



## **CITY COUNCIL WORK SESSION AGENDA**

**Monday, May 16, 2022 - 4:00 PM**

**Conference Room A - 169 SW Coast Highway, Newport, Oregon 97365**

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All public meetings of the City of Newport will be held in the City Council Chambers of the Newport City Hall, 169 SW Coast Highway, Newport. The meeting location is accessible to persons with disabilities. A request for an interpreter, or for other accommodations, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder at 541.574.0613, or [p.hawker@newportoregon.gov](mailto:p.hawker@newportoregon.gov).

All meetings are live-streamed at <https://newportoregon.gov>, and broadcast on Charter Channel 190. Anyone wishing to provide written public comment should send the comment to [publiccomment@newportoregon.gov](mailto:publiccomment@newportoregon.gov). Public comment must be received four hours prior to a scheduled meeting. For example, if a meeting is to be held at 3:00 P.M., the deadline to submit written comment is 11:00 A.M. If a meeting is scheduled to occur before noon, the written comment must be submitted by 5:00 P.M. the previous day. To provide virtual public comment during a city meeting, a request must be made to the meeting staff at least 24 hours prior to the start of the meeting. This provision applies only to public comment and presenters outside the area and/or unable to physically attend an in person meeting.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

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### **1. CALL TO ORDER AND ROLL CALL**

### **2. DISCUSSION ITEMS**

#### **2.A Wastewater Treatment Plant - Master Plan Update**

[Staff Report.docx.pdf](#)  
[5 16 22 work session pdf.pdf](#)  
[WWTP Master Plan Update 05-16-2022.pdf](#)

### **3. ADJOURNMENT**



**STAFF REPORT  
CITY COUNCIL AGENDA ITEM**

Meeting Date: 05/16/2022

**Title:** Wastewater Treatment Master Plan Update

**Prepared by:** David Powell PE, Public Works Director

**Recommended Motion:**

None

**Background Information:**

The City of Newport (City) initiated a Wastewater Treatment Master Plan (WWTMP) in 2017. The purpose of the WWTMP was to evaluate existing infrastructure, operational procedures, equipment performance, projected population growth, future flows and loads, anticipated future regulations, and financial planning and develop a Capital Improvement Program (CIP) to address both current needs and plan for wastewater service requirements for the next 20 years.

In 2018, Phase I of the WWTMP was completed, which included an assessment of existing conditions and flows and loads, an equipment condition assessment, flow and load forecasts, and a plant capacity assessment. A key finding of Phase I was that industrial users contributed a significant portion of headworks loads. Based in part on this finding, the City elected to pause the planning process to implement a pretreatment program.

With the pretreatment program now completed, the City has restarted the master planning. Brown & Caldwell is preparing the bulk of the Facilities Plan, focusing on the hydraulic and biological portions of the work, including pumping, pipelines, and treatment. Kennedy Jenks Engineers has expertise specific to the biosolids portion of the facility planning and they are working on the biosolids and disposal portions of the plan.

The master plan is being implemented in three Phases:

**Phase I:** Establish Baseline Conditions and Basis of Planning (Completed 2018)

**Phase II:** Alternatives Development and Evaluation

Update key findings from the 2018 evaluation to reflect changes since 2018, including changes in industrial loads, population growth and population trends, review of critical systems and develop alternatives for replacement, develop cost estimates and

implementation schedule recommendations. All this work will be presented in a master plan document including a Capital Improvement Program (CIP).

**Phase III: Facilities Plan and Rate Structure Support**

Develop the Facilities Plan for the improvements identified in the SSMP and WWTMP, and use the costs and Capital Improvement schedule to feed into the rate study.

The work to accomplish the WWTMP Phase II will be approximately 9 to 12 months. Staff plans to accelerate this schedule if possible. The work will include engagement with the Council and public through City Council Work Sessions as appropriate.

**Current Work in Progress**

Staff and consultants held the initial kickoff meeting March 30, 2022. There have been three bi-weekly progress meetings to review numerous data requests from the consultant. The work is currently focused on recent population growth, growth projections and trends, loading and current capacity of unit processes, and flow/loading projections that will drive the need for expansion of certain systems, such as biosolids processing. The consultants are developing alternatives for biosolids processing, updating the sewer system master plan, and developing recommendations for replacement of aging critical equipment and controls.

Staff plan to present some graphs and illustrations at the work session for further information.

