

# CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Sitting as the Governing Body of Tri-City Service District

## Policy Session Worksheet

**Presentation Date:** 9/6/2016 **Approximate Start Time:** 1:30p **Approximate Length:** 30 min

**Presentation Title:** Tri-City Service District Annexations

**Department:** Water Environment Services

**Presenters:** Greg Geist, Ron Wierenga, & Chris Storey

**Other Invitees:** Amanda Keller & Matt Glazewski

### WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

No action is requested at this time. This is an informational item, preparatory to presentation of the matter at a formal hearing to be held by the BCC.

### EXECUTIVE SUMMARY:

As part of an ongoing internal process review, district staff conducted an analysis of the Tri-City Service District (TCSD) boundary. During this analysis, staff performed checks to ensure that all properties that are located within the cities that make up the TCSD (West Linn, Gladstone, and Oregon City,) are also within the TCSD itself. The cities provide wastewater collection service to those property owners, and the TCSD provides wholesale wastewater treatment service.

Historically, a standard operating procedure processed all new property annexations into the cities so that they were also annexed into the TCSD, under an authority called the Boundary Commission. The Boundary Commission was a function of the Oregon Metro (Metro) up until its charter was reviewed in 2000. By 2003, certain functions that Metro carried out, such as this Boundary Commission, were no longer active. The current process, of which the Board is aware, requires that annexations into special districts be processed by the Board of County Commissioners, separate from annexations into cities. The ensuing lack of awareness of this process gap allowed for the possibility of properties to be annexed into a city, connected to sanitary sewer service operated by the city's collection system, but not technically be annexed into the district unless the homeowner independently submitted an application to do so. The residents would be billed appropriately by the cities and received services, but their properties would not be added to the list of TCSD customers.

During the internal analysis conducted by district staff, a discrepancy was noticed in Oregon City and West Linn where 1,512 and 249 properties, respectively, fell into this gap (the Additional Properties). Since the discrepancy was discovered, district staff have been actively engaging the individual cities to rectify the situation, and ensure that it is resolved for future annexations. In order to accomplish this, District staff will submit to County Counsel and the County's boundary consultant the materials necessary to initiate annexation of the properties that should be, but currently are not, part of the TCSD. County Counsel will then support the

BCC's boundary change process, including initiation of annexation and public hearings regarding the same.

Finally, continuing forward, District staff are cooperating with the cities in order to receive notification of all land use decisions. Subsequent annexations into the cities will be pro-actively annexed into the TCSD in a timely fashion.

**FINANCIAL IMPLICATIONS:**

Is this item in your current budget?  YES  NO

What is the cost? Staff time                      What is the funding source? TCSD Operating Fund

**STRATEGIC PLAN ALIGNMENT**

This item aligns with the WES strategic business plan in that it works to complete the comprehensive plan that will achieve sewer improvements and funding to support the expected regional 20-year growth horizon. Additionally, it ensures that customers are billed appropriately.

This item aligns with the County's Performance Clackamas strategic priority of building a strong infrastructure.

**LEGAL/POLICY REQUIREMENTS:**

The most efficient route to annex the Additional Properties is for the BCC to initiate a mass annexation petition. Once notice requirements are met, the BCC would hold a public hearing on the question of annexation, consistent with statute and normal process.

**PUBLIC/GOVERNMENTAL PARTICIPATION:**

The Tri-City Advisory Committee was briefed on this topic on 17 August 2016, and WES staff have worked with City planning staff in both Oregon City and West Linn toward resolution of this issue.

**OPTIONS:**

No action is requested at this time. This is an informational item.

**RECOMMENDATION:**

No action is requested at this time. This is an informational item.

