

Metropolitan Wastewater MANAGEMENT COMMISSION



partners in wastewater management

MWMC MEETING AGENDA

Friday, September 12, 2025, 7:30 AM – 9:30 AM (PDT)

The MWMC Meeting will be held in-person at Springfield City Hall, 225 Fifth Street, Springfield, OR 97477 in the Library Meeting Room, remotely or via phone.

To attend virtually, registration is required: Webinar ID: **833 1743 0982**

Zoom Link: https://us06web.zoom.us/webinar/register/WN_yKxXkSjhS2OQt7OcOqju8A

To join the Zoom meeting by phone dial: **877.853.5247**

- 7:30 – 7:35 **I. ROLL CALL:** Commissioner Farr, Commissioner Hazen, Commissioner Inge, Commissioner Keeler, Commissioner Lesley, Commissioner Stout, Commissioner Yeh
- 7:35 – 7:40 **II. CONSENT CALENDAR**
a. MWMC 08/19/25 Minutes
Action Requested: By motion, approve the Consent Calendar
- 7:40 – 7:45 **III. PUBLIC COMMENT:** Public comment can be submitted by email to Minman@springfield-or.gov or by phone 541-726-3694 by 5 PM September 11, 2025 or made at the meeting. All public comments need to include your full name, address, if you are representing yourself or an organization (name of organization), and topic.
- 7:45 – 8:10 **IV. SUPPLEMENTAL BUDGET #1**..... Kevin Vanderwall
Action Requested: Approve by Resolution 25-09
- 8:10 – 8:35 **V. PUBLIC INFO PROGRAM ANNUAL UPDATE**Thomas Gray
Action Requested: Informational and Discussion
- 8:35 – 8:55 **VI. INTEGRATED WASTEWATER UTILITY PLAN UPDATE**.....Todd Miller
Action Requested: Informational and Discussion
- 8:55 – 9:30 **VII. BUSINESS FROM COMMISSION, GENERAL MANAGER, & WASTEWATER DIRECTOR**
- 9:30 **VIII. ADJOURNMENT**

The meeting location is ADA Accessible. For hearing impaired, an interpreter can be provided with 48 hours' notice prior to meeting. To arrange services, call 541-726-3694.

THE FULL PACKET IS POSTED ON THE WEBSITE

www.mwmcpartners.org

Metropolitan Wastewater MANAGEMENT COMMISSION



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MWMC MEETING MINUTES

Tuesday, August 19, 2025 at 7:30 a.m.

The MWMC Meeting was held remotely via computer, phone, and in-person.

Commissioner Keeler opened the meeting at 7:30 a.m. Roll call was taken by Misty Inman.

ROLL CALL

Commissioner Present In-Person: Christopher Hazen, Bill Inge, Doug Keeler, Dawn Lesley, and Jennifer Yeh

Commissioners Present Remotely: Alan Stout (joined temporarily at 7:43 a.m. and left the meeting at 8:54 a.m., otherwise noted as absent)

Commissioner Absent: Patt Farr

Staff Present In-Person: Lou Allocco, Emily Bradley, Jeremy Cleversey, Thomas Gray, Misty Inman, Shawn Krueger, Reed Langeliers, Troy McAllister, Todd Miller, Michelle Miranda, Bryan Robinson, Loralyn Spiro, Matt Stouder, Nick Thrasher, Mark Van Eeckhout, Kevin Vanderwall, and Greg Watkins

Staff Present Remotely: Meg Allocco, Tanya Haeri-McCarroll, Carrie Holmes, Yashara Lund, James McClendon, Karen Murray, and Brooke Mossefin

Guests Present In-Person: Wayne Gresh

Guests Present Remotely: None

Legal Counsel Present In-Person: Kristin Denmark (Thorp, Purdy Jewett, Urness & Wilkinson, PC)

CONSENT CALENDAR

a. MWMC 6/13/25 Minutes

MOTION: IT WAS MOVED BY COMMISSIONER **HAZEN** WITH A SECOND BY COMMISSIONER **YEH** TO APPROVE THE CONSENT CALENDAR. THE **MOTION PASSED** UNANIMOUSLY 5/0 WITH COMMISSIONER FARR AND COMMISSIONER STOUT ABSENT.

Hazen	Y
Farr	Absent
Inge	Y
Keeler	Y
Lesley	Y
Stout	Absent
Yeh	Y

PUBLIC COMMENT

There was no public comment.

GLENWOOD PUMP STATION

Nick Thrasher, Civil Engineer, presented a brief history of the Glenwood Pump Station Upgrade Project (P80064). The project upgrades include adding a third pump, correcting an HVAC issue, providing seismic resiliency, addressing flood mitigation, and replacement of the roof. In 2021, Carollo Engineers, Inc. (Carollo) was hired for a capacity analysis and geotechnical investigation, and pump curve testing was completed in 2022. In 2024, the Commission approved Resolution 23-14 to hire Carollo to complete Task Order # 2 for project design of identified upgrades. In June 2025, three construction bids were received. Pacific Excavation was the lowest bidder.

Bid Results



Project: P80064 - Glenwood Pump Station Upgrade

June 17, 2025
Bids Due: 2:00 PM
Bids Open: 4:00 PM

Bid Analysis

Metropolitan Wastewater Management Commission 225 Fifth Street Springfield, OR 97477 Phone: 541-726-3694		Engineer's Estimate	HP Civil, Inc.	Pacific Excavation, Inc.	Wildish Building Co.
ITEM	UNIT	Estimate	Bid	Bid	Bid
Base Price Including Roof Sheathing	LS	\$667,895	\$1,277,617.71	\$1,225,600.00	\$1,467,142.00
Roofing Unit Price	SF	\$7.80	\$11.00	\$10.50	\$14.50
TOTAL BID	LS	\$667,895	\$1,277,617.71	\$1,225,600.00	\$1,467,142.00

The MWMC legal counsel and Carollo reviewed the bids and found no issues, and no protests were received. Mr. Thrasher noted that all three bids were significantly above the engineer's estimate. Based on the structural engineer's findings, there is a possible option to not add additional seismic improvements to the roof as a possible cost reduction; however, that is not recommended as the costs to address the seismic and roof replacement separately are not favorable. Mr. Thrasher asked the Commission to approve Resolution 25-08 to award the contract and authorize the MWMC Executive Officer to execute an agreement for the construction of the Glenwood Pump Station Project P80064 that would increase the firm capacity of the pump station with Pacific Excavation Inc. in the contract amount of \$1,225,600, with \$183,840 (15%) amendment authority.