**Conclusions**

As critical control systems continue to age, staff must manually operate certain systems (sludge handling, for instance). As equipment systems fail, (PLCs, centrifuges, screens, pumps, etc) these components will have to be acquired on an emergency basis which is not cost efficient. Because the biosolids treatment system is operating beyond its design capacity, it continues to age quickly. Absent a Master Plan, we are not aware of whether replacement systems and equipment will be compatible with the overall Master Plan.

**Fiscal Notes:**

As schedule and costs are developed through the planning process, the cost of expanding the treatment plant will be included in the rate analysis so the City can determine and collect appropriate rate costs and System Development Charges (SDC's).

**Alternatives:**

Alternatives will be presented as the master plan is developed.



Spencer R. Nebel  
City Manager  
CITY OF NEWPORT  
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s.nebel@newportoregon.gov

**DATE:** May 12, 2022  
**TO:** City Council  
**FROM:** Spencer Nebel, City Manager  
**RE:** Work Session for Monday, May 16, 2022 at 4 PM

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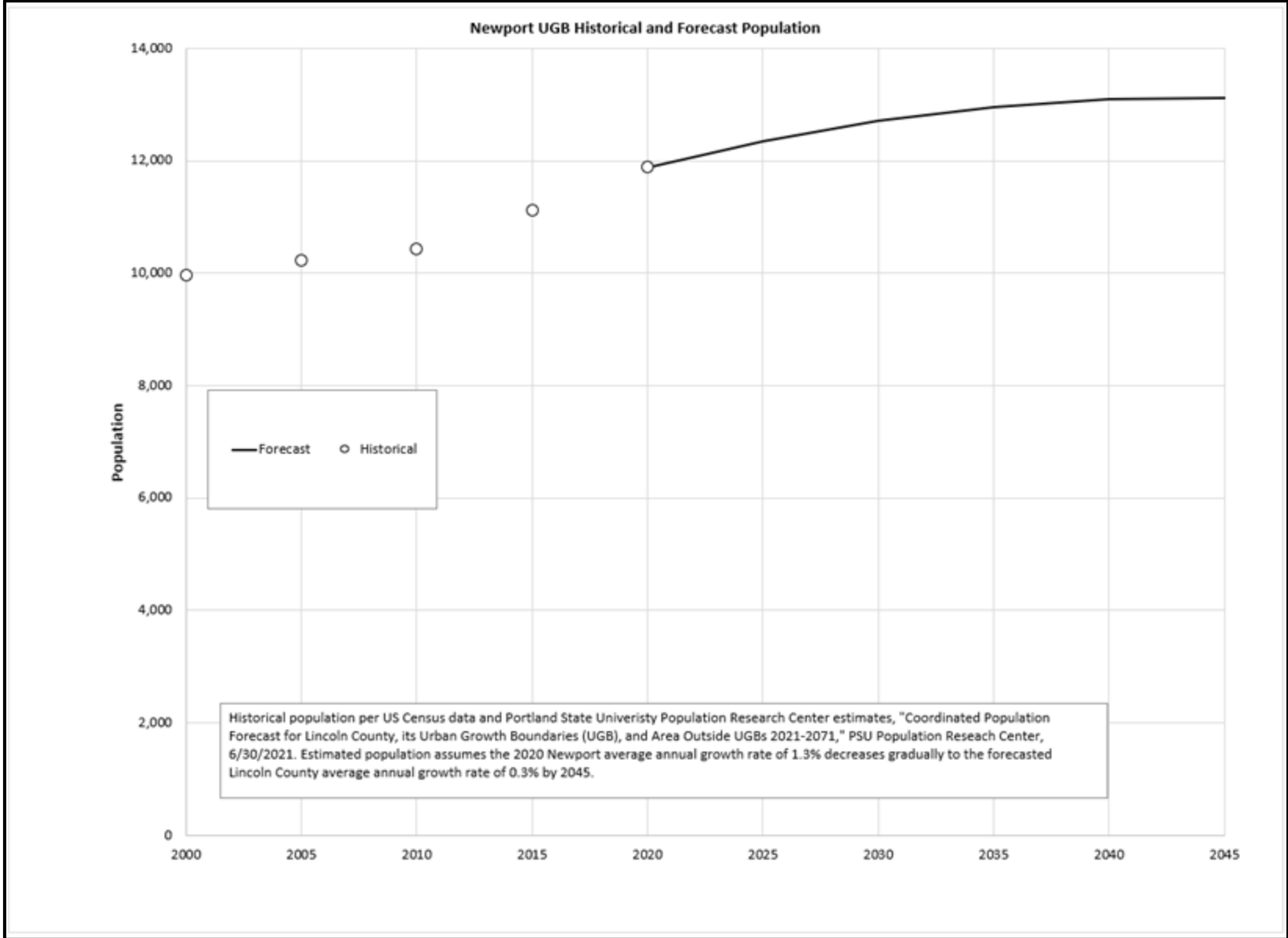
On Monday May 16 at 4 PM City Council will meet in a work session to review the Wastewater Treatment Plant Master Plan update. Public Works Director, David Powell and Wastewater Superintendent, Andrew Grant, will provide an overview of the efforts that are underway to develop a Master Plan for future upgrades to the Wastewater Treatment plant. The kickoff meeting for the master planning process started March 30<sup>th</sup> and it is estimated that the alternatives development and evaluation will be conducted over the next 9 to 12 months. The final piece of the planning effort is the impact that these improvements will have on the facilities plan and the utility rates necessary to support these ongoing improvements.

