The project included the upgrade of the existing screening facility, new influent flow monitoring, a new influent pump station, aerobic treatment cells, a new intermediate clarifier and associated WAS/RAS pump station, a new flash mix/flocculation basin, three additional rectangular clarifiers, and upgrades to the existing effluent pump station. During construction, Craig served as the project field representative and led the management of construction services.

#### WEST BOISE PHASE 3; STAGE 2 WASTEWATER TREATMENT FACILITY IMPROVEMENTS, CITY OF BOISE, ID; Project Manager.

Craig was the project manager for the predesign, design, and construction of the City of Boise's Phase 3, Stage 2 West Boise WWTF Improvements. This project consisted of approximately \$7.5 million in modifications to the City's existing South Plant at the West Boise complex. The majority of the improvements were associated with an upgrade of the aeration basins from mechanically aerated completemix basins to two-pass plug flow basins with biological nutrient removal. This project (along with the previously completed Phase 3, Stage 1 work) received first place in the Water/Wastewater Design Category of the 2005 ACEC of Idaho Engineering Excellence Awards.

#### WASTEWATER TREATMENT PLANT CAPACITY ASSESSMENT, CITY OF NAMPA, ID; Project Manager.

Craig served as project manager, leading a capacity assessment of the City of Nampa's WWTP. The results of this fast-track study will be documented and submitted to both the Idaho Department of Environmental Quality and Region 10 of the Environmental Protection Agency as justification for a higher plant capacity rating in the City's pending new NPDES discharge permit. At the completion of this work, both a WWTP specific hydraulic and process model were delivered to the City. Craig served as program manager for the \$200 million wastewater treatment plant improvement project through 2011.

#### WASTEWATER FACILITY PRIMARY TREATMENT UPGRADE IMPROVEMENTS, CITY OF IDAHO FALLS, ID; Project Manager.

Craig managed this project which required upgrades to provide redundancy, rehabilitation, and replacement of the existing 70-year-old clarifier and grit removal systems. During predesign, the concept was modified (at marginal added cost) to include primary sludge thickening/fermentation. This change was done to protect the plant's phosphorus removal biology due to reductions in industrial sewer discharges after the completion of the Facility Plan. The final design included a raw-sewer rock trap, a new 115-foot diameter primary clarifier, upgrades to the existing primary clarifier, an operational change to simultaneous primary sludge and grit removal, and a new primary sludge pump station that discharges to hydrocyclones and grit classifiers. The washed arit is discharged to existing roll-off screenings containers while the de-gritted sludge is sent to the 50-foot diameter gravity thickener. The gravity thickener was sized to ferment the sludge and allow the effluent supernatant to carry the VFAs to the secondary treatment system. The gravity thickener will also provide approximately 6% thickened sludge feed to the existing digesters and increase their available capacity. Murraysmith is presently providing full-time construction administration and observation support. Construction is anticipated in the fall of 2018.

## AUSTIN RAMBIN, PE

#### **Project Engineer**

Austin has over 16 years of experience in a broad range of municipal projects including water, wastewater, stormwater and transportation facilities. He has excelled in advising clients from the planning process through construction and start-up. He has completed many wastewater-related projects, spanning from small, on-site septic systems to large municipal and industrial treatment plants. Austin has completed design and construction oversight for over 30 wastewater improvement projects. He has an exceptional ability to work collaboratively with all parties to ensure a project's success and will help deliver a project that is founded on strong communication and transparency.

#### SELECT PROJECT EXPERIENCE WWTRRF FACILITY PLAN AND DISINFECTION SYSTEM UPGRADES, CITY OF PENDLETON, OR; Project

Engineer. Austin is currently preparing a Facility Plan Update for the Pendleton Wastewater Treatment and Resource Recovery Facility (WWTRRF). The plan includes a detailed evaluation of the existing WWTRRF, including a detailed condition assessment of all unit processes. Anticipated upgrades following completion of the plan update include: disinfection upgrades to replace the existing chlorine gas system, conversion of existing aeration basin to an MBR with UV disinfection, and secondary digester complex rehabilitation and expansion to provide new digester covers, mixing system, boiler, hot water loop and low-pressure gas storage.

#### HOODLAND WATER RESOURCE RECOVERY FACILITY MODERNIZATION, CLACKAMAS COUNTY WATER ENVIRONMENT SERVICES, OR; Project Engineer. Austin

is in the design stage of modernizing the Arrah Wanna Pump Station which includes pump replacement and firm capacity expansion, addition of variable frequency drives, electrical and controls replacement, and connection to WES' SCADA system. Modernization at the WRRF includes replacing the emergency generator to accommodate increased loading for the pump station upgrade and future secondary treatment upgrade, replacement of the existing motor control center, and a new SCADA control panel to allow for remote monitoring and partial automation of the facility.

#### COCHRAN ROAD PUMP STATION MODIFICATIONS, FULTON COUNTY,

**GA;** *Project Engineer/Manager.* Austin served as design lead and project manager for modifications to a pump station that conveys wastewater for a portion of the City of Atlanta. The station is wet pit/dry pit style with a capacity of 3 MGD with no significant upgrade since its installation in 1971. The site footprint was a limiting factor that drove the upgrade approach. Austin worked early with the County to identify the critical path and stakeholders involved for this sensitive project.

#### GREAT SOUTHWEST PUMP STATION MODIFICATIONS, FULTON COUNTY, GA; Project Engineer/Manager.

Austin served as project engineer and manager for modifications to a pump station that conveys wastewater for a portion of the City of Atlanta. The station is wet pit/dry pit style with a capacity of 1.5 MGD with no significant upgrade since its installation in 1966. Austin hosted a workshop to discuss converting the structure to a submersible station which enabled the County to make an educated decision early in the design process.



## YEARS OF EXPERIENCE

0

#### EDUCATION

 BS, Civil Engineering Technology, Southern Polytechnic State University

#### REGISTRATION

Professional Engineer - GA (registration pending in Oregon & Idaho)

#### **PROFESSIONAL ACTIVITIES**

- American Society of Civil Engineers
- American Council of Engineering Companies
- Pacific Northwest Clean Water
   Association

#### UNIQUE QUALIFICATIONS

- Wastewater facility condition
   assessment for over 20 facilities
- Wastewater treatment planning and construction over sight for over 30 WWTP improvements projects
- Sanitary sewer collection system planning, evaluation, and design for over 40 clients.

## ROB LEE, PE

#### Collection System Rehabilitation

Rob has 20 years of experience providing engineering services for projects involving wastewater and storm water collection, conveyance, and treatment. Rob's experience includes trenchless rehabilitation and condition assessment, inflow/ infiltration studies and infrastructure evaluations, wastewater conveyance and treatment design, preparation of contract drawings and specifications, preparation of as-built plans, shop drawing, and submittal reviews, and construction oversight and management.

#### SELECT PROJECT EXPERIENCE I/I ABATEMENT PROGRAM, CITY OF SWEET HOME; Project Manager.

This decade-long program focused on reducing excessive flows to the City's wastewater treatment plant. Flow monitoring and modeling were key to identifying the leakiest basins in the City and Rob helped develop a long-term program to address the I/i. Four phases of rehabilitation were implemented focusing on sewer mains, laterals, and manholes. Rob served as engineer of record, as well as construction manager, for the largest and most recent phase. To date, the City has invested \$17M with a 50% reduction in wet-weather peak flows. Rob also served as the consultant point of contact for coordination with the Oregon Department of Environmental Quality (DEQ), as the rehabilitation work was being conducted under a Mutual Agreement and Order between DEQ and the City.

#### LARGE-SCALE SEWER **REHABILITATION PROGRAM (LSSRP). CITY OF PORTLAND BUREAU OF ENVIRONMENTAL SERVICES, OR** (2011-PRESENT); Technical Lead.