Commissioner **Inge** said he would like more details on why the engineer's estimate is significantly lower than the bids. Typically, it is not missed by that much.

Mr. Thrasher said the key item that increased the cost was the equipment, and as part of the bid review, MWMC staff engaged in negotiations with Pacific Excavation. Negotiations included receipt of additional cost breakdowns from the contractor to highlight what work items contributed to the increase. When costs were supplied by Pacific Excavation, it showed the pump vender gave a significant equipment cost increase at the time of bid from what was quoted during the design phase that the engineer's estimate was based on.

Commissioner **Inge** said the bid includes a variable frequency drive (VFD), whereas in the other one, the Opinion of Probable Construction Cost (OPPC), the VFD was accounted for, but with a \$200,000 difference.

Wayne Gresh, Project Manager with Carollo Engineers, said what was missed on the estimate was the cost of labor and equipment. He reached out to the supplier, receiving various reasons for the increase, but it did not add up to a \$200,000 difference. When three bids are very close in cost, that is representative of what the cost of work is today. There are some significant temporary facilities needed, with subcontractors doing most of the work, and their charges or fees are unknown. Carollo originally had a higher engineer's estimate of \$800,000, and he chose to reduce the cost based on professional experience with similar projects. However, that still does not account for the present costs as bid.

Commissioner **Inge** said typically we do not miss bids by that much. There is \$200,000 that is unaccounted for, and that is concerning. On another note, Commissioner Inge asked what did the staff do or what changes were made that led to the confined space requirements?

Mr. Gresh said that the code requires an outside air source for this type of pump station. In the original design, there was a separate exhaust fan from the main unit supplying heat and air conditioning, and in the original construction bid, the fan was removed from the project as creating heating/cooling inefficiencies. He guesses that a unit was then installed with an economizer. Per the National Fire Protection Association (NFPA) code, a unit was installed with an exhaust fan like the original design, which meets the code.

Commissioner **Inge** said he is supportive of the confined space change; it is smart and safer for staff.

Commissioner **Lesley** said what portion of the entire cost is the roof, and would that cost change?

Mr. Gresh said the unit cost is just for the plywood sheathing. When the metal roof is removed, it will be inspected to see what work needs to be completed. The contractors were asked to put the complete cost in the bid for a new roof, and the unit price for the plywood if a new roof was not needed. The cost should not significantly change.

Commissioner **Keeler** said the engineer's estimate is just that, but the bids are real. He takes comfort in the fact that the bids are grouped closely, and it reflects today's actual costs.

Mr. Gresh said that until the pay estimate breakdown is received, he will not know where the differences are.

MOTION: IT WAS MOVED BY COMMISSIONER **YEH** WITH A SECOND BY COMMISSIONER **INGE** TO APPROVE RESOLUTION 25-08. THE **MOTION PASSED** UNANIMOUSLY 6/0 WITH COMMISSIONER FARR ABSENT.

Hazen	Y
Farr	Absent
Inge	Y
Keeler	Y
Lesley	Y
Stout	Y
Yeh	Y

FINANCIAL PLAN UPDATE

Matt Stouder, MWMC Executive Director, Lou Allocco, Environmental Services Associate Manager, and Kevin Vanderwall, MWMC Accountant, presented to the Commission regarding the history, service area, structure, and funding, including options and strategies, policies, and appendices of the MWMC Financial Plan. This is the first discussion of a series of work sessions with the Commission on updating components of the MWMC Financial Plan. The MWMC Financial Plan guides the financial administration policies for the Regional Wastewater Program (RWP) and achieves the objectives outlined in the MWMC's Intergovernmental Agreement (IGA). The MWMC Financial Plan provides structure for how the Operations & Maintenance and the Capital Programs are implemented and reevaluated for future projects and needs.



Over time, the dollars spent will change, likely resulting in an increase money spent on Operations & Maintenance and possibly a decrease in Capital expenses. The MWMC's Debt Service Coverage Ratio (DSCR) is 4.05%, owing to a small amount of debt. This is a very high DSCR. The DSCR was previously a performance indicator associated with the MWMC's annual budget and is tracked annually. Staff will start to prioritize projects associated with the new Facilities Plan along with how future projects will be funded, optimistically by the pay-as-you-go approach, but it will depend on the priority of the projects and regulations. For the 2025 MWMC Financial Plan update, staff will gather Commission input and guidance on the policies and appendices and provide updates in work sessions.

Commissioner **Inge** asked if that was \$47,000 annually that was saved in the insurance premium. Mr. Allocco said that it is an annual savings.

Mr. Stouder said staff will have discussions with the insurance agent, Brown & Brown, before bringing recommendations to the Commission on the Insurance Reserve.

Commissioner **Keeler** asked if there are any restrictions on shifting money to different funds and if the approach should be more liberal or conservative.

Mr. Allocco said the Bond Reserve cannot be changed, but once the bond is paid off, the Commission could decide to move the money associated with that reserve to the Operating or Capital Reserve. The SDC Reserves are restricted to SDC eligible projects. The level associated with each reserve is generally up to the Commission to decide.

Mr. Stouder said another example is the Rate Stability Reserve of \$2 million (M) that was created but has not been used. Staff will complete an analysis, provide recommendations to the Commission, and they can provide guidance to staff on the final decisions.

Commissioner **Hazen** said there is a lot of credit due to staff and leadership over the years regarding the MWMC's financial management and the third-party rating for financial stability speaks volumes. He is very interested in citizen perspectives of benchmarking and how the MWMC compares with other utilities. He is also interested in performance contracting as a source of capital to find private sector innovative capital. Can a performance contractor do a pre-audit and assessment for opportunities?

Commissioner **Inge** asked what is the total debt load.

Mr. Vanderwall said it is less than \$5 M.

Commissioner **Inge** said with a low interest rate of 2%.

Mr. Vanderwall said he looked last year about paying the debt off early, but it would not make a difference given our low interest rates. The total debt load is about \$3.5 M.

Commissioner **Inge** said this is an envious position to be in, and he wants to congratulate everyone who has been a part of this organization and the work that has been done. Putting the MWMC Financial Plan together and following it is indicative of what can be done when working collaboratively towards a common goal.