**ATTACHMENTS:**

- City of Oregon City Map Annexations into Tri-City Service District
- City of West Linn Map Annexations into Tri-City Service District

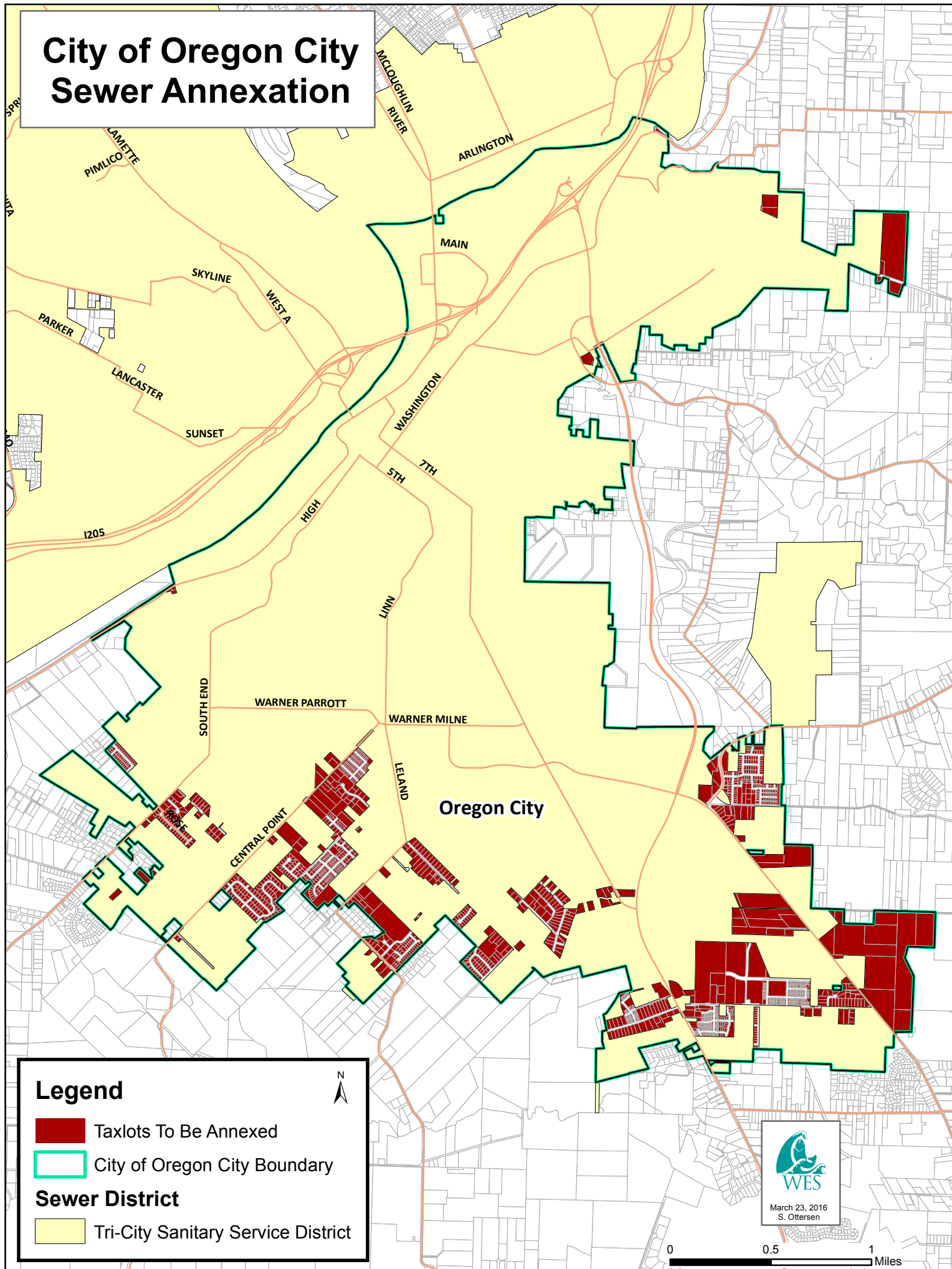
**SUBMITTED BY:**

Division Director/Head Approval \_\_\_\_\_

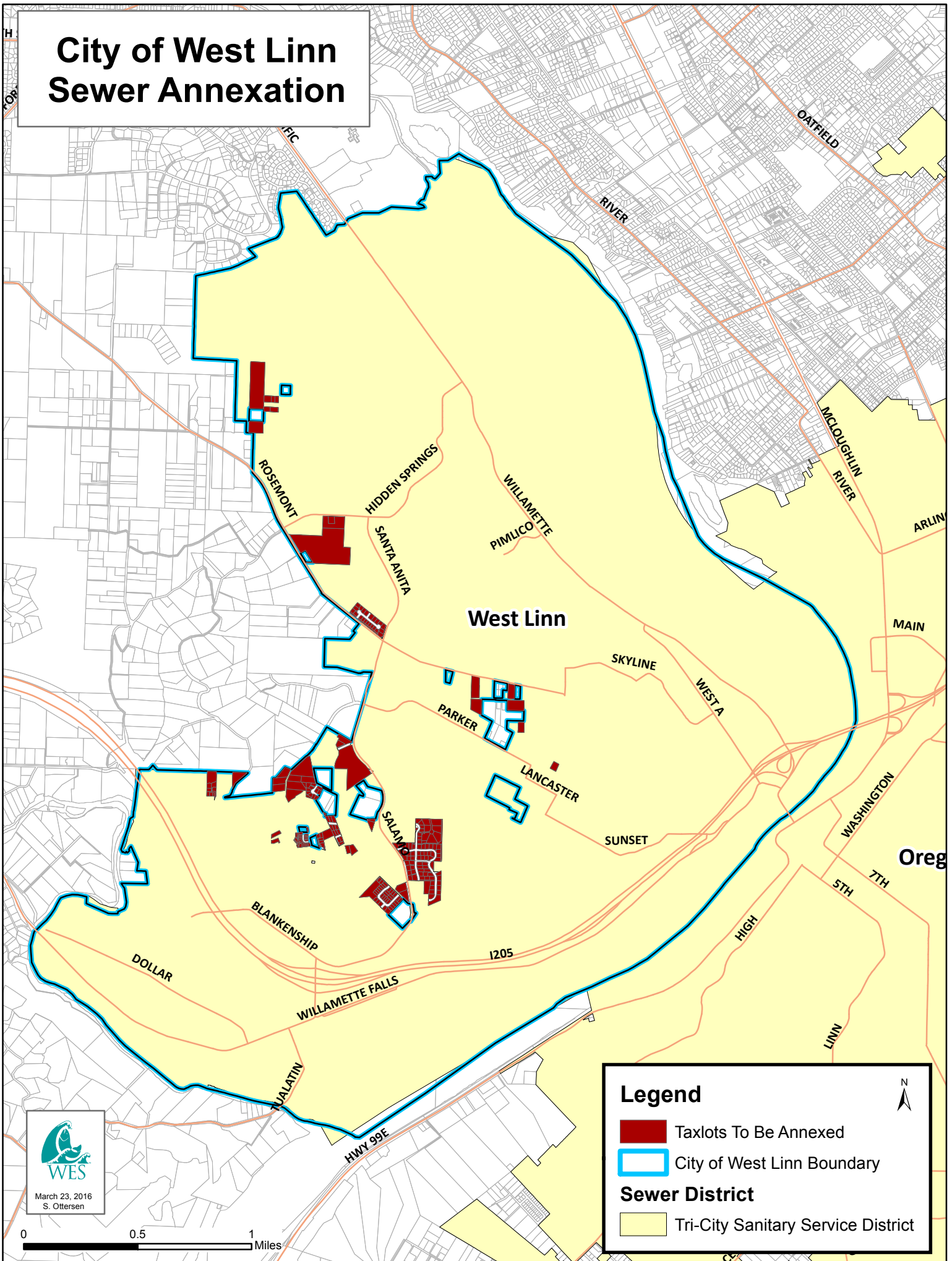
Department Director/Head Approval GG

County Administrator Approval \_\_\_\_\_




# City of Oregon City Sewer Annexation



# City of West Linn Sewer Annexation



## Legend

-  Taxlots To Be Annexed
-  City of West Linn Boundary
- Sewer District**
-  Tri-City Sanitary Service District



0 0.5 1 Miles