Rob served as technical lead for Brown and Caldwell's (Similar to Murraysmith's) \$5M in contracted services. In this role, Rob coordinated and delivered the designs for six project areas as part of the program. He has also served as technical lead and project manager on a multi-year Large Diameter Sewer Condition Assessment program in support of the LSSRP. Rob introduced an approach that demonstrated that holistic replacement (i.e., laterals, manholes,

inlets in addition to failing pipes) was not ideal for extending the life of the City's assets, and that using the same condition-based City approach for all assets could save significant budget while managing the City's risk. This approach has been adopted by BES' internal project teams, as well as other BES consultants, lowering construction costs and significantly reducing the program's carbon footprint.

#### **TRUNK LINE INSPECTION/ REHABILITATION PROGRAM, CLEAN** WATER SERVICES, OR; Project Engineer.

Rob assisted the District with its large diameter inspection and rehabilitation program for trunk sewers 24 inches or larger in diameter with some up to 84 inches in diameter. Rob led the inspection and assignment of condition grades for the last four years of the District's Trunkline Inspection Program, and he helped develop the currently used seven-year program for systematically inspecting the District's large diameter sewers on a recurring basis. The Inspection Program has yielded inspection data on over 400,000 linear feet of largediameter trunk sewers. Inspection data was used to develop a program to identify the appropriate rehabilitation/ replacement of deficient sewers. The project involved selecting appropriate rehabilitation methodologies based on sewer condition and field inspections to identify constructibility and permitting issues. The results were documented in a Large Diameter Trunkline Sewer



#### YEARS OF EXPERIENCE 20

#### EDUCATION

- Master of Engineering, Civil and Environmental Engineering, Cornell University
- BS, Civil and Environmental Engineering, Cornell University

#### REGISTRATION

Professional Engineer - OR & WA

#### **PROFESSIONAL ACTIVITIES**

- PNCWA Collection Systems Committee, Immediate Former Chair
- Pacific Northwest Clean Water Association

#### CERTIFICATIONS

- Certified NASSCO Pipeline Assessment Certification Program (PACP)
- Certified Construction Documents Technologist (CSI)
- Confined-Space Entry 29 CFR 1910.146(g) OSHA
- Construction Safety Awareness 29 CFR 1926.21 (b) OSHA

#### UNIQUE QUALIFICATIONS

- Sweet Home I/I Abatement Program Lead, 2009-2016
- Successful I/I reductions for four long-term programs on West and East Coasts
- National published author on collection system rehabilitation and I/I abatement
#### **ROB'S SELECT PROJECT EXPERIENCE CONTINUED**

Rehabilitation Report that included costs and a priority for performing the improvements. Rob was the primary author of the Report, a living document that is updated annually as new condition assessment data is collected.

#### I/I PROGRAM DEVELOPMENT, CITY OF ST. HELENS, OR; Project Manager.

The City of St. Helens has been addressing infiltration and inflow (I/I) in its sanitary sewer system through the development and implementation of an I/I reduction program. Flow monitoring, hydrologic and hydraulic modeling, CCTV, and smoke testing were conducted on the City's entire sanitary sewer system (250,000 lineal feet) to identify sources of infiltration and inflow.

#### BRANDYWINE HUNDRED I/I PROGRAM, NEW CASTLE COUNTY, DELAWARE; Assistant Program Manager.

Development of an I/I reduction program in response to an EPA-mandated consent decree requiring the elimination of SSOs. The \$250M Brandywine Hundred Program involved the condition assessment of almost 384 miles of sanitary sewers. Field work included above-grade wetweather observations, nighttime weiring, smoke testing, dye testing, extensive flow monitoring and hydraulic modeling, CCTV inspection, zoom camera inspection, and manhole inspections.

#### HILLCREST ORCHARDS SEWER REHABILITATION CITY OF FREDERICK, MD; Project Manager.

The City of Frederick was experiencing overflows in the form of basement backups and manhole overflows. In-house flow metering showed a large contributor of excess wet weather sanitary flows was from a small residential area, Hillcrest Orchards. Rob served as the project manager for the physical condition assessment of 22,000 LF of 8" and 10" gravity sewers, hydraulic condition assessment of the system, design of cured-in-place lining of the mains and laterals, packer injection grouting (test and seal) of the mains and laterals, excavated point re-pairs, and manhole rehabilitation. The work included CCTV review, field inspections, AutoCAD design drawings, specifications, cost estimating, and bid package preparation.

#### BURLINGAME TRUNK SEWER ENLARGEMENT PROJECT, CITY OF PORTLAND, OR; Project Engineer. Served as Design Lead and Engineer of

Record for the rehabilitation of 1,500 feet of 30-inch sewer using reinforced CIPP. Use of reinforced CIPP allowed for future hydraulic capacity.

#### LAKE OSWEGO INTERCEPTOR SEWER PROJECT, CITY OF LAKE OSWEGO, OR; Project Engineer.

Design lead on the rehabilitation of 12,000 feet of 8-inch and 10-inch in-water sewers using CIPP, 6,000 feet of 16-, 18-, 24-, and 36 inches of in-water interceptor using CIPP, and the rehabilitation of over 40 manholes. Involvement also included the development of an entirely new quantitative prequalification process for the unique construction required to construct the interceptor.

#### PUBLICATIONS

"Sweet Home's I/I Abatement Program: A Picture of Success," 2013 Annual Conference, Pacific Northwest Clean Water Association, Bend OR, September 16, 2013.

"Interpreting Storm Flow Data to Determine Types of Infiltration and Inflow," Proceedings, Pipelines 2005: Optimizing Design, Operations and Maintenance; Conference of the American Society of Civil Engineers. (ASCE), Houston TX, August 21-24, 2005.

"Rehabilitation of a Hydraulically-Limited Pipe 30-feet Deep Under I-5," Proceedings, Annual Conference and Exhibition of the North American Society of Trenchless Technology (No-Dig 2012), Nashville TN, March 12-14, 2012.

"Prequalification – A Defensive Measure in Today's Bidding Climate," 2010 Annual Conference, Pacific Northwest Clean Water Association, Bend OR, October 25-27, 2010.

"Long-Term CIPP Performance and Its Design Implications," Water Practice, Volume 1, Issue Number 6 (December 2007): 1-12.

# DR. DAVID STENSEL, PHD, PE (UW)

## Technical Advisor - Process

David is Professor of Civil and Environmental Engineering at the University of Washington. Prior to his academic positions, he spent 10 years in practice developing and applying industrial and municipal wastewater treatment processes. His principal research interests are in the areas of wastewater treatment, biodegradation of hazardous substances, biological nutrient removal, sludge processing methods, and water reuse. He has authored or coauthored over 150 technical publications and textbooks on biological nutrient removal and the recent M&E Wastewater Engineering book. He has received the ASCE Rudolf Hering Medal, has twice received the Water Environment Federation Harrison Prescott Eddy Medal, and the Water Environment Federation George Bradley Gascoigne Medal for his research contributions. He is a member of numerous professional societies, and has served as chair of the ASCE Environmental Engineering Division, treasurer of the American Association of Environmental Engineering Professors, and is associate editor of the Water Environment Research Journal. He is a registered professional engineer and a Diplomate in the American Academy of Environmental Engineers. His teaching activities in recent years include the following courses: Biological Treatment Processes, Environmental Engineering Design, Hazardous Waste Engineering, Hydraulics, and Environmental Hydraulics Applications.

#### SELECT PROJECT EXPERIENCE

#### CITY OF BOISE, ID.

Evaluated phosphorus removal alternatives for retrofit of 12 Mgal/d facility at Lander Street. Carried out pilot plant study on process modification. Evaluated performance of retrofitted West Boise plant for biological nitrogen and phosphorus removal with model fitting.

#### PIMA COUNTY, AZ.

Evaluating wastewater treatment alternatives for plant upgrades for nitrogen and phosphorus removal. (Plant sizes range from 12 to 80 Mgal/d).

#### MINNESOTA ENVIRONMENTAL SCIENCE AND ECONOMIC REVIEW BOARD AND STATE OF MINNESOTA.

Evaluated 17 full-scale wastewater treatment facilities and determined the most cost-effective methods to achieve an effluent phosphorus concentration of < 1.0 mg/L, including chemical precipitation, enhanced biological phosphorus removal, and combined chemical and biological phosphorus removal. Provided report and two workshops to the State of Minnesota.