Commissioner **Lesley** said that when staff examine asset management and the valuation of assets, it usually focuses on capital or the value of infrastructure. Is there any valuation of actual resources embedded in the organization? Renewal Natural Gas (RNG) is sold and is one of the resources that has a dollar value. Has staff evaluated the value of the heat or energy in the wastewater, water, or the site? It is a resource recovery approach to valuing the assets. Has that or will that be looked at?

Mr. Stouder said it has to some extent, but it has not been looked at holistically for some time. He said the financial plan schedule is flexible moving forward due to Mr. Allocco's retirement. His last day will be at the beginning of September. It is bittersweet to see him go; he will be missed, and he wishes him the best. He has had many years of service.


Mr. Allocco thanked Mr. Stouder. He has been with the City of Springfield for 11 years, and he could not have asked for a better team. The Environmental Services Department is a special and talented group that he has had the privilege to work with and considers friends. It has been a pleasure serving the Commission.


Commissioner **Keeler** said that he has served with Mr. Allocco on another board for several years and it has been a pleasure working with him. He appreciates all the work he has done with that board and with MWMC. He wishes him the best of luck.

REGULATORY UPDATES

Bryan Robinson, Environmental Management Analyst, presented to the Commission the fourth update on the compliance status of the MWMC's current National Pollutant Elimination System (NPDES) wastewater discharge permit, issued by the Oregon Department of Environmental Quality (DEQ). This included monthly, annual, and additional monitoring reports, non-compliance submittals, and evolving permit tracking issues.

NPDES Reporting Submittals Compliance






PERMIT #102486

Reporting Condition	Reporting Frequency	Compliance Status
Flow Meter Calibrations	Annual	Current
Supervisory Operator Designation Form	Change Only	Current
LAB Quality Assurance Plan	Not Required	Current
LAB Standard Operating Procedures (SOPs)	Not Required	Current
Emergency Response and Public Notification Plan	Not Required	Current

NON-COMPLIANCE ISSUES

Reporting Condition	Report Date	Condition Description	Compliance Status
TSS Exceedance	5/5/2024	96.2 MGD	Closed- rain event
pH Exceedance	12/27/2024	5.9 pH	Closed- pH meter replaced
pH Exceedance	12/30/2024, 12/31/2024	5.9 pH	Closed- pH meter replaced
pH Exceedance	1/3/2025	5.8 pH	Closed- pH meter replaced



There are changes on the regulatory and technology side by multiple public agencies on how to enable Artificial Intelligence (AI) and enact it into a public wastewater utility system. He expects that AI tools will advance the capabilities of permit compliance tracking in the future. He discussed the new DEQ permit reporting tool, Your DEQ Online (YDO), that requires permittees to enter compliance data into the cloud-based system. It requires a 4% technology fee and is expected to be used during upcoming NPDES permit renewal and written in the next permit operating cycle.

Next, Mr. Robinson reviewed the 2025 Oregon Legislative Session and the Oregon DEQ budget. Staff continue to track the 2025 federal regulatory updates. He provided updates on the DEQ Willamette Basin Temperature Total Maximum Daily Load (TMDL) 2025 replacement project, the NPDES thermal load compliance schedule and the Water Quality Trading Program riparian shade restoration agreement with the Freshwater Trust. He provided updates on national and state per-and polyfluoroalkyl substance (PFAS) development and the MWMC strategy on PFAS, which includes coordination with state and national ACWAs and participation in studies.

PFAS Update



KEY NATIONAL DEVELOPMENTS

- CERCLA / Toxic Release Inventory (TRI)
- SDWA Human Health Criteria
 - Draft public comment period multiple extensions
- Analytical Method 1633/A
 - Limited availability
 - Quantification difficulties
- EPA PFAS information collection

KEY STATE DEVELOPMENTS

- DEQ PFAS 2025 Rulemaking
 - Proposed to add some PFAS in the definition of hazardous substances
 - Would allow DEQ to investigate and cleanup PFAS related contamination
 - Rulemaking possibly to be delayed based on federal outcome

MWMC STRATEGY

- ACWA collaboration – Outreach & education, Oregon studies
- NACWA collaboration – Congressional and EPA input
- Coordinated sampling – EPA, DEQ, and ACWA efforts
- Manufacturer Class Action Suit Settlements / Opt Out



Commissioner **Inge** said the non-compliance is a moment in time.

Commissioner **Keeler** said there was no notice of violation, but was there a notice of non-compliance from the DEQ, or have they closed the loop on these events?

Michelle Miranda, City of Eugene Wastewater Division Director, said to date staff have not received any warning letter or non-compliance notice from DEQ. The non-compliance issue was reported following the requirements as stated in the NPDES permit, documented, and there were conversations with DEQ compliance staff. It is possible for DEQ to issue a warning letter or non-compliance letter at some future time.

Commissioner **Keeler** said that it is good to have an issue fully documented to implement the permit shield.

Mr. Stouder said there have been similar conversations about Sanitary Sewer Overflows (SSO) and staff have asked for documentation that was not received, and he has talked to legal counsel about this. The concern is if there is another issue, and someone sees that action was not taken by the DEQ, they may act themselves..

Commissioner **Keeler** asked if the DEQ is providing all the submitted data and making it available to the public.

Mr. Stouder said yes, but he does not know how. The YDO is being used in the stormwater and pre-treatment programs. It is listed in the draft stormwater permit that only the YDO program can be used to submit information. It is a significant amount of work and DEQ has provided no training. The YDO system also requires all payments to be processed through the system, and includes an additional 4% fee.

Commissioner **Inge** said what is the 4% fee for.

Mr. Robinson said the fee is to be able to use the YDO, and for credit card payments, there is an additional 2.3% fee.

Mr. Stouder said the annual permit fee for MWMC is approximately \$150,000 and now has the additional 4% fee.

Commissioner **Inge** said it is 4% of the \$150,000.

Mr. Stouder said it is 4% of the \$150,000.

Commissioner **Inge** said for the NPDES Thermal Load compliance currently at 50% of the goal, is staff on track for meeting the goal?

Mr. Robinson said yes, the MWMC is on track to meet the thermal load requirement as written into the current DEQ NPDES permit. In the future with permit renewal, the new TMDL could create new opportunities.

Mr. Miller said the Freshwater Trust has a schedule for projected thermal credit delivery and it is on target.

Commissioner **Keeler** said that it was a thorough presentation and thanked him for staying on top of all the updates.

