



10602 S.E. 129<sup>th</sup> Avenue  
Happy Valley, OR 97086  
PHONE : (503) 761 -0220  
FAX: (503) 761 -7406

## **A G E N D A**

A WORK SESSION of the Sunrise Water Authority Board of Commissioners, to be held on **TUESDAY, SEPTEMBER 7, 2010 AT 5:30 PM** at Sunrise Water Authority, 10602 SE 129<sup>th</sup> Avenue, Happy Valley, Oregon, 97086.

**1. CALL MEETING TO ORDER**

**2. EXECUTIVE SESSION**

AN EXECUTIVE SESSION OF THE SUNRISE WATER AUTHORITY BOARD OF COMMISSIONERS to be held per ORS 192.660 (2) (a) to consider the employment of a public officer, employee, staff member or individual agent.

**3. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION**

**4. DAMASCUS IGA**

Posted per requirements September 3, 2010

The meeting site is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired should be directed to Kim Anderson at 503-761-0220 or [kanderson@sunrisewater.com](mailto:kanderson@sunrisewater.com) at least 48 hours in advance

#### 4. DAMASCUS IGA

DISCUSSION: The City Council of Damascus has placed the IGA for Water Services on their agenda for the September 7<sup>th</sup> meeting. Staff has reviewed the information provided to the City Council members regarding this item.

Staff has communicated a concern to the City Manager regarding verbiage in the staff report that might be construed as indicating a need for Sunrise Water Authority's SDC rates to be approved by a vote of the Damascus populace. No provisions of the agreement obligate Sunrise to do so, and statutory authority as an independent organization permit Sunrise to set the SDC's for those areas within their territorial jurisdiction.

Staff has performed a side-by-side comparison of the most recent version of the IGA, and the version presented to the City Council containing changes made by the City's Legal Counsel. Most of the changes were not substantive, but were to change sentence structure for ease of reading.

There were only three minor changes to the substance of the agreement.

- Section 2.2.2, paragraph one, was modified to add that, "Each participant shall appoint one management and one technical Staff member from its organization to serve on the TC".
- Section 2.2.2, paragraph 3, was modified to state that at least one member of the PAC from each City, "...will annually be offered...". The paragraph was further modified to specify that the Cities would have 30 days from the date of the offer to submit a name for appointment to the Budget Committee and to allow Sunrise to fill the position with another appointee if the City does not do so.
- Section 8, was modified to fill in the blank left for the rate to be charged for a Right-of-way fee to a 5% maximum. This sets a cap for the amount that the City can charge for a Right-of-way fee, but the following sentence allows the City to set a rate at any level up to that amount.

Staff identified one minor change to the IGA that should be considered. Section 4.3, specifies that, "...will receive public water service from Sunrise when public water service is requested...". This section should be modified to include, "...and available...". Provisions in Section 2.2 may address this issue adequately, but in the interests of clarity, it would be advisable to make the change.

ACTION: This item is provided for information only.



# City of Damascus

19920 SE Highway 212  
Damascus, OR 97089

[www.ci.damascus.or.us](http://www.ci.damascus.or.us)

Phone: 503-658-8545  
Fax: 503-658-5786

## STAFF REPORT

September 7, 2010

City Council  
City of Damascus

Councilmembers:

### **Urban Services Agreement with Sunrise Water Authority (SWA) Relating to Provision of Water Services to the City of Damascus**

The City of Damascus has been working with Sunrise Water Authority (SWA) for more than three years on an urban services agreement that would define how Sunrise will provide water services to the city. The agreement has been through several drafts. The city council and the Sunrise board have also met jointly to address outstanding issues. The latest version of the city's draft is dated June 30, 2010 and includes the final recommended changes from the city attorney. These are not substantial, however, and largely address technical and legal issues and requirements. The city council discussed the status of the agreement at a recent work session and subsequently directed that the agreement be placed on the council agenda for September 7, 2010. Sunrise has been sent a copy of the draft for review and plans to attend the city council meeting on September 7.

The agreement establishes a partnership between the city and Sunrise that covers how water services will be provided within the city by Sunrise in the future. It makes provisions for the city to be a part of an advisory committee that will review technical and policy issues with the Sunrise board, including the setting of water rates. The agreement also recognizes and supports the city's efforts to incorporate an ecosystem services approach to the development of its infrastructure and to develop an integrated water resources management plan. Other services addressed in the agreement include water reuse, aquifer protection, surface water management and the use of non-potable water. Over time as development occurs within the city, Sunrise will annex areas of the city into its geographical boundaries.

The city and Sunrise will collaborate on the development of the city's water, storm water and wastewater master plans to ensure that the two entities are in synch with one another and are planning for the capital improvements and infrastructure that will be needed. This will include the eventual establishment of system development charges (SDCs), that will upon voter ratification be paid by the development community. The same applies to the potential collection of a right-of-way fee from Sunrise for the location and operation of its facilities within the city. The initial term of the agreement is proposed to be forty (40) years. However, the terms of the agreement will be reviewed jointly by the city and Sunrise every five (5) years. Any modifications to the agreement require the approval of both parties.

As noted earlier, it has taken quite some time and numerous drafts to get the agreement to this point. The city has used this time to review its options for providing water services to the citizens of Damascus now and in the future and to develop its strategy for using ecosystem services and an integrated water resources management approach to make the best use of its natural resources and to plan for its public infrastructure. It was important to ensure that language was included in the agreement that protects the city's ability to make these decisions

in partnership with the Sunrise Water Authority. This is probably the single most important aspect of the agreement and so a lot of time was spent on crafting language that provided both the certainty and the flexibility that the city and Sunrise needed.