# WATER ENVIRONMENT RESEARCH FOUNDATION.

Evaluated full-scale facilities (3.0 to 35 Mgal/d) to determine biological phosphorus removal performance and factors that affected performance. Modeled design of five selected facilities with comprehensive field data collection. Co-author of report to WERF.

#### CITY OF IDAHO FALLS, ID.

Evaluated nitrification and phosphorus removal/alternatives for 18 mdg facility.

#### GWINETT, COUNTY, GA.

Evaluation of phosphorus and nitrogen removal designs for Gwinett, County, Georgia (plants range from 5 to 20 Mgal/d)

#### NEW YORK CITY DEPARTMENT OF ENVIRONMENT PROTECTION AND NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL PROTECTION.

Oversees design and construction schedules to convert 6 large wastewater treatment facilities to BNR processes. Processes include Step Feed BNR and sidestream SHARON process.

#### YEARS OF EXPERIENCE

45

#### EDUCATION

- PhD, Cornell University
- ME, Cornell University
- BS, Civil Engineering, Union College

#### REGISTRATION

Professional Engineer - PA

#### **PROFESSIONAL ACTIVITIES**

- American Academy of Environmental Engineering. State Representative, 1996-present
- ASCE Oxygen Transfer Standards
   Committee, 1986-present
- Hanford Advisory Board, 1999-2002
- Associate Editor, Water Environment Research Journal, 2000 – 2005
- Associate Editor, Environmental Engineering and Science Journal, 2001 – 2005
- Leadership Team Water Environment Research Foundation's Nutrient Removal Challenge - 2007-2012

#### AWARDS AND HONORS

- Puget Sound Engineering Council Academic Engineer of the Year, 2017
- Water Environment Federation Fellow, October 2015
- Pacific Northwest Clean Water Association Individual Distinguished Service Award, October 2014
- Washington State Academy of Science, September 2013
- Frederick Pohland Medal, , American Academy of Environmental Engineers and Association of Environmental Engineering and Science Professors, July 2013
- Water Environment Federation, Bradley Gascoigne Medal, 2006
- American Association of Environmental Engineering and Science Professors Keynote speaker at WEFTEC Research Symposium, October 2001, Atlanta, GA

# TRACY CORK, PE (VISION)

# Technical Advisor - Solids

Tracy is a process design specialist in evaluation, design, and construction and startup of solids handling, biological treatment, and odor control projects. His consulting experience has included a wide variety of wastewater treatment, nutrient removal, and solids processing projects.

## SELECT PROJECT EXPERIENCE SUNRIVER WWTP, SUNRIVER, OR

- Solids Evaluation to determine most appropriate technology
- Design, construction assistance and startup of a 1-meter belt filter press and associate systems
- Composter evaluation, design, startup
- Biosolids reuse site

#### CITY OF BEND WRF, BEND, OR

Evaluation, design startup of an 800,000 gallon silo type anaerobic digester

- Fast-track design-build of a 2-meter belt press, custom dry polymer system and cake storage silo with cake pumping.
- Optimization of gravity belt thickening and DAFT system
- Comprehensive solids handling
   master plan
- Assistance in certification process to secure Class A status for dried biosolids

#### UPPER OCCOQUAN SEWERAGE AUTHORITY WRF, CENTERVILLE, VA

- Design of a two-train dissolve air flotation thickening system
- Pilot testing of several dewatering centrifuges
- Design of 4 high-solids solid-bowl centrifuges
- QA/QC on the 26 ton per day rotary drying system to produce Class A biosolids

#### VALLEJO WWTP, VALLEJO, CA

 Evaluation of solids thickening and dewatering technologies to replace existing vacuum filters

- Head-to-head pilot testing of belt filter press and high-solids centrifuge
- Design, construction services, and commissioning of a \$15 million solids handling facility including:
- Three 2-meter belt filter presses
- Two 3-Meter gravity belt thickeners
- Dry/liquid Polymer system
- Cake conveyance and storage silo
- Two-stage packed tower odor control

#### EAGLE CREST WWTP, REDMOND OR

- Rotary drum thickening system with pumping and filtrate recycle
- Liquid Polymer system

#### PASCO WWTP, PASCO, WA

Evaluation of existing digestion and dewatering system.

# JONES ISLAND WWTP, MILWAUKEE, WI

 Designer on 200 dry ton per day 24 belt filter press dewatering system and 12-rotary drum dryers to replace the aging dewatering and drying system. Jones Island produces the Class A Milorganite<sup>®</sup> fertilizer product.

# ROCK CREEK AWTP, CLEAN WATER SERVICES, OR

- Designed two 2-meter gravity belt thickeners and support systems
- Preliminary design of six 200-feet diameter primary clarifiers and sludge degritting
- Design of a high capacity solid bowl centrifuge to replace existing belt filter presses



## EDUCATION

- MS, Civil/Sanitary Engineering, Oregon State University
- BS, Civil Engineering, Oregon State
   University

#### REGISTRATION

Professional Engineer - OR

#### **PROFESSIONAL ACTIVITIES**

- Water Environment Federation
- American Society of Civil Engineers

#### HONORS/AWARDS

 Award for Innovation — Rock Creek AWTP—Phase 3 Phosphorous Removal Project

#### PUBLICATIONS AND PRESENTATIONS

- Biogro—"A 15-Year Long Success Story." Proceedings from WEF Specialty Conference on Residuals
- Biological Nutrient Removal,
   Presentation at AWWA Short School
- Fundamentals of Anaerobic Digestion, Presentation at AWWA Short School
- USA Rock Creek Phosphorus Removal Pilot Study, Presentation at PNPCA
- Selector Technology at Rock Creek AWTP and Tri-Cities WWTP, Presentation at PNPCA
- WPCF Manual of Practice
- No. 9 Sludge Stabilization, co-author Chapter - Anaerobic Digestion

# EDDIE KREIPE, PE

## Mechanical

Eddie has a broad range of technical experience including wastewater pump stations, force main, gravity sewer, and design of complicated mechanical piping systems. He has been the design engineer for multiple water and wastewater pump stations that have included complicated design aspects including high pressure pipelines, large diameter pipelines, large horsepower pumps, and designing in a floodplain. His understanding of mechanical piping and equipment, along with his strong understanding of construction practices, makes Eddie an efficient and reliable designer.

#### SELECT PROJECT EXPERIENCE

## SECONDARY TREATMENT UPGRADES, CITY OF IDAHO FALLS,

**ID**; *Pump Station Design Engineer.* Eddie was the design engineer of the 50 MGD primary effluent pump station. This pump station included a total of six submersible pumps installed in parallel self-cleaning triplex wet wells that pump to the new anaerobic selector basins and aeration basins that were also installed as part of this project. The pump station has the capability to completely isolate either of the two triplex wet wells and perform cleaning or maintenance activities while still providing 30 MGD of capacity.

#### CONDUIT 3 HYDROELECTRIC PROJECT, PORTLAND WATER BUREAU/LUCID ENERGY, OR; Design Engineer.

This project included installing four of LucidEnergy's 42-inch, 50 kilowatt (kw) turbines in a large below-grade vault to use the water the City was already moving through the conduit to generate 200 kw of electricity. Eddie provided the following services: site and vault piping designs, vault design, permitting assistance, multiple agency coordination, and coordination of electrical and instrumentation designs to meet Owner and PGE requirements.

#### FULTON PUMP STATION RELOCATION, CITY OF PORTLAND WATER BUREAU, OR; Design Engineer.

Murraysmith completed final design of the Hanna Mason Pump Station, an 18-mgd potable water booster station. Eddie led a multi-disciplinary team of engineers to design the pump station. The station is located within the 100-year floodplain elevation which required the mechanical and electrical equipment to be located on the second floor of the building and the building to be designed as "wet floodproofed". The pump station includes capability to pump from two separate water supply sources to maximize redundancy and reliability. Eddie designed mechanical piping inside the station with pressures in excess of 300 psi. The design included high pressure piping flanges and gaskets and included design accommodations for large thrust forces.