BUSINESS FROM COMMISSION

None

BUSINESS FROM GENERAL MANAGER

Mr. Stouder asked Mr. Miller to introduce a new City of Springfield staff member, Emily Bradley.

Mr. Miller introduced Emily Bradley, the newest member of the MWMC planning and policy support team. She brings a new asset to the team with a master's in public policy and a background in communications. Mr. Robinson is acting in capacity while the supervisory position is vacant, and he is hoping to recruit for that position again. There is a lot of information to track, and building this team will help MWMC be aware of any issues and be prepared for permit or compliance challenges.

Mr. Stouder was interviewed for the 21st-century water podcast, and he emailed the interview link to the Commission. It was a good opportunity to receive national exposure for MWMC.

The Association of Clean Water Agencies (ACWA) conference was in July at a new venue in Bend. It was a good conference, and attendees heard national, state, and tribal perspectives on water quality challenges. Two items to highlight, one was a Clackamas Water Environment Services capital project termed "Clack-A-Mole". The project involved working on a long directional bore for a new outfall pipeline to the Willamette River. They involved the community involvement in naming their project, which included a social media page. The second highlight was the keynote speaker, David Sedlak, a professor from the University of California at Berkeley, who talked about using constructed wetlands to polish effluent to help deal with issues such as trace contaminants and PFAS.

At the conference, the MWMC won awarded the Outstanding Agency Project Award for the partnership work with the Freshwater Trust and Eugene Water & Electric Board (EWEB) as part of the Pure Water Partners Program.

The MWMC was recertified with the Water and Environment Foundation (WEF) and received the WEF Utility of the Future Award for work on the digital media campaign and partnerships with Pure Water Partners and the Biosolids Program. James McClendon, City of Eugene Wastewater Finance and Administrative Manager, will accept the award on behalf of MWMC at the WEF Conference in Chicago in September.

BUSINESS FROM WASTEWATER DIRECTOR

Ms. Miranda said that the Oregon Occupational Safety and Health Administration (OSHA) received a complaint related to the Water Pollution Control Facility's (WPCF's) Confined Space Program. The complaint resulted in an OSHA investigation that spanned 6-weeks. Ultimately, the complaint was found to be unsubstantiated, and no violations were issued. This demonstrates the robustness of the Confined Space Program. Staff did identify some opportunities for improvement to our program from the experience.

Commissioner **Inge** said that he assumes that someone within the organization complained to OSHA. Did staff have prior knowledge that there was an issue around confined spaces that needed to be potentially addressed?

Ms. Miranda said no, and staff do not know where the original complaint came from.

Commissioner **Inge** asked if there was an opportunity for staff to express concerns about confined spaces.

Ms. Miranda said yes, staff are empowered in multiple ways to express concerns.

Mr. Stouder said it is his understanding that the inspector has worked with the City of Eugene before, is thorough, and has usually finds a compliance issue during an inspection but did not in this case. Kudos to staff and the Confined Space Program.

Commissioner **Keeler** said part of the compliance with the Confined Space Program is an annual review that shares the findings of the review.

Commissioner **Inge** said staff had found an opportunity in the Glenwood Pump Station project to put in a system that eliminates the necessity for confined space. That should be done anytime that is cost-effective.

Ms. Miranda agreed and said with the MWMC's Confined Space Program, staff only do an alternate entry, where all hazards are removed. If hazards cannot be removed, staff do not go into the space. Over the years, we have spent a lot of time and energy on confined space and lockout/tagout training.

Ms. Miranda emailed the Commission regarding the MWMC's renewed Lane Regional Air Protection Agency (LRAPA) air quality permit that is out for public notice and comment.

Commissioner **Keeler** adjourned the meeting at 9:14 am.

Metropolitan Wastewater MANAGEMENT COMMISSION



partners in wastewater management

MEMORANDUM

DATE: September 4, 2025

TO: Metropolitan Wastewater Management Commission (MWMC)

FROM: Kevin Vanderwall, MWMC Accountant

SUBJECT: FY 2025-26 Supplemental Budget #1

ACTION REQUESTED: Approve Resolution 25-09

ISSUE

Staff requests approval of Resolution 25-09 authorizing proposed supplemental budget requests for FY 2025-26. This is the first of three supplemental budgets processed each year to adjust for corrections and new information.

DISCUSSION

Fiscal year 2025-26 wastewater rates and budget amounts were based upon estimates derived from FY 2024-25 estimated expenditures, inflationary factors, projected debt and other considerations identified during the FY 2025-26 budget development process.

Actual amounts often differ from estimates used during the budget process, principally because the budget development process takes place mid-year. Consequently, estimates for the future year are based on approximately six months actual experience. As a result, certain adjustments are necessary at the beginning of a new fiscal year in order to reconcile actual prior year ending balances with budgeted beginning balances for the subsequent year.

Staff now has final capital project costs and ending cash amounts for FY 2024-25. When ending cash is more than estimated, an increase to the subsequent year is recorded in beginning cash. This amount must be offset with a corresponding increase to the appropriate subsequent year reserves unless some of the additional funds are requested to be carried over or used to fund new spending requests. If ending cash is less than estimated, a decrease to the subsequent year beginning cash is recorded. This amount must be offset with a corresponding decrease to either a reserve or an expenditure line in the subsequent year. Staff is requesting that a portion of the additional capital cash carryforward from FY 2024-25 be allocated among carryforward requests for existing projects and new spending requests with the remaining amount recorded as

additions to reserves. Below are the specific recommendations:

Operating Fund:

- The Commission is requested to approve a decrease to the Operating Fund in the amount of \$3,611,617 to adjust Beginning Cash. This transfer will align the FY 2025-26 Budgeted Beginning Cash balance with the actual cash balance on June 30, 2025. This decrease is driven by two revenue timing issues:
 - \$2,353,834 of sewer user fees need to be re-budgeted in FY2025-26 due to a clerical error in the timing of the June user fee payment. The June payment came in a day late from the City of Eugene and cannot be recognized in FY2024-25. This rebudgeting will allow the revenue to be included in beginning cash.
 - Changes in EWEB's payment information as provided to the City of Eugene has resulted in Eugene paying an estimated amount of user fee collections to MWMC since November. The City of Eugene will pay the MWMC the difference once they are able to separate the charges and reconcile any differences. Staff can provide additional information on this topic at the 9/12/25 MWMC meeting.
- The Commission is requested to approve a total Operating Fund carryforward of \$895,699. The Operations (Eugene) carryforward is \$790,846, with additional requests of 498,000, for a combined total of \$1,288,846. The largest source of new money (\$360,000) is related to biosolids hauling and landfilling, to dispose of excess biosolids that have accumulated in lagoons at the Biosolids Management Facility as discussed with the Commission at the June 2025 MWMC meeting. Carryforward and new money are detailed below:

Eugene Operations		SB1 Proposal
Capital Outlay Open POs (RNG Waste Gas Burner, BMF Pump, etc)	\$	84,975
Cathodic Protection, Secondary		116,445
Ops-Admin Building Furniture and Media Equip		120,000
Fire Alarm System Upgrade		170,000
M&S Open POs (RNG Consulting, Hypo, RIO Software, etc)		299,426
Total Carryforward		790,846
Biosolids Dewatering Optimization		35,000
PSA Media Swap (RNG)		103,000
Biosolids Hauling and Landfilling		360,000
Total	\$	1,288,846

- The Administration (Springfield) carryforward requested is \$104,853, with additional requests of \$33,000. The carryforward is for ongoing items including the pretreatment software purchase and roll over of the Small Home System Development Charge (SDC) balance. The additional money request is to cover a projected 10-15% increase in liability insurance coverage for the MWMC, along with a projected increase in the cost of a Chevy Equinox (due to a dated quote) to be purchased for the pretreatment program. The carryforward and new money for Administration is detailed below:

Memo: FY 2025-26 Supplemental Budget #1

September 4, 2025

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Springfield Administration	SB1 Proposal
Pretreatment Software	\$ 54,853
Small Home SDC Program	50,000
Total Carryover	104,853
Chevy Equinox	5,000
Liability Insurance	28,000
Total	\$ 137,853

- The total of the aforementioned items is carryforward of \$895,699, with additional requests of \$531,000. Adjusting the Beginning Cash along with the rebudgeting of user fee revenue will result in a decrease to the Operating Reserve of \$2,684,482. This will reduce the reserve from \$5,302,500 to \$2,618,018.

Capital Funds:

- The Commission is requested to approve an increase to Beginning Cash of \$9,650,711. This action will align the FY 2025-26 Beginning Cash balance with the actual cash balance on June 30, 2025.
- The Commission is requested to approve a carryforward of \$7,674,128 from FY 2024-25 for capital work. There are two new projects (WPCF Boiler Upgrades and Biosolids Study and Process Improvement) that result in a request of \$800,000. The carryforward and new projects (totaling \$8,474,128) are offset by the reduction of the Class A Disinfection Facility budget of \$8,200,000, resulting in an increase of \$274,128 to the Capital fund. The carryforward and two additional projects are shown below:

Springfield Capital Projects	SB1 Proposal
Glenwood Pump Station Upgrades	\$ 55,682
Waste Activated Sludge Thickening	250,000
Recycled Water Demonstration	27,169
Comprehensive Facility Plan Update	402,024
Admin Building Improvements	4,246,529
Resiliency Follow-Up	178,080
Facility Plan Engineering Services	300,000
WPCF Stormwater Infrastructure	60,000
Water Quality Trading Program	543,109
Aeration Basin Upgrade 2023-26	902,723
Switchgear & Transformer Replacement	475,786
Repair Clarifiers & Final Treatment	233,026
Total Carryforward	7,674,128
Class A Disinfection Facilities	(8,200,000)
WPCF Boiler Upgrades	450,000
Biosolids Study and Process Improvement	350,000
Total	\$ 274,128

- Estimated actuals for equipment replacement were below budget and remaining funds were returned to the Equipment Replacement (ER) reserve. Actual expenditures ended up higher

than the estimates, resulting in the need to re-budget \$866,479 in FY2025-26 as shown in the table below to account for the shortfall.

Equipment Replacement		SB1 Proposal
Rebudgeting expenditure authority to cover estimated actuals difference	\$	138,692
BMF Flail Mowers (2)		60,000
Bar Screen		150,000
Gravity Belt Thickener		60,000
Open POs (Alfa, Apsco, Corrosion Comp, Hydro Intl, Jacobs, Shi Intl, Yoko)		477,787
Total	\$	886,479

- The Commission is requested to approve a carryforward of \$344,775 from FY 2024-25 Major Rehabilitation funding for ongoing work. \$71,000 in additional funding is needed for Pretreatment and BRS related work, resulting in the total shown below:

Major Rehabilitation		SB1 Proposal
Major Rehabilitation Open POs (Harvy Price, Jacobs, Umqua Roofing)	\$	44,775
Hypo System Rebuild		110,000
Groundwater Wells		190,000
Total Carryforward		344,775
Concrete Expansion Joints, Upper Deck, Pretreatment		21,000
Culverts, BRS		50,000
Total	\$	415,775

- The Commission is requested to approve carryforward of \$207,730 in Major Capital funding for outstanding open purchase orders for vendors such as Brown & Caldwell, Ethosoft, SPE Controls, and Kennedy Jenks as shown below:

Major Capital		SB1 Proposal
Open POs (B&C, Ethosoft, SPE Controls, Kennedy Jenks)	\$	207,730
Total	\$	207,730

The Commission is requested to approve adjustments to the ending Capital reserves as follows:

Capital Reserve Balances	Reserve Adjustment
Capital Reserve	\$ 6,810,277
Equipment Replacement Reserve	(558,578)
SDC Improvement Reserve	1,851,478
SDC Reimbursement Reserve	(97,887)
Total	\$ 8,005,291

Taken together, individual actions requested above accomplish the following objectives:

- Modification of FY 2025-26 beginning cash balances to reflect actual FY 2024-25 operating results in compliance with State Budget Law.
- Carryforward of funds into the current fiscal year associated with specific capital projects and

operations items that were budgeted in FY 2024-25 but will actually be expended in FY 2025-26.

- Funding for additional capital items.
- Establishment of reserves as appropriate to balance increases and decreases in the FY 2025-26 operating and capital budgets.

ACTION REQUESTED

Approve, by motion, Resolution 25-09 authorizing the budget actions requested in this memorandum.