#### RECOMMENDATION

I recommend that the City Council consider adoption of Resolution No. 10-263, approving the urban services agreement between the City of Damascus and Sunrise Water Authority.

Sincerely,

Jim Bennett  
City Manager

#### ATTACHMENTS:

Damascus Sunrise Urban Services Agreement dated June 30, 2010

## **ClackamasReview**

### **Milwaukie manager finalists to meet public**

*MILWAUKIE: City announces five finalists for manager, forums start this week*

BY RAYMOND RENDLEMAN

*The Clackamas Review, Sep 1, 2010*

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**Almost every U.S. state was represented in the more than 50 applicants for Milwaukie's city manager position. Elected officials have narrowed that list down before unveiling five who will meet the public.**

"I was really surprised at the number of candidates that applied, as well as the breadth of experience," said Mayor Jeremy Ferguson. "The quality of the candidates was so high that getting that list down from 21 to 10 was very difficult, and it was even more difficult to cut out those last five."

To narrow down the list some more, the city council has invited the public to various events this week with five of the candidates, all of whom currently hold positions in governmental administration. (See sidebar for reception details and a brief biography of the five finalists planning to attend.)

A sixth candidate is not available to participate in the public events, but the council could still keep this candidate under consideration, in which case it would plan for a similar social engagement and panel interview.

Councilor Deborah Barnes was hopeful that a viable candidate was among the five in consideration but admitted that a candidate from outside the Pacific Northwest will have a more difficult time persuading her that he can hit the ground running and develop a "real commitment" to the city.

"My gut instinct based on what I read and what I heard is that some of them would have a better sense of what Milwaukie needs than others," Barnes said. "Learning curves right now are really, really out of the question."

Barnes has focused her final year in office on finding a new city manager that shares the public involvement priorities with former manager Mike Swanson, whom she defended when council decided not to renew his contract earlier this year.

"The decision to get rid of Mike has cost this city a lot of money," Barnes said.

Ferguson said he was mainly looking for an "effective communicator" with proven experience in dealing with multiple complex issues.

As part of the assessment, the candidates will face three panels on Friday. These include the five members of city council, seven community members representing each of the city's neighborhoods, and a third panel consisting of department heads and city employee union representatives.

"We're trying to make the voice of our public heard," Ferguson said. "I believe that we have had a well-rounded and thoughtful approach to this process."

Neighborhood leaders have also considered it premature to comment on any individual candidate.

"We appreciate the mayor and council including a representative from all the neighborhood district associations in the interview process," said Mary Weaver, chair of Hector Campbell. "We take the word 'representative' very seriously and (will) do our best to keep our neighbors informed and ask for their input at meetings and through our e-mail list and website."

Barnes would like somebody who understands small-town city government, so she plans to ask some tough questions.

“How do you solve Milwaukie interests while dealing with our difficult economic situation?” she asked as an example.

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## **The Finalists**

These Milwaukie city manager candidates will begin the public interview process Thursday, Sept. 2 with a reception from 7 to 9 p.m. at Wine:30, 10835 SE Main St. Additional interviews are scheduled on Friday, Sept. 3 with staff and members of the community.

**Jim Bennett** has been the city manager for the Damascus since 2007. Prior to that he was the manager for Newberg, Ore., for five years, and the city administrator for Central Point, Ore., for six years, where he also served as planning director before becoming administrator. Bennett has a bachelor's degree in politics from the University of California-Santa Cruz, and a master's degree in public administration from California State University-Stanislaus.

**Craig Dawson** has been in public service at Minnesota cities for the past 30 years. He is currently the interim clerk/administrator for Lake St. Croix Beach and has also been interim city administrator for Lake Elmo. Prior to that he was city administrator/clerk for Shorewood for seven years, city manager for Excelsior for three years, assistant city manager for Maplewood for two years and assistant to the city manager at Eden Prairie for 11 years. He also served Saint Louis Park for five years early in his career. Dawson has a bachelor's degree in history and geography, and a master's degree in public administration, both from the University of Kansas.

**Bob Harrison** is currently the city manager for Wyoming,

Ohio, and has been with the city since 1998. Prior to that, he was city administrator/clerk for Mosinee, Wis., for two years, and he served Wauwatosa and Whitefish Bay, Wis., early in his career. Harrison is also an adjunct professor at Northern Kentucky University, where he teaches courses in the master's of public administration program. He has a bachelor's degree in political science from Marquette University in Milwaukee, Wis., and a master's degree in public administration from the University of Wisconsin.

**Phil Messina** has served Central Point, Ore., as city administrator since 2002. Prior to that, he was city administrator for North Bend, Wash., for six years, city administrator for Burlington, Wash., for five years and city administrator for Colfax, Wash., for three years. Messina has a bachelor's degree in speech from the University of Washington and a master's degree in whole systems design from Antioch University in Seattle.

**Pete Rose** has been administrator for San Juan County, Wash., since 2006. Prior to that, he was city manager for Woodinville, Wash., for seven years; city administrator for Medical Lake, Wash., for four years, and city administrator for Quincy, Wash. Rose also served Salem from 1980 to '93 as administrative services manager, as fire department division supervisor and as a lead analyst in the finance department. He has a bachelor's degree in political science and public service from the University of California-Davis, and a master's degree in government from California State University-Sacramento.