#### MULTIPLE WASTEWATER INFRASTRUCTURE PROJECTS, CLEAN WATER SERVICES, OR; Design Engineer and Construction Administration.

Eddie has been a staff level and lead design engineer, and provided construction services for multiple sewage pump station projects for Clean Water Services including, the North Plains Pump Station, Butternut Pump Station, River Terrace North and South pump stations, and Beaverton Pump Station. Some of these projects were modifications and upgrades to existing pump stations and effectively utilized existing infrastructure assets to minimize project cost while providing a robust and reliable facility. These pump stations range in size from 1 to 5 MGD and include many different piping and valving configurations to meet design needs.



# YEARS OF EXPERIENCE

10

#### EDUCATION

BS, Civil Engineering, Portland State
 University

#### REGISTRATION

Professional Engineer - OR

#### **PROFESSIONAL ACTIVITIES**

- Water Environment Federation
- Pacific Northwest Clean Water
   Association

- Lead design engineer on some of Murraysmith's most complicated and technically challenging designs. He is specifically chosen to work on these projects because of his strong technical design abilities, knowledge of construction practices, and ability to solve complex problems and efficiently develop comprehensive designs.
- Murraysmith's design lead for wastewater pump stations
- Extensive knowledge of pumps, pipe and wet well hydraulics, wastewater piping and valves, and pump selections.
- Innovative designer with the ability to solve complex design problems

# JUSTIN FORD, PE

## Mechanical

Justin has vast experience in wastewater system planning and design, including facilities planning, collection system rehabilitation, and wastewater treatment plant upgrades and implementation. He worked with various funding agencies to deliver the most cost-effective and long-term approach to replacing Parkdale Sanitary District's aging treatment and pumping infrastructure. He brings an enthusiastic and client-focused approach to his projects that results in outcomes which serve in the best interest of his clients and their customers.

#### SELECT PROJECT EXPERIENCE

#### WASTEWATER FACILITIES IMPROVEMENTS PROJECT, PARKDALE SANITARY DISTRICT, OR; Project Engineer.

As project engineer, Justin worked with the District to navigate funding opportunities, resulting in a 45% grant allocation. Justin led the client, the funding agency representatives, and the Murraysmith team through various iterations of planning and design efforts to result in a wastewater facility that will be well suited to serve the District's needs for many decades.

#### WASTEWATER TREATMENT PLANT UPGRADES, CITY OF PENDLETON, OR; Process Design Engineer.

Assisted in various aspects of treatment plant upgrade process design, with a special focus on the disinfection system. Upgrades included utilizing an innovative approach to improve flow and mixing characteristics without added energy input, and optimization of chemical addition for chlorination and dechlorination.

## WASTEWATER TREATMENT PLANT UPGRADES, CITY OF TILLAMOOK,

**OR;** Construction Support Engineer. Performed Contractor submittal review and hydraulic profile design checks at various stages during construction.

#### WASTEWATER FACILITIES PLAN, CITY OF IDANHA, OR; Project Engineer.

Supported the planning effort for a new facility through investigations of various treatment technologies and options, field reconnaissance, cost estimating, and funding efforts.



# YEARS OF EXPERIENCE

8

#### EDUCATION

BS, Civil Engineering, Montana State
 University

#### REGISTRATION

Professional Engineer - OR

#### **PROFESSIONAL ACTIVITIES**

 American Water Works Association, Pacific Northwest Section NW Oregon Subsection Water For People Committee Co-Chair

- Over 20 municipal facility rehabilitation
   projects with Murraysmith
- Diverse wastewater treatment project background
- MBR and advanced wastewater treatment experience
- Strong focus on the details to deliver designs that are easy to build

# KYSA CRONRATH, PE

# Process Modeling

Kysa has been involved as a project engineer on a variety of water and wastewater pipeline and treatment projects. She has expertise in treatment process modeling, plant hydraulic modeling, and conveyance system hydraulic modeling. Her understanding of design and the engineering theories forming the basis of modeling software allows her to approach challenges logically and efficiently.

#### SELECT PROJECT EXPERIENCE

#### WASTEWATER FACILITIES IMPROVEMENTS, PARKDALE SANITARY DISTRICT, OR; Project Engineer.

The Parkdale Sanitary District is upgrading its Wastewater Treatment Plant to bring it into compliance with the new NPDES permit and rehabilitate components of the plant that have reached the end of their useful life. Kysa has been involved from planning-level design through preliminary design, and will provide final design and services during construction in the coming months. She has developed preliminary design documents, applied engineering calculations to select a process for the new facility, and modeled various design scenarios in BioWin.

#### WWTP UPGRADES, CITY OF PENDLETON, OR; Project Engineer.

Kysa developed the plant hydraulic model using Visual Hydraulics, and the plant process model using BioWin. Kysa has assisted in developing flows and loads projections for use in a planning study, which will result in recommendations for future CIP projects at the plant.

#### PRIMARY TREATMENT UPGRADES, CITY OF IDAHO FALLS, ID; Process Modeling.

Kysa used the Visual Hydraulics model to check hydraulic grade line (HGL) and water surface elevations at max month flow from the influent screens, through a primary flow split structure, and through the primary clarifiers.

#### SLOW SAND FILTRATION PLANT COMPLIANCE REVIEW AND CORRECTIVE ACTION PLAN, CITY OF HILLSBORO, OR; Project Engineer.

Kysa coordinated with the Oregon Health Authority and the City of Hillsboro Water Operations and Water Engineering Departments to implement corrective actions following an OHA inspection at the Cherry Grove Slow Sand Filtration Plant that revealed some deficiencies. Kysa prepared AutoCAD Civil3D plans for OHA plan review and construction. Kysa was also responsible for selecting a Contractor to implement the corrections, and for inspection during construction.

#### SERVICE AREA-10 WATER AND WASTEWATER TREATMENT PLANT, NORTH SLOPE BOROUGH, DEADHORSE, AK (MWH); Design Engineer.

Kysa was a design engineer for the Water Treatment Area of the SA-10 W-WWTP. The new SA-10 W-WWTP is a 0.5 MGD facility which combines a Water Treatment Area, Wastewater Treatment Area, and Hot Water Production Facility into one building. Kysa designed chemical systems for primary disinfection, final disinfection, and membrane cleaning. Kysa also sized various process pumps and tanks.



#### YEARS OF EXPERIENCE

5

#### EDUCATION

- MS, Civil & Environmental Engineering, Portland State University
- BS, Environmental Engineering,
   Portland State University

#### REGISTRATION

Professional Engineer - OR

#### **PROFESSIONAL ACTIVITIES**

- American Water Works Association
- NW Oregon Water For People Co-Chair
- PNWS Young Professionals Committee
   Chair
- Website Task Force Oregon American Clean Water Association

- Advanced BioWin process modeling experience and understanding how to model complex wastewater treatment processes
- Can adapt models quickly to keep pace with evolving requirements, challenges, and ideas
- Expert in wastewater treatment plant hydraulic modeling
- Strong listening skills and focus on operator needs

# PATRICK DAVIS, EIT

## Civil/Site Design

Patrick has worked on the design and implementation of water and wastewater pump stations in several locations around Oregon and Washington. He has experience drafting utility realignment, and he enjoys working face-to-face with clients to provide the best outcome for all parties. His amicable demeanor and steadfast attention to detail make him a valuable member of any team.

#### SELECT PROJECT EXPERIENCE

#### WWTRRF FACILITIES PLAN UPDATE, CITY OF PENDLETON, OR; Engineering Designer.

Patrick's work for Pendleton has focused on assessing the condition of the primary and secondary anaerobic digesters (solids handling system). This includes understanding the process needed for sustained anaerobic digestion, and knowing what sorts of pumps and piping are required. He has also done streamflow analysis pertaining to the river this plant discharges to.