ATTACHMENT

- 1) Resolution 25-09
- 2) Summary of changes
- 3) FY 2025-26 Adopted and SB1 reserves

Metropolitan Wastewater MANAGEMENT COMMISSION



partners in wastewater management

METROPOLITAN WASTEWATER MANAGEMENT COMMISSION

RESOLUTION 25-09

) **IN THE MATTER OF APPROVAL OF**
) **FISCAL YEAR 2025-26 SUPPLEMENTAL**
) **BUDGET #1**

WHEREAS, the Metropolitan Wastewater Management Commission (MWMC) approved the FY 2025-26 Budget on June 9, 2025 pursuant to Resolution 25-09;

WHEREAS, sewer rates and budget amounts for the FY 2025-26 budget were based upon certain estimates;

WHEREAS, additional information from actual experience regarding the FY 2024-25 budget is now available and actual prior fiscal year ending balances can be reconciled with the beginning budgeted balances for the FY 2025-26 Budget;

WHEREAS, the Operating Fund is requested to be adjusted as follows:

- A decrease in the budget for Beginning Cash for Operations, in the amount of \$3,611,617, to align the FY 2025-26 Budget for Beginning Cash with the actual cash balance as of June 30, 2025;
- An increase to beginning cash in the amount of \$2,353,834 due to the receipt of unbudgeted revenue in FY2025-26;
- A carryforward of \$790,846 for Eugene Wastewater Operations and \$498,000 in additional expenditure authority, for a combined total of \$1,288,846, both for capital outlay;
- A carryforward of \$104,853 for Springfield Operations for software and rolling over of the Small Homes System Development Charges balance, plus \$33,000 in additional expenditure authority for capital outlay, for a combined total of \$137,853; and
- A decrease to the Operating Reserve of \$2,684,482.

WHEREAS, the Capital Fund is requested to be adjusted as follows:

- An increase in the budget for Beginning Cash for Capital, in the amount of \$9,650,711, to align the FY 2025-26 Budget for Beginning Cash with the actual cash balance as of June 30, 2025;
- A carryforward of \$7,674,128 for Capital Projects and \$800,000 in additional expenditure authority, for a combined total of \$8,474,128, which is offset by the reduction of the Class A Disinfection Facility Budget by \$8,200,000, for a total of \$274,128;

METROPOLITAIN WASTEWATER MANAGEMENT COMMISSION

Resolution 25-09

- An increase to the Equipment Replacement (ER) fund of \$138,692, plus \$727,787 in additional requests for additional needed equipment replacement projects, for a combined total of \$866,479;
- A carryforward of \$344,775 for Major Rehabilitation funding, plus \$71,000 in additional requests for certain rehabilitation projects, for a combined total of \$415,775;
- A carryforward of \$207,730 for Major Capital funding for outstanding open purchase orders; and
- Adjustments to the following reserves:
 - An increase to the Capital Reserve of \$6,810,277;
 - A decrease to the Equipment Replacement Reserve of \$898,578;
 - An increase to the SDC Improvement Reserve of \$1,851,478 to align with the actual beginning cash balance ; and
 - A decrease to the SDC Reimbursement Reserve of \$97,887 to align with the actual beginning cash balance.

NOW, THEREFORE, BE IT RESOLVED BY THE METROPOLITAN WASTEWATER MANAGEMENT COMMISSION:

The FY 2025-26 Supplemental Budget #1 as presented to the MWMC on September 12, 2025, is hereby approved.

ADOPTED BY THE METROPOLITAN WASTEWATER MANAGEMENT COMMISSION ON THE 12TH DAY OF SEPTEMBER 2025.

Digital Signature:

Pat Farr, MWMC President

Digital Signature:

Approved as to form: _____
Kristin Denmark, MWMC Legal Counsel

Digital Signature:

Attest: _____
Misty Inman, MWMC Secretary

Attachment A – Summary of Changes

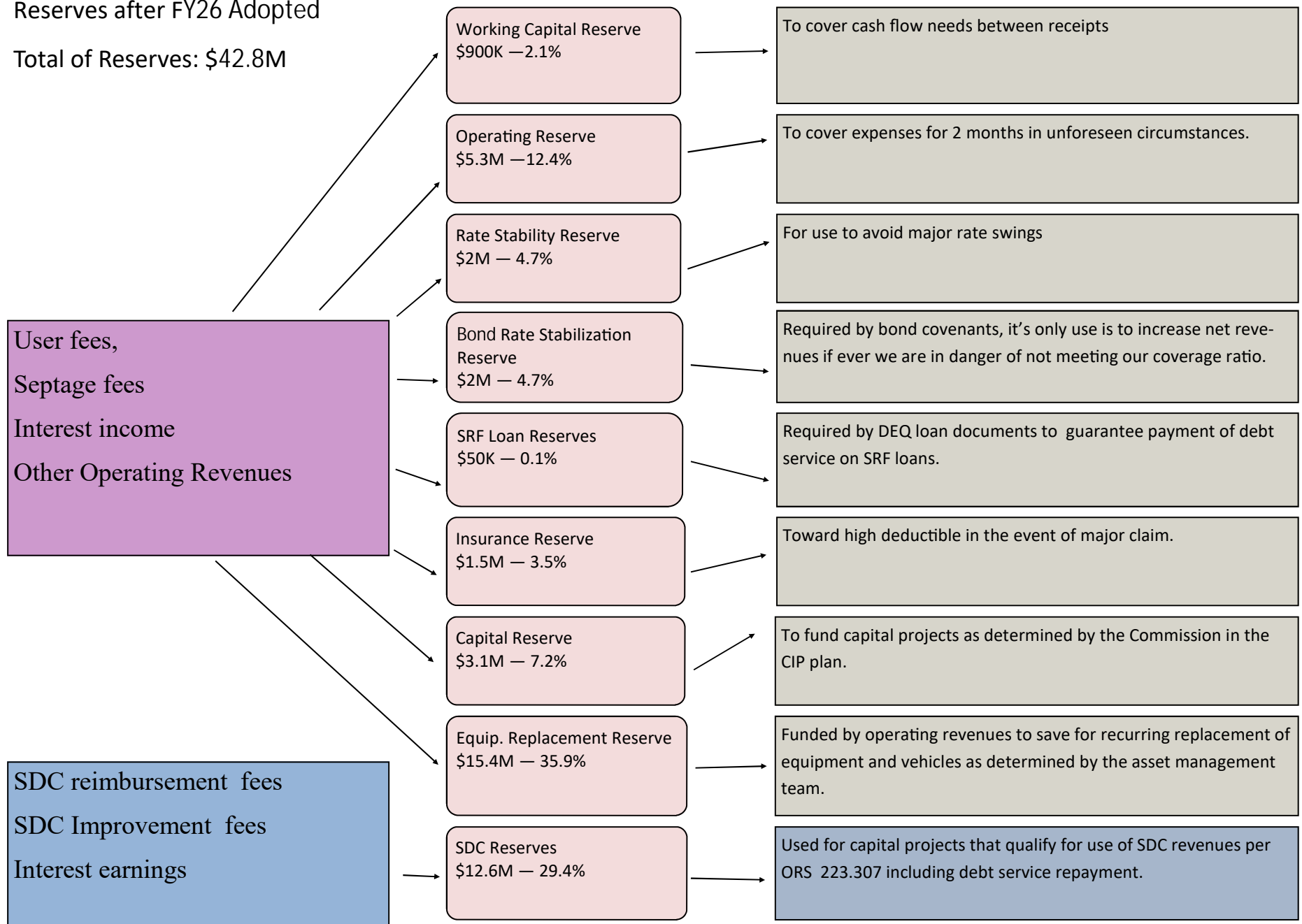
FY 2025-26

MWMC - Supplemental Budget #1 Summary

	<u>CAPITAL FUND</u>	<u>OPERATING FUND</u>	<u>TOTAL</u>
Beginning Cash Adjustment	\$ 9,650,711	\$ (3,611,617)	\$ 6,039,094
Requested Revenue Rebudgeting	-	2,353,834	2,353,834
Requested Expense Carryforwards	(8,087,941)	(895,699)	(8,983,641)
New Spending Requests	6,442,521	(531,000)	5,911,521
	<hr/>	<hr/>	<hr/>
NET CHANGE TO RESERVES	<u>\$ 8,005,290</u>	\$ (2,684,482)	\$ 5,320,808
Capital Reserve	\$ 6,810,277		
Equipment Replacement Reserve	(558,578)		
SDC Improvement Reserve	1,851,478		
SDC Reimbursement Reserve	(97,887)		
	<u>\$ 8,005,291</u>		

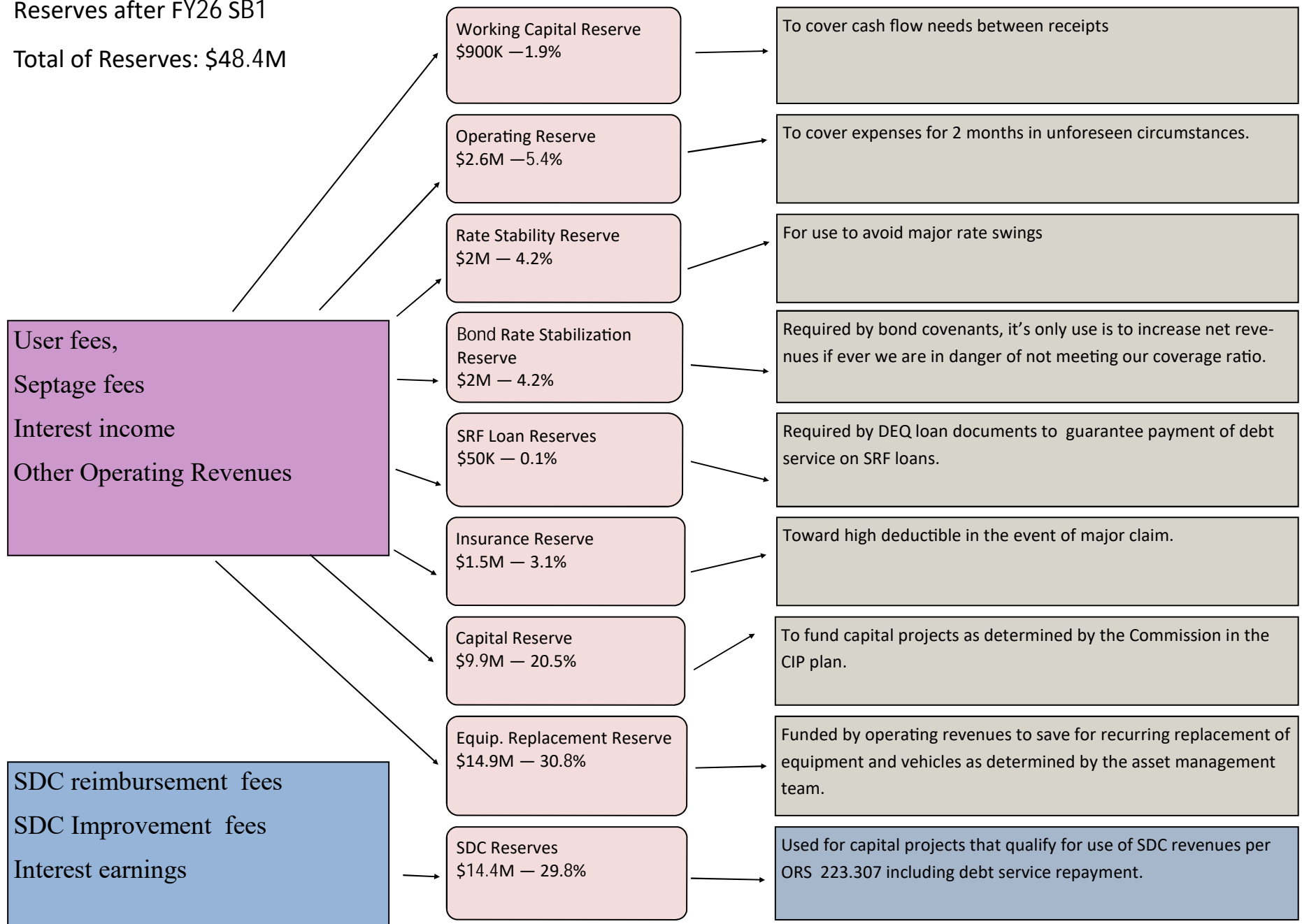
Reserves after FY26 Adopted

Total of Reserves: \$42.8M



Reserves after FY26 SB1

Total of Reserves: \$48.4M



Metropolitan Wastewater MANAGEMENT COMMISSION



partners in wastewater management

MEMORANDUM

DATE: September 4, 2025

TO: Metropolitan Wastewater Management Commission (MWMC)

FROM: Thomas Gray, Communications Coordinator
Loralyn Spiro, Communications Supervisor

SUBJECT: Public Information Program Annual Update

ACTION REQUESTED: Informational and Discussion

ISSUE

At the September 12th Commission meeting, staff will present an update on the status of the MWMC's public information program, including progress towards meeting goals and strategies identified in the 2025 MWMC Communications Plan. The presentation will provide an overview of activities completed or underway during the past year and a preview of tactics planned for 2026.