Following the work session there will be an Urban Renewal Meeting at 5 PM with the regular City Council meeting occurring at 6 PM. We will provide a dinner option so that the Council Members can work through this meeting schedule.

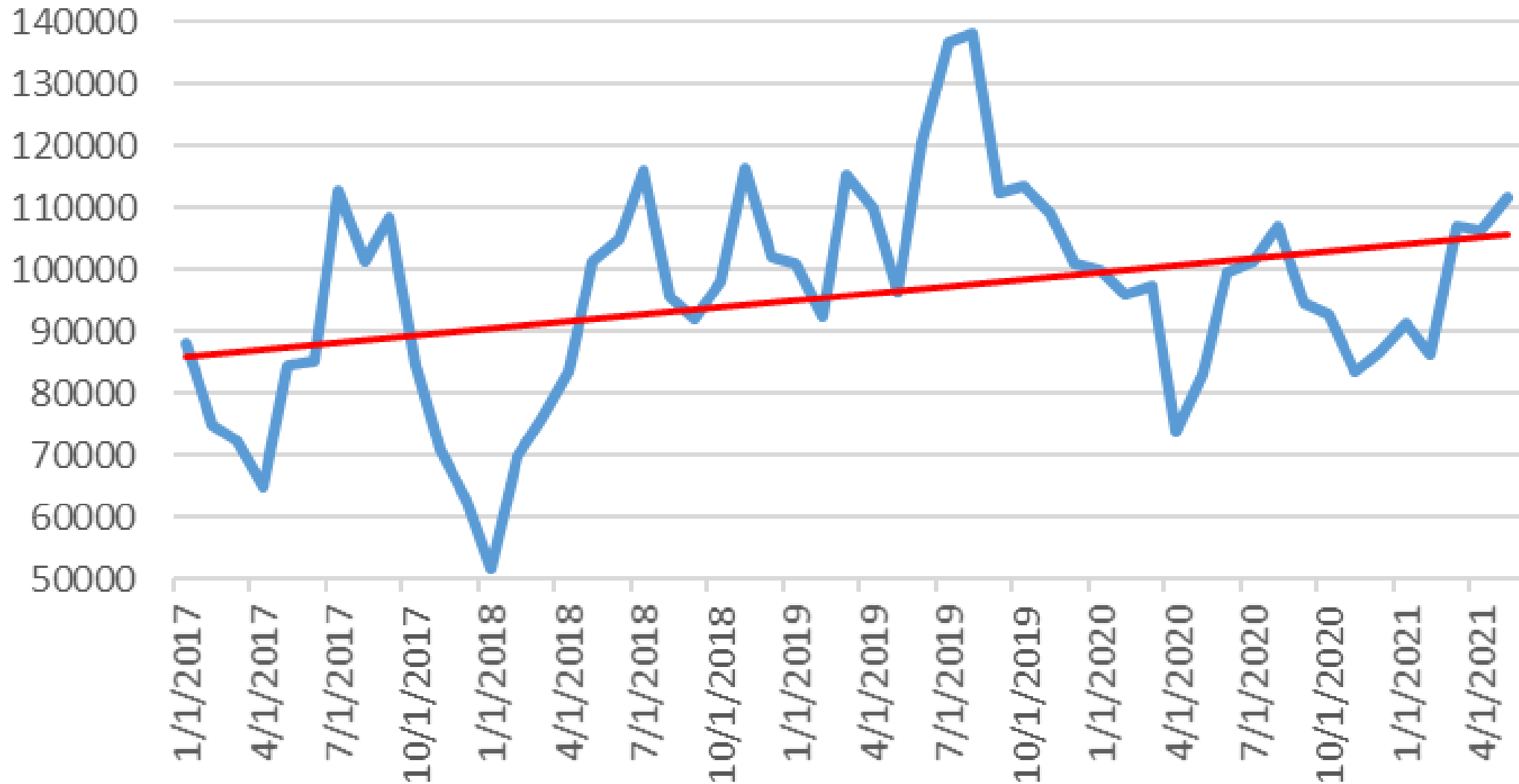
Respectfully,

A handwritten signature in blue ink, appearing to read "S. Nebel".