#### WASTEWATER FACILITIES IMPROVEMENTS, PARKDALE SANITARY DISTRICT, OR; Engineering Designer.

Patrick's work in Parkdale focused on the collection system pump station. This involves analyzing alternatives to produce the most cost effective system available, pump selection and sizing, and construction phasing analysis.

#### HOODLAND WATER RESOURCE RECOVERY FACILITY MODERNIZATION, CLACKAMAS COUNTY WATER ENVIRONMENT SERVICES, OR; Engineering Designer.

Patrick assisted with pump sizing and selection, hydraulic analysis of existing piping, and construction feasibility analysis.

## COUNTRY CLUB ROAD INFRASTRUCTURE IMPROVEMENTS, CITY OF LAKE OSWEGO, OR;

Engineering Designer.

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Patrick assisted with sewer main design, and construction phasing and feasibility.

#### DAYTON AVENUE PUMP STATION, CITY OF NEWBERG, OR; Engineering Designer.

Patrick assisted with the pump station mechanical design and spec development.



#### YEARS OF EXPERIENCE

1

#### EDUCATION

- ME, Civil & Environmental Engineering, Portland State University
- BS, Civil Engineering, Oregon State
   University

# ERIK PETERSEN, PE (PSE)

# Structural Engineer

As Managing Principal of PSE, Erik has served as a project manager, structural engineer, and consultant for a wide variety of public and private clients. His diverse range of experience includes a variety of structures from pump stations, water reservoirs and treatment facilities, to commercial and residential buildings, recreational facilities, fisheries, ports and docks, cofferdams and retaining walls. This insight allows him to offer effective insight into every project.

In addition to providing typical design and construction services for new construction, Erik has performed numerous evaluations of existing structures to provide analysis and design for potential upgrades. His extensive structural design experience and code knowledge makes him a valuable asset on upgrade projects; able to provide innovative and economical solutions to project challenges.

#### SELECT PROJECT EXPERIENCE

#### TVWD SLUDGE DEWATERING FACILITY, BEAVERTON, OR; Structural Engineer.

This project included evaluations of two chlorination facilities, five pump stations, two treatment facilities, six water reservoirs, and five well houses. PSE assisted with destructive inspection of one of the concrete wire wrapped reservoir and prepared the final report of inspection and upgrade options. He also developed a report detailing an upgraded path for multiple reservoirs and pump stations detailing timelines and costs.

# CBWWTP SLUDGE PROCESSING BELT PRESS MEZZANINE MODIFICATIONS,

**PORTLAND, OR;** *Structural Engineer.* Lead Structural Engineer for the evaluation, design and construction administration phases of this project that consisted of modifications to the mezzanine grating and framing around the belt presses in the sludge processing building. Also responsible for providing BES with preliminary schematic modification drawings, recommendations for various framing and materials options, evaluation of the retention, and additions to existing framing.

#### DURHAM AERATION BASIN 1 BAFFLE WALLS, CLEAN WATER SERVICES, OR; Structural Engineer.

Provided structural modifications to the operation of the existing basins required the installation of concrete baffle walls to change the flow characteristics. Developed seismic and hydrostatic designs and provided construction documents for the installation of the 20 foot high self-supporting concrete walls. Also provided construction observation and inspection services.

#### HILLSBORO SOLIDS BUILDING MODIFICATIONS, CLEAN WATER SERVICES, OR; Structural Engineer.

Lead Structural Engineer on this project that began with CWS engaging PSE to evaluate a damaged roof support beam which also had a crane rail beam hanging from it. Initial findings revealed the glulam roof beam was badly rotted and needed to be replaced and the crane rail beam and connections also needed structural upgrades.



# YEARS OF EXPERIENCE

20

#### EDUCATION

BS, Civil Engineering, Portland State University

#### REGISTRATION

Professional Engineer - OR, WA, CA, NV, NJ, AK, LI, MI, & AZ

#### **PROFESSIONAL ACTIVITIES**

- Structural Engineering Association of Oregon
- American Council of Engineering Companies of Oregon

National Director 2017 - 2022 Board President, 2012-2013 Board Vice President, 2007 - 2011 Membership Chair, 2005 - 2008

- American Society of Civil Engineers, Oregon
- Treasurer, 2003 2005

American Concrete Institute

American Water Works Association

#### ADDITIONAL PROJECT EXPERIENCE

- CBWWTP Blower & Sludge Processing Building Inspections, Portland, OR
- CBWWTP Digester Mixer Renovation, Tigard, OR
- CBWWTP Pump Station Value
   Engineering Study, Portland, OR
- CBWWTP Sludge Processing Belt Press Mezzanine Modifications, Portland, OR
- CWS Durham Aeration Basin 3 Channel Repair, Tigard, OR
- WS Durham Aeration Basin 3 Modifications, Tigard, OR

# JEAN VON BARGEN ROOT, AIA, LEED AP BD+C, PMP (MWA)

# Project Architect

Jean has been practicing architecture in the Pacific Northwest for over 20 years. She understands that establishing goals and priorities upfront will guide design and construction decisions and believes that an organized design process motivates teams to fully collaborate. This maximizes MWA's design capabilities and helps create an effective and articulate link between stakeholders, consultants, and the design team. Jean has successfully designed and managed three LEED projects and knows that sustainable design is an integrated process that the client/owner, its staff, the design team, and the contractor must all agree to. Early in the design process, she establishes clear lines of communication to maximize efficiencies and uncover design opportunities.

## SELECT PROJECT EXPERIENCE

#### WATER RECLAMATION FACILITY, OAK LODGE SANITARY DISTRICT, OR; Project Architect

New vehicle storage, headworks, electrical building, line crew support facilities; and upgrade/remodeled repair bays and maintenance facilities, administrative offices, employee lockers, and training rooms. Responsible for overall design and sustainable design measures, subconsultant contracts, design team tasks, schedule, and budget.

#### O&M BUILDING MASTER PLAN AND RENOVATIONS, CLEAN WATER SERVICES, OR; Project Architect.

Upgraded 35,000 sf Operations and Maintenance Building, including an emergency command center. The new design alleviates safety issues for workers by providing a more efficient layout. Many green technologies are being implemented into design. Jean provided coordination of overall design and sustainable design measures, subconsultant contracts, design team tasks, schedule, and budget.

#### WATER RESOURCE RECOVERY FACILITY, SAN LUIS OBISPO, CA; Project Manager/Lead Project Architect

New Water Resource Center that includes an entry wetland, demonstration wetland and central plaza, a combined interpretive center and administrative office, maintenance area, and a laboratory.

#### INTERSTATE BUILDING RENOVATION, CITY OF PORTLAND WATER BUREAU, OR; Project Architect

Portland Water Bureau Maintenance Facility consisting of a new 36,000 sf essential services warehouse and 42,000 sf office building. Coordination of overall design and sustainable design measures (LEED Gold Certification), subconsultant contracts, design team tasks, schedule, and budget. Project entailed extensive site modernization; worked creatively with the CM to design around contaminated site issues. The project was designed for twophase construction to accommodate continuous occupation of the facility.

#### WEST POINT TREATMENT PLANT OFFICE ANNEX, KING COUNTY, WA; Project Architect.

Sustainable new office building; coordination of design and sustainable design measures, subconsultant contracts, design team tasks, schedule, and budget and life-cycle cost assessments. Management of project with three simultaneous construction projects occurring on-site so that plant operations were not disrupted.

#### WATER TREATMENT PLANT UPGRADES, CITY OF MONROE, WA; Project Architect

Master plan and headworks facility in a public park.