BACKGROUND

Objectives, strategies, and tactics for the MWMC Communications Plan were established by observing Commission Goals, particularly those objectives set within Key Outcome #5—Achieve and maintain public awareness and understanding of the MWMC, the regional wastewater system, and the MWMC's objectives of maintaining water quality and a sustainable environment. The MWMC Communications Plan is further guided by the results from periodic market research conducted to gauge the awareness and understanding of the MWMC and its programs.

The MWMC first conducted a community-wide survey in 2015, creating a benchmark to help set goals and objectives for a new MWMC Communications Plan. The findings from the 2015 Community Survey helped define the plan's overarching goal to increase awareness of the MWMC and its role in the health and vitality of our community and environment and, more specifically, direct development of measurable objectives.

A second round of community market research was conducted in 2019-2020. The results confirmed that the existing strategies listed in the Communication Plan were still relevant and identified the need for adding an additional strategy. Tactics identified during the Communications Strategic Planning Phase 2 effort in 2019 helped guide the work of telling the MWMC's story and were integrated into the 2020 MWMC Communications Plan.

The 2020 Plan has since been updated with additional strategies and tactics from the Strategic Communications Planning Phase 2 work, as well as results from advertising, education, and outreach efforts conducted over the past three years. While the 2020 Plan remained relevant with periodic adjustments to the tactics, staff identified the need to refresh the 2020 Plan, and the updated 2025 MWMC Communications Plan was implemented in February 2025.

The five core overarching strategies in the MWMC Communications Plan are:

1. Increase community understanding of the connection between well-managed wastewater services and a healthy local environment.
2. Raise awareness of the MWMC as a leader in water resources management, specifically in wastewater treatment practices and expertise.
3. Increase community understanding of how their behavior and practices affect the health of local waterways and what they can do to help protect our environment.
4. Strengthen communications by evaluating the effectiveness of strategies/tactics implemented.
5. Increase awareness of the importance of having clean water now and in the future, and the steps it takes to clean water.

DISCUSSION

Highlighted tactics and information staff plans to cover during the presentation at the September 12th Commission meeting include:

- An overview of ongoing education, outreach, and public relations efforts, including events, e-newsletters, and brochures.
- Insights on the continued growth of the MWMC social media platforms.
- A brief review of the 2024 MWMC Annual Report.
- A results summary of the 2025 Pollution Prevention Digital Advertising Campaign.
- Continued build-out of the MWMC branding elements – Wally the Waterdrop
- Preview of the 2025 Clean Water University Field Trip Event. Additional details will be shared during the Clean Water University Debrief presentation following the event; a full report, including virtual participation, will be provided at the end of the 2025-2026 school year.
- Outcomes from sponsorships and the associated benefits received, including supporting the summer giveaway series on the MWMC social media channels.
- Awards the MWMC received in 2025.
- A preview of the upcoming direct mailer.
- Upcoming efforts for the 2026 calendar year.

ACTION REQUESTED

This memo is presented for informational purposes; no specific actions or decisions are requested.

Metropolitan Wastewater MANAGEMENT COMMISSION



partners in wastewater management

MEMORANDUM

DATE: September 4, 2025

TO: Metropolitan Wastewater Management Commission (MWMC)

FROM: Todd Miller, Environmental Services/MWMC Deputy Director

SUBJECT: Integrated Wastewater Utility Plan Development Update

ACTION REQUESTED: Provide input on plan development

ISSUE

As part of the MWMC's 20-year comprehensive facilities planning process, staff is developing an Integrated Wastewater Utility Plan (IWUP). At the September 12, 2025, MWMC meeting, staff will present an update on progress made towards developing the IWUP. Commission input is invited on the current work-in-progress, as the final plan is intended to be an ongoing reference and guidance document to how staff identifies, prioritizes, and advances opportunities and programs for the MWMC.

BACKGROUND

Staff presented a Comprehensive Facilities Plan development update to the Commission at the May 9, 2025, MWMC meeting. That presentation focused on development of the recommended capital improvements program (CIP) project list and related work on the Process Facilities Plan. Staff also introduced progress on the IWUP, including how the three-volume facilities plan approach aligns with the wastewater industry's effective utility management (EUM) practices. In general, integrated planning provides a proactive, comprehensive roadmap to strategic decision making and project prioritization. Stakeholder values and input are an important part of the planning process.

As outlined during the May 2025 meeting presentation, staff has refined the three-volume facilities plan approach to align with the three successively progressive EUM levels of service. This also aligns well with completing the Jacobs-led Process Facilities Plan for core service needs first and then applying an integrated planning approach to understanding those issues and needs in concert with broader drivers and issues to consider enhanced and more efficient long-term outcomes.

DISCUSSION

Integrated planning expands on traditional wastewater planning to address how a utility can more effectively and efficiently deliver services across a spectrum of drivers as an integral part of the community. The IWUP recognizes the foundation provided by the MWMC's Strategic Plan, Communication Plan, Financial Plan, the draft Process Facilities Plan, and other existing governing documents, as well as other local, regional, and statewide plans and goals. In the absence of such an integrated plan, opportunities can arise without a consistent framework to evaluate them in the context of multiple regulatory and community drivers. West-Yost has identified the sources of such opportunities as including:

- Staff contributions
- Stakeholder engagement
- Industry trends and best practices
- Regulatory changes

As presented at the May 2025 MWMC meeting, the IWUP organizes the vast array of factors to consider into nine utility sustainability elements (coined USEs). These nine utility sustainability elements are identified in order from those with the closest nexus and internality to the MWMC to those with more indirect nexus and externality to the MWMC.

9 Utility Sustainability Elements (USEs):

- USE 1: Organizational
- USE 2: Operational
- USE 3: Facilities
- USE 4: Financial
- USE 5: Relational
- USE 6: Regulatory
- USE 7: Environmental
- USE 8: Industrial-Institutional
- USE 9: Socio-Political

At the September 12, 2025 MWMC meeting, staff will provide more information and context on the development of the IWUP, including a review of the decision-making framework being developed by West-Yost for the IWUP.

ACTION REQUESTED

Staff seeks input from the commission on considerations for the nine utility sustainability elements to ensure the draft IWUP is comprehensive, focused, and reflective of the MWMC's needs.

ATTACHMENTS

None