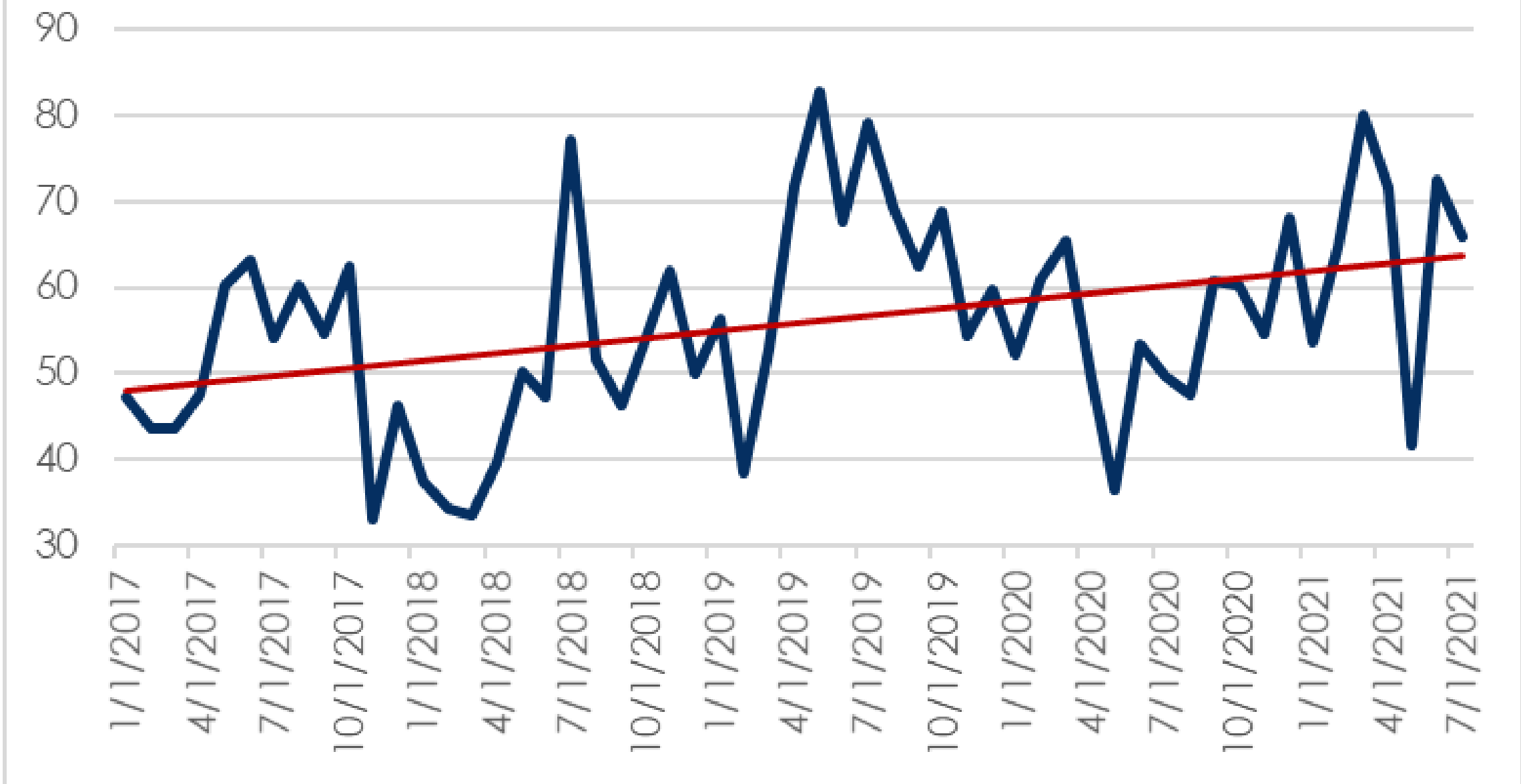
Spencer R. Nebel  
City Manager



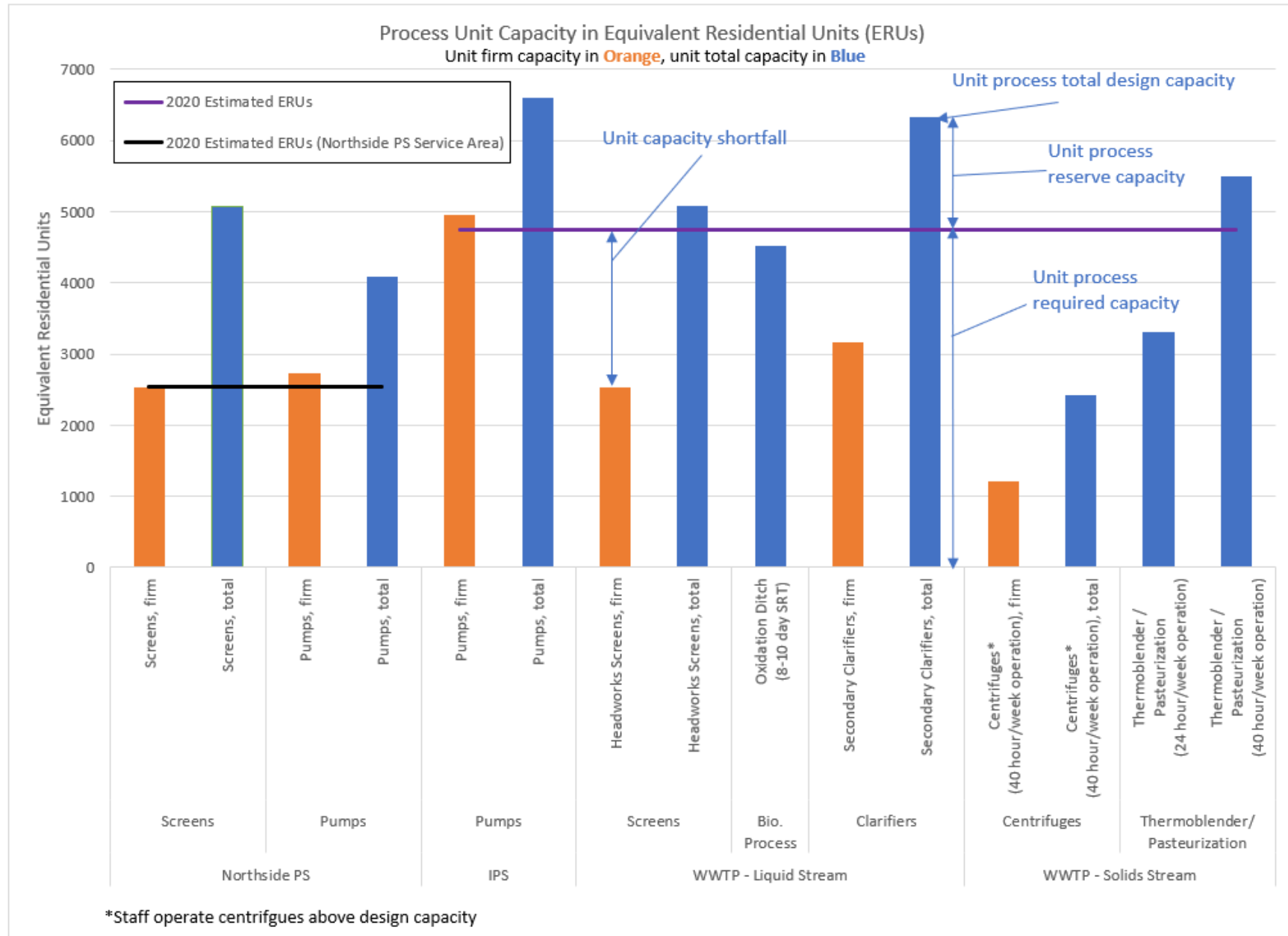
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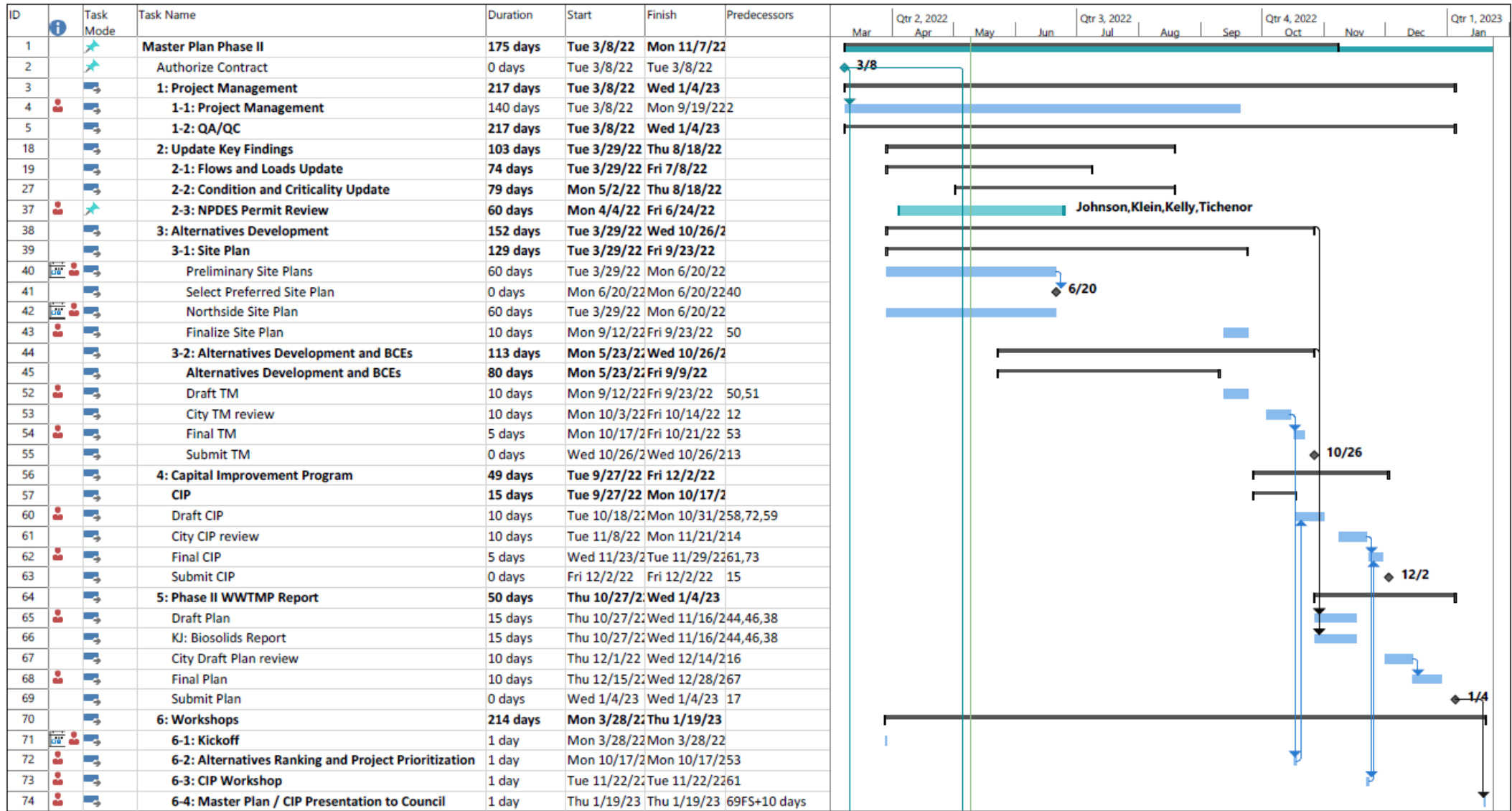


# Biosolids Dry ton









Project: Schedule - Phase II WW  
Date: Tue 5/10/22

|           |  |                    |  |                       |  |                    |  |                 |  |
|-----------|--|--------------------|--|-----------------------|--|--------------------|--|-----------------|--|
| Task      |  | Project Summary    |  | Manual Task           |  | Start-only         |  | Deadline        |  |
| Split     |  | Inactive Task      |  | Duration-only         |  | Finish-only        |  | Progress        |  |
| Milestone |  | Inactive Milestone |  | Manual Summary Rollup |  | External Tasks     |  | Manual Progress |  |
| Summary   |  | Inactive Summary   |  | Manual Summary        |  | External Milestone |  |                 |  |