# YEARS OF EXPERIENCE

## EDUCATION

- Master of Architecture, University of Oregon
- BA, Architecture, University of Washington
- Real Estate Development Certificate,
   Portland State University
- Project Management Certificate, University of California, Berkeley

## REGISTRATION

- Registered Architect OR & WA
- National Council of Architectural Registration
- American Institute of Architects

#### **PROFESSIONAL ACTIVITIES**

- Panel Participant, University of Portland Resiliency Planning for the Pacific Northwest, 2017
- Van Evera Bailey Fellow, 2006

## CERTIFICATIONS

- LEED Accredited Professional Building
   Design + Construction
- Project Management Professional

- 15 years' experience with planning and design of water and wastewater treatment facilities
- Project Management Professional with certification from the Project Management Institute
- Design with stakeholder engagement
- Experience designing for phased construction on WWTP campuses

# MIKE MCKILLIP, PE

# Mechanical - HVAC & Code Review

Mike has served as HVAC designer on a variety of water supply well house, water booster pump station and sanitary pump station projects. Design considerations have included providing conditioned space, freeze protection, equipment cooling, acoustic/noise control, air exchanges for sanitary environments and dust and moisture control. Mike has been involved with design and selection of unit heaters; intake and exhaust fans; lined and unlined ducts; DRGs; acoustic silencers; architectural, acoustic, and rain-resistant louvers; positive pressure systems; heat pumps and air conditions; and air-water heat exchangers.

#### SELECT PROJECT EXPERIENCE

#### 3.5 MG RESERVOIR 6 AND WELL 7 IMPROVEMENTS, CITY OF REDMOND, OR: Design Engineer.

Mike is serving as design engineer for the 3.5 MG Reservoir 6 and Well 7 Improvements Project. The project includes construction of a new AWWA D110 prestressed concrete reservoir, installation of pumping equipment in the exiting building, and ventilation improvements. Ventilation issues include addressing nearby fine cement dust intrusion issues at the existing well and pump station building and dust filtration of the new water supply reservoir vent. HVAC work elements included design of a positive pressure system, door seal improvements, and air-water heat exchanger systems to create a closed environment to inhibit dust intrusion.

#### CENTRAL WELL NO. 1 AND NO. 2 REHABILITATION PROJECTS, CITY OF SPOKANE, OR; Design Engineer.

Mike served as design engineer for the both the Central Avenue Well 1 and subsequently the current Well 2 Rehabilitation projects for the City of Spokane. The projects include rehabilitation of water supply well vaults with at-grade well houses in a residential environment. Elements included design of facility demolition, a replacement structure with pumping and piping improvements, and airwater heat exchangers with outside air economizers to control the heat from the 900 HP pump motor.

#### DAYTON AVENUE PUMP STATION IMPROVEMENTS, CITY OF NEWBERG, OR; Design Engineer.

Mike is serving as the HVAC design engineer for the Dayton Ave Pump Station project which includes replacement of a 1,300 gpm pump station in a challenging steeply sloped site with surrounding environmentally sensitive areas. HVAC work included selection of air condition improvements to provide for equipment cooling of critical sanitary pumping infrastructure.

#### HOODLAND WATER RESOURCES RECOVERY FACILITY MODERNIZATION, CLACKAMAS COUNTY WATER ENVIRONMENT SERVICES, OR; Design Engineer.

Mike is serving as the HVAC design engineer for pump station Improvements which include rehabilitation of the existing pump station, replacement of aged emergency power equipment, and increasing station capacity to meet future flows through the addition of variable frequency drives. HVAC work includes a code review and design of equipment cooling and confined space ventilation improvements.

#### COLUMBIA WATER SUPPLY PROJECT, CITY OF PASCO, OR; Design Engineer.

Mike served as HVAC design engineer for a Pump Station Facility design. HVAC work included freeze protection and equipment cooling ventilation for the pump room and air conditioning selection for the conditioned electrical space.



#### YEARS OF EXPERIENCE

11

#### EDUCATION

- Ph.D., Civil & Environmental Engineering, Portland State University
- MS, Civil & Environmental Engineering, Portland State University
- BS, Civil & Environmental Engineering, Portland State University

#### REGISTRATION

Professional Engineer - OR

#### **PROFESSIONAL ACTIVITIES**

American Water Works Association

- Key expertise in ventilation for occupied and unoccupied space
- Specializes in NFPA hazardous space ventilation design
- Expert in energy code compliance
- Experienced in sound attenuation
- Has designed many cooling systems

# RANDY BOS

# Electrical & Instrumentation Controls

Randy has 40 years of experience with the design and construction of industrial electrical, instrumentation, and automation control systems. He has a good working knowledge of the NFPA-70 (NEC), NFPA-70E, NFPA-820, NESC, and UL-508A requirements, and sound construction practices. Over the course of his career, he worked as a senior designer and in the field providing construction inspection, technical support, start-up testing and commissioning services on a variety of municipal water and wastewater treatment plants and pump stations.

## SELECT PROJECT EXPERIENCE

#### WWTP DESIGN-BUILD-OPERATE IMPROVEMENTS, CITY OF WILSONVILLE, OR; Owner's Representative for Instrumentation & Control Systems.

The project upgraded infrastructure and made process improvements at the City's wastewater treatment plant as well as assigning some operations firm to operate and maintain the facility for 20 years. Randy wrote the RFP requirements for I&C and automation systems, helped score RFPs, and was on the Owner's selection committee providing I&C evaluations. He also reviewed design submittals, provided construction support and witnessed start-up testing and commissioning.

#### KLINELINE PUMP STATION, CLARK REGIONAL WASTEWATER DISTRICT, WA; Electrical, Instrumentation and Control Designer.

Randy provided electrical power distribution, instrumentation and process control systems design for this project. The pump station collected wastewater flows from Northern Clark County and transferred collected wastewater to the Salmon Creek WWTP via a new fivemile force main pipeline. The project included a new self-cleaning trench wet well with five 200 HP centrifugal pumps, chemical treatment, full capacity standby power system and a networked SCADA/ PLC automation system connected to the Salmon Creek Treatment Plant via licensed radio telemetry. Randy served as primary designer for E, I&C on the

project and performed construction management support as well as O&M staff training.

#### PIONEER CORRIDOR PUMP STATIONS, CLARK REGIONAL WASTEWATER DISTRICT, WA; Systems Integrator's Project Manager.

The project included five medium sized wastewater collection system pump stations along the I-5 corridor between Ridgefield and Salmon Creek. Randy's duties included project scheduling and staffing, submittal preparation, materials procurement, control panel design and preparing loop sheets, shop drawings and as-built documentation. During construction he also participated with submitting RFIs, preparing change order proposals, startup, commissioning, and O&M staff training.

#### WWTP IMPROVEMENTS, CITY OF WASHOUGAL, WA; I&C Designer and Systems Integrator's Project Manager.

Randy provided the instrumentation and controls design for the consulting engineering firm and also served as project manager for the systems integrator building the project. The project included process upgrades in the following areas, influent pump station capacity, a new oxidation ditch system, solids handling, upgraded UV disinfection, effluent pumping improvements, New electrical service and standby power capacity increase, new fiber optic SCADA network, servers and PLC upgrades.



# YEARS OF EXPERIENCE

42

#### ADVANCED PLC TRAINING

- Rockwell Automation
- Schneider/Wonderware
- GE/iFIX
- Siemens

#### **KEY EXPERTISE**

- Wastewater Treatment
- Wastewater Collection Systems
- Water Distribution Systems
- Advanced SCADA/PLC Automation
   Systems
- Process Control Networks
- Power Distribution
- Instrumentation
- Construction Management

- A construction team asset with over a decade experience as a licensed electrician
- Pump control and drive systems expert with flow matching a specialty
- Specializes in blower pressure and dissolved oxygen control for plug flow aerators
- Has an inside out understanding of water resource process control systems

# WOLFE LANG, PE, GE (MJA)

# Geotechnical

Wolfe has more than 20 years of geotechnical engineering experience, and his focus is on water, wastewater and conveyance projects. He has expertise in analyzing and designing various foundations, trenchless crossings, excavation support and groundwater control systems, ground improvement systems, and soil retaining structures. He is also an expert in seismic hazard evaluation, liquefaction analyses, seismic soil-structure design, and infrastructural seismic resiliency assessment. His water, wastewater, and conveyance projects include new treatment facilities and reservoirs, seismic rehab of existing facilities, deep pump stations, pipelines, and trenchless crossings.

