



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> January 18, 2024		<b>Subject: Ordinance No. 888 – 2<sup>nd</sup> Reading</b> Adopting the 2023 Wastewater Treatment Plant Master Plan as a Sub-Element of the City of Wilsonville Comprehensive Plan and a Wastewater Treatment Plant Capital Improvement Project List	
		<b>Staff Member:</b> Mike Nacrelli, Senior Civil Engineer	
		<b>Department:</b> Community Development	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: January 4, 2024 <input checked="" type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: January 4, 2024 <input checked="" type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: January 18, 2024 <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable	
		<b>Comments:</b> The Planning Commission conducted a public hearing on the proposed Plan at their regular meeting on December 13, 2023, forwarding a recommendation of approval to the Council.	
<b>Staff Recommendation:</b> Staff recommends Council adopt Ordinance No. 888 on 2 <sup>nd</sup> Reading.			
<b>Recommended Language for Motion:</b> I move to adopt Ordinance No. 888 on 2 <sup>nd</sup> Reading.			
<b>Project / Issue Relates To:</b>			
<input checked="" type="checkbox"/> Council Goals/Priorities: Strategy 1. Develop an Infrastructure resilience plan and reprioritize / fund recommended projects.	<input type="checkbox"/> Adopted Master Plan(s):	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

A City of Wilsonville Ordinance adopting the 2023 Wastewater Treatment Plant (WWTP) Master Plan as a sub-element of the City of Wilsonville Comprehensive Plan and the WWTP Capital Improvement Project List.

## **EXECUTIVE SUMMARY:**

The 2023 Wastewater Treatment Plant (WWTP) Master Plan (the Plan) has been developed to satisfy requirements associated with the State of Oregon Department of Environmental Quality (DEQ) guidance document entitled “Preparing Wastewater Planning Documents and Environmental Reports for Public Utilities.” To accommodate future Wilsonville flows and loads, projections were developed based on population projections and referencing WWTP historical data and DEQ wet weather project methodologies. Similarly, to accommodate future water quality regulations, the Plan is adaptive and considers potential future regulatory changes.

Originally built in 1971, the WWTP collects wastewater from Wilsonville residents and businesses and discharges treated effluent to the Willamette River. The WWTP underwent major upgrades in 2014 to expand the average dry weather capacity to four million gallons per day (mgd) to accommodate the City’s continued growth. The Plan (**Exhibit B** to Ordinance No. 888) identifies a capital improvement project list required through the planning period (today through 2045) to comply with requirements of the WWTP National Pollutant Discharge Elimination System (NPDES) permit and potential future regulatory requirements, while accommodating growth identified in the City of Wilsonville Comprehensive Plan (October 2018, updated June 2020 - the 2018 Comprehensive Plan). These improvements are designed to provide the best value to the City’s ratepayers by maximizing the use of existing infrastructure and improving system operation while continuing to protect water quality and human health and supporting economic development, consistent with goals and policies contained in the 2018 Comprehensive Plan and 2021-2023 City Council Goals.

This Plan identifies needed capital improvements within the planning period, taking into consideration:

- The age and condition of existing process equipment and structures,
- Growth in demand for sewer service due to increased population and economic development over the planning period,
- Potential changes to water quality regulations impacting process needs in order to meet effluent limitations and discharge prohibitions imposed by the DEQ, and
- Consistency with the 2018 Comprehensive Plan and City Council 2023-2025 Strategy 1.

The Plan is a sub-element to the Wilsonville Comprehensive Plan and as such, requires a formal adoption process that first includes a public hearing before the Planning Commission where conclusionary findings are considered for consistency with Statewide Planning Goals followed by a recommendation for adoption to the City Council. The City Council then holds a public hearing and considers adoption of the Plan by Ordinance.

The Planning Commission public record, including Resolution LP22-0001 and the Conclusionary Findings demonstrating consistency with Statewide Planning Goals are included as **Exhibit A** to Ordinance No. 888. At the public hearing held on December 13, 2023, the Planning Commission recommended the City Council adopt the Plan without further amendments.

**EXPECTED RESULTS:**

Adoption by City Council will make the Plan part of the City’s Comprehensive Plan, allowing identified capital and operational improvements to be planned and budgeted. The total estimated amount of capital investment over the 20-year planning period is approximately \$122 million, of which \$17 million is anticipated in the next 5 years. The recommended capital improvements will provide the basis for an analysis of sewer rates and system development charges (SDCs) that are necessary to adequately fund the upgrades needed to meet the projected growth and operational needs.

**TIMELINE:**

A second reading before City Council for the Plan adoption is scheduled on January 18, 2024. The Plan would become effective 30-days following second reading and approval of the Ordinance.

**CURRENT YEAR BUDGET IMPACTS:**

The amended fiscal year 2023-2024 Budget for CIP #2104, Wastewater Treatment Plant Master Plan, includes \$130,000 in sewer operations and system development charge funds. The remaining budget is sufficient to complete the remaining work to update and adopt the Plan.

**COMMUNITY INVOLVEMENT PROCESS:**

A virtual town hall meeting to present the findings of the Plan and solicit public input was held in September 2022 and posted on the City’s online calendar and *Let’s Talk Wilsonville* page, where a project overview and periodic updates to the Executive Summary have also been posted. In addition, draft versions of the Executive Summary have been sent to the ten largest industrial customers for review and comment. The forthcoming Sewer System Rate Study and SDC Update will also include a public engagement process with outreach to utility customers and the development community.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

A technically and financially sound plan for providing reliable wastewater treatment, capacity to accommodate future development, and compliance with environmental regulations.

**ALTERNATIVES:**

The project team considered and evaluated numerous technologies and alternatives to provide the needed wastewater treatment plant capacity to meet future demands and recommend a capital improvement program that implements the needed improvements in a way that is efficient and cost effective.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Ordinance No. 888
  - A. Planning Commission Resolution LP22-0001, staff report, and public record
  - B. 2023 Wastewater Treatment Plan Master Plan