



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: April 6, 2026		Subject: Resolution No. 3255 A Resolution of the City of Wilsonville Authorizing the City Manager to Execute Easements Concerning Certain Infrastructure Relating to the Willamette Intake Facilities Commission’s Water Intake Facilities.	
		Staff Member: Amanda Guile-Hinman, City Attorney Delora Kerber, Public Works Director	
		Department: Legal/Public Works	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		Comments: N/A	
Staff Recommendation: Adopt the consent agenda.			
Recommended Language for Motion: I move to adopt the consent agenda.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Whether to execute easements with the Willamette Intake Facilities Commission (the “WIF Commission”) concerning the WIF Commission’s water intake facilities pipeline, ground improvements, and pump station, which are located on and within property jointly owned by the City of Wilsonville and Tualatin Valley Water District (“TVWD”).

EXECUTIVE SUMMARY:

Effective April 18, 2018, the cities of Wilsonville, Sherwood, Hillsboro, Tigard, and Beaverton, along with TVWD, entered into the Willamette Intake Facilities Intergovernmental Agreement (the “IGA”) to establish the WIF Commission. The IGA also established the ownership, management, and operation of water intake facilities that withdraw and transmit water from the authorized diversion point in the Willamette River to a system separation point between the City’s Willamette River Water Treatment Plant and the Willamette Water Supply System Water Treatment Plant (which is owned, managed, and controlled by the Willamette Water Supply System (WWSS) Commission – an intergovernmental entity comprising of the cities of Hillsboro and Beaverton and TVWD).

The WIF Commission’s intake facilities and appurtenances are located on property jointly owned by the City of Wilsonville and TVWD, and so the WIF Commission needs easements from the City of Wilsonville and TVWD for the facilities. These easements are for the WIF Commission’s water intake pipeline, certain ground improvements (particularly seismic infrastructure), and pump station, and are presented as Exhibits 1-3 to Resolution No. 3255.

The City of Wilsonville, as a member of the WIF Commission, benefits from these easements because its water system relies on this infrastructure to withdraw and transmit water to the City’s water treatment plant.

EXPECTED RESULTS:

The easements will provide precise locations of the WIF Commission’s infrastructure and will be recorded, which ensures that all parties now, and in the future, have knowledge of the facilities and their locations.

TIMELINE:

The parties anticipate that the WIF Commission will consider approval of the easements at its quarterly meeting in April and will also be considered for approval by TVWD’s board in April.

CURRENT YEAR BUDGET IMPACTS:

N/A

COMMUNITY INVOLVEMENT PROCESS:

N/A

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The WIF Commission’s intake facilities are vital and necessary for the transmission of the City’s water supply.

ALTERNATIVES:

The City Council could request revisions to terms in the easements, though staff recommend approval as presented.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

Resolution No. 3255

Exhibit 1-WIF Intake Water Pipeline Easement

Exhibit 2-WIF Ground Improvements Easement

Exhibit 3-WIF Pump Station