# McMILLEN JACOBS ASSOCIATES

#### EDUCATION

- MS, Civil Engineering, University of Waterloo, 2002
- BS, Geological Engineering, Hebei Institute of Civil Engineering, 1993

#### REGISTRATION

Professional Geotechnical Engineer - OR & WA

#### ADDITIONAL PROJECT EXPERIENCE

- Rock Creek WWTF Tertiary
  Improvements, Hillsboro, OR
- Hillsboro WWTP High Head Pump Station Settlement Mitigation, Hillsboro, OR
- Hillsboro WWTP UV Improvements, Hillsboro, OR
- Hillsboro WWTP Influent Pump Station
   Upgrade, Hillsboro, OR
- Forest Grove Wastewater Treatment
   Plant Expansion, Forest Grove, OR
- Durham Advanced WWTP Biofilter, Durham, OR
- Dundee Wastewater Treatment Plant Expansion, Dundee, OR
- Newberg WWTP Improvements, Newberg, OR Silverton Wastewater Treatment Plant Improvement, Silverton, OR
- Astoria WWTP Effluent Treatment Upgrades, Astoria, OR
- Pendleton Wastewater Treatment Plant, Pendleton, OR

## SELECT PROJECT EXPERIENCE

#### ROCK CREEK AWWTF PPS#1 IMPROVEMENT, HILLSBORO, OR; Geotechnical Engineer.

Mr. Lang is the project manager for the geotechnical engineering tasks of PPS#1 improvement project in CWS's Rock Creek Advanced Wastewater Treatment Facility (AWWTF). The project consisted of constructing an electrical building and a large transformer on the northwest corner of the site directly above the creek bank. Seismic soil liquefaction and lateral spreading movements are the main concerns of the foundation design. We conducted one deep boring, a site specific seismic hazard and liquefaction potential analysis. After evaluating the various ground improvements and pile foundation types, we proposed to use auger-cast piles as the foundation supports and use the internal strength of the foundation system to resist the ground lateral movements and loads.

#### ROCK CREEK AWWTF SEISMIC RESILIENCE STUDY, CLEAN WATER SERVICES, OR; Geotechnical Engineer.

Clean Water Services recently conducted a seismic resilience study for their Rock Creek Advanced Wastewater Treatment Facility. The objective of this study is to assess the seismic performance of the existing treatment facilities and structures, and develop mitigation strategies to improve the overall plant's seismic resiliency to meet the level of service goals set in the Oregon Resilience Plan developed for a magnitude 9.0 Cascadia Subduction Zone earthquake event. As the lead geotechnical engineer, Wolfe was in charge of evaluating the seismic hazards at the site, specifically for soil liquefaction and lateral spreading ground deformations, and their effects on the foundations of various treatment facilities. These hazard assessment results was used by the District to assess the vulnerability, resiliency, and future capital improvement plan for the Rock Creek AWWTF.

#### ROCK CREEK AWWTF PPS#1 IMPROVEMENT, CLEAN WATER SERVICES, OR; Geotechnical Engineer.

Wolfe is the project manager for the geotechnical engineering tasks. The project consisted of constructing an electrical building and a large transformer on the northwest corner of the site directly above the creek bank. Seismic soil liquefaction and lateral spreading movements are the main concerns of the foundation design. We conducted one deep boring, a site specific seismic hazard and liquefaction potential analysis. After evaluating the various ground improvements and pile foundation types, we proposed to use auger-cast piles as the foundation supports and use the internal strength of the foundation system to resist the ground lateral movements and loads.

# KATHRYN TOEPEL, PHD, RPA (HRA)

# Cultural Resources

Kathryn has been involved in cultural resource management studies since 1975 and is the owner and President of HERITAGE. Her responsibilities include Section 106 compliance under NHPA, developing and implementing work scopes, contract management, and consultations with agencies, tribes, THPOs and SHPOs. She has directed cultural resource field investigations in Oregon, Washington, and Alaska, and her experience includes a range of projects including directing numerous roadway-related projects in Oregon and Washington, organizing and implementing a massive collection curation project for more than 600,000 artifacts from 45SA11 at Bonneville Dam for USACE, overseeing archaeological investigations for the CONUS OTH-B Over-the-Horizon project for the US Air Force in Christmas Lake Valley, and directing the cultural resource investigations for the Oregon Military Department. Toepel has been project manager for a number of projects to date for federal agencies and others, including on-call cultural resources services contracts with a variety of clients since 1980.

#### SELECT PROJECT EXPERIENCE

#### ASHLAND STREET PAVING (REGION 3 ON-CALL), 8TH-C-EUREKA STREETS, JACKSON COUNTY, OR.

Cultural resource manager for archaeological survey and historical resources baseline inventory, including a portion of the National Register Railroad District in Ashland; historical resource documentation included determination of eligibility and findings of effect for individual and district resources.

#### ROGUE VALLEY TRANSPORTATION DISTRICT (RVTD) PARK AND RIDE ENVIRONMENTAL DOCUMENTATION, JACKSON COUNTY, OR

Cultural resource manager for archaeological assessment for DCE to fulfill FTA requirements.

#### TOWNSHIP ROAD BRIDGE AT KLAMATH STRAITS DRAIN, KLAMATH COUNTY, OR

Cultural resource manager for archaeological survey, historical resources inventory, determinations of significance, and findings of effect for bridge replacement project in coordination with Klamath County and U.S. Bureau of Reclamation.

# COLUMBIA RIVER CROSSING IN PORTLAND-VANCOUVER (2005 TO

2013); Archaeological investigations Project Manager for multi-year project which included preparation of multiple archaeological technical reports of investigations along a 5-mile corridor of Interstate 5 across the Columbia River for the Final Environmental Impact Statement. Among the eligible archaeological resources buried beneath the fill of interstate construction are the remnants of blocks where the earliest settlement and development of the Historic City of Vancouver occurred. Investigations included preparation of a series of archaeological reports, work plans, and research designs related to the discovery of archaeological deposits in a disturbed urban environment through the use of various deep testing methods; a major finding of the study was the documentation that the Holocene alluvium ranges up to 180 feet thick along the Oregon shore of the Columbia channel. Changes over time in the paleolandscape were documented by 38 radiocarbon dates and by correlation of tephra deposits, including two tephra layers documented for the first time in the Lower Columbia River Valley.



# YEARS OF EXPERIENCE

39

#### EDUCATION

- PHD, Anthropology, University of Oregon
- BS, Historic Preservation, University of Oregon
- MA, Linguistics, University of Oregon
- MS, Anthropology, University of Oregon
- BA, Anthropology/Sociology, Pacific Lutheran University

#### REGISTRATION

Professional Archaeologist

#### ADDITIONAL PROJECT EXPERIENCE

- City of Canyonville's Wastewater System Improvements Project, Douglas County, Oregon
- City of Coburg's Wastewater Collection System, Lane County, Oregon
- City of Roseburg's 24-inch Water Transmission Main from the Wastewater Treatment Plant to Hooker Road-Phase
   1, Douglas County, Oregon
- Jasper Trunk Sewer Project, Jasper Road, City of Springfield, Lane County, Oregon
- Proposed Junction City Water Treatment Plant, Lane County, Oregon
- City of Wilsonville Wastewater Treatment Plant Expansion Project, Clackamas County, Oregon
- Kavanagh Street Sanitary Sewer Local Improvement District Project, City of St. Helens, Columbia County, Oregon
- Lower Tualatin Pump Station, City of Tualatin, Washington County, Oregon

# LIBBY BARG (BWI)

# Public Involvement

Libby, managing principal of Barney & Worth, Inc., has over 17 years of experience in planning and communications for drinking water, wastewater, stormwater, and transportation utilities. She specializes in developing strategies and programs that support clients' infrastructure initiatives: facilities upgrades and expansions, funding plans, customer communications. Libby has developed a strong understanding of public opinion related to water, wastewater and stormwater and knows how to communicate with the public to address their concerns and values.

Libby currently leads communications for Washington County's initiative to develop the mid-Willamette River source for drinking water to meet future needs (by 2026) for a community of 300,000. She has worked with numerous Oregon communities to secure rate increases to fund new public infrastructure projects. Libby recently designed communications for the City of Salem's restructuring of water/sewer/ stormwater rates and conversion to monthly billing and is working with the City of Gladstone on a public education and outreach campaign for implementation of a stormwater utility. Before joining Barney & Worth, Libby was Water Quality Manager and a Senior Utility Planner with the City of Salem's Public Works Department.

#### SELECT PROJECT EXPERIENCE

#### OAK LODGE SANITARY DISTRICT RATE COMMUNICATIONS, OAK LODGE SANITARY DISTRICT, OR; Outreach Lead.

Libby developed a strategic communications plan for Oak Lodge Sanitary District to engage customers on the upgrade to the District's wastewater treatment plant. To pay for the project, rates would need to double over a period of 10 years. To save ratepayers money, the District chose to ask their customers to approve a General Obligation bond that would save up to \$20 million. The firm produced engaging materials, provided project staff and elected officials talking points, managed media outreach and supported implementation of the communications plan. The bond measure was approved by 85% of District voters--despite a telephone poll that showed only 32% support just 60 days before the election.

#### GLADSTONE STORMWATER UTILITY PUBLIC EDUCATION AND OUTREACH PROGRAM, CITY OF GLADSTONE, OR; PROJECT MANAGER/OUTREACH LEAD

The City of Gladstone is evaluating the feasibility of implementing a stormwater utility. The utility is anticipated to provide a structure and permanent funding source to support Gladstone's stormwater infrastructure and maintenance. Libby is working with City staff to educate customers about the need and benefits of funding that supports stormwater infrastructure projects to protect the environment and public health. Works includes stakeholder interviews, developing an education and outreach plan, and providing implementation support.

#### CITY OF TIGARD WATER RATES, CITY OF TIGARD, OR; PROJECT MANAGER

Libby assisted Tigard, Oregon's water utility in designing customer communications in anticipation of major rate increases to pay for a new water supply source. At the same time, Tigard restructured its water rates to better reflect the true proportion of fixed costs. The result was a rate increase for residential customers of 34%, followed by two years of 13% annual increases. Around one-third of the customers live outside the city limits, adding to the challenge of effective communications. The communications program was so successful the increases were unanimously adopted by City Council with no public opposition!



# YEARS OF EXPERIENCE

## EDUCATION

- Master's degree, Community and Regional Planning, University of Oregon
- BS, Fisheries and Wildlife Biology, Kansas State University

#### **PROFESSIONAL ACTIVITIES**

- Oregon Association of Clean Water Agencies (ACWA) Board Member
- American Waterworks Association-Pacific Northwest Section, Co-Chair Public Information Committee
- Water Environment Federation (WEF)
   / Pacific Northwest Clean Water
   Association

- Deep knowledge and unparalleled experience in public engagement for water, wastewater and stormwater issues.
- Proven record of increasing public understanding and support for rate increases.
- Expert at synthesizing complex technical information and coordinating / facilitating

# DEB GALARDI (GRG) | Finance/Rates

Deb has over 25 years of experience in economic and financial analysis and project management, with particular expertise in developing financial plans, cost of servicebased rates and system development charges (SDCs), and supporting analyses for water, wastewater, and stormwater systems. Her leadership in the water/wastewater industry is demonstrated by her depth of experience with clients across the country, as well as national and international publications. She was a primary author of the Water Environment Federation's standard practice manual Financing and Charges for Wastewater Systems, and serves on the International Water Association's Economic and Statistics Specialist Group Management Committee.

#### SELECT PROJECT EXPERIENCE

#### WATER, WASTEWATER, AND STORMWATER RATE AND SDC STUDIES, **CITY OF SALEM, OR.**

Deb has served as the Financial Consultant of Record for Salem since 1998. During that time, Deb has conducted numerous financial and rate analyses, and has participated in a variety of public outreach efforts. The most recent comprehensive rate update, included an extensive rate policy evaluation process. GRG developed issue papers and worked with a policy advisory committee made up of City Council members and representatives from the City's Water and Wastewater Task Force, to evaluate policy issues and alternatives. GRG is currently working with the city to update system development

charges and utility financial plans.

#### WATER, WASTEWATER, AND STORMWATER RATE AND SDC STUDIES. CITY OF NEWBERG, OR.

GRG has worked with a citizens' rate review committee to update the water, sewer, and stormwater rates and SDCs biennially since 2002. For each study, GRG updated the system revenue requirements, user characteristics, and cost allocations based on current budgets and capital improvement plans. GRG also worked with the city to evaluate rate structure issues, like pressure zone surcharges and nonpotable rates. Key to the recent updates have been restructuring the water and wastewater rates to enhance financial stability through higher fixed charges.

# BRIAN VANDETTA, PE, PLS (UDELL) | Survey

Brian joined Udell Engineering & Land Surveying, LLC in 1993. He has over 20 years of active experience surveying for civil engineering projects in Oregon. He has an exceptional working relationship with the City of Sweet Home and extensive experience working with local public municipalities. With the Udell Engineering & Land Surveying office is located 20 minutes from the project site, Brian will ensure surveying services are delivered efficiently and in a timely manner.

#### SELECT PROJECT EXPERIENCE

#### WASTEWATER TREATMENT PLANT **EXPANSION, CITY OF LEBANON, OR;** Land Surveying

Construction Survey Staking

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#### WATER TREATMENT PLANT, CITY OF LEBANON, OR; Land Surveying

- Construction Survey Staking
- Quality Control Monitoring •

#### WESTSIDE INTERCEPTOR, CITY OF LEBANON. OR: Land Survevina.

- Pre-Design Topographic Survey
- Set Baseline Control Network
- Construction Survey Staking

#### EAST PORTLAND CONNECTION **SEWER LIFT STATION, RL REIMERS CONSTRUCTION CO, OR; Land** Surveying.

Construction Survey Staking

#### FOSTER SEWER PROJECT. EMERGY AND SONS CONSTRUCTION CO, OR; Land Surveying.

Construction Survey Staking

#### YEARS OF EXPERIENCE

26

# EDUCATION

• BS, Economics, University of Oregon

# REGISTRATION

- Professional Land Surveyor OR
- Professional Engineer OR

## **PROFESSIONAL ACTIVITIES**

- American Water Works Association
- Water Environment Federation
- Oregon Municipal Finance Officers Association
- National Impact Fee Roundtable

# UNIQUE QUALIFICATIONS

• Expert in infrastructure financial analysis with 25 years of experience in North America

#### YEARS OF EXPERIENCE

23

## EDUCATION

• BS, Civil Engineering, Oregon State University

#### REGISTRATION

- Professional Land Surveyor OR
- Professional Engineer OR

#### **PROFESSIONAL ACTIVITIES**

- Lebanon Area Chamber of Commerce Board Member
- Professional Land Surveyors of Oregon
- Samaritan Hospital Foundation Executive Board Member

#### UNIQUE QUALIFICATIONS

- Exceptional working relationship with the City of Sweet Home
- Emerging Small Business
- · Office is located 20 minutes from project site

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Wastewater Treatment Plant Improvement Project | APPENDIX





888 SW 5th Avenue, Suite 1170 Portland, OR 97204

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Please join us at the Center Against Rape and Domestic Violence's	FEAST IN FEBRUARY	Tuesday, February 20, 2018 5:00-6:30 pm	River Center Church 3000 S Santiam Hwy, Lebanon	5:00-5:45 Pizza and Lasagna Buffet Open 5:45-6:15 Program	Gluten-free and vegetarian options available. Beer and wine available for purchase.	Tickets: Adult \$10-\$20 (suggested donation) Child: \$5-\$10 (8 yrs & under, by donation)	Tickets and information at:	www.cardv.org	Questions? (541) 758-0219 x301
(541) 758-0219 x301 www.cardv.org	<b>Center Against Rape and</b> <b>Domestic Violence</b> PO Box 914 Corvallis, OR 97339	)0 <sub>00</sub>	·	India	PRESENTS	FERNARU		FEB. ZUT	