



**REGIONAL WATER PROVIDERS CONSORTIUM  
TECHNICAL ADVISORY COMMITTEE MEETING  
Minutes of September 5, 2018**

Vice-Chair Andrew Degner from the City of Gresham called the meeting of the Consortium Technical Committee (CTC) to order at 1:30 p.m. CTC members in attendance included David Winship from the City of Beaverton, Todd Heidgerken from Clackamas River Water, Rich Blackmun from the City of Forest Grove, Andrew Degner from the City of Gresham, Kevin Hanway from the City of Hillsboro, Kari Duncan from the City of Lake Oswego, Don Simenson from the City of Milwaukie, Sarah Jo Chaplen from Oak Lodge Water Services, Edward Campbell from the City of Portland, Brian Stahl from Rockwood Water PUD, Elizabeth Edgar from Sunrise Water Authority, Jeff Fuchs from the City of Tualatin, Mark Knudson and Carrie Pak from Tualatin Valley Water District, and Mike Grimm from West Slope Water District.

Consortium Staff included Rebecca Geisen, Bonny Cushman, Katy Asher, and Patty Burk.

**Approval of June, July and August 2018 Meeting Minutes:** Mike Grimm made a motion to approve the June 20, July 18, and August 8, 2018 meeting minutes as presented. Kari Duncan seconded the motion. The Consortium Technical Committee unanimously approved the June 20, July 18, and August 8, 2018 meeting minutes as presented. (14:0:0)

**Election of Officers:** Rebecca Geisen mentioned that John Goodrich and Andrew Degner have completed their first year as Consortium Technical Committee Chair and Vice-Chair respectively. Each is eligible to serve for an additional year. CTC By-laws state that the CTC Chair and Vice-Chair shall be elected for a period of one year with a possible one-year succession. John Goodrich was unable to attend the meeting but indicated to Consortium staff he was willing to serve a second term if nominated.

Nominations for Consortium Technical Committee Chair and Vice-Chair were opened. A motion was made and seconded to nominate John Goodrich from the City of Tigard for CTC Chair and Andrew Degner from the City of Gresham for Vice-Chair. There were no other nominations. The CTC unanimously approved John Goodrich for CTC Chair and Andrew Degner for CTC Vice-Chair. (14:0:0)

**Summer Supply:**

Bull Run: Edward Campbell reported that the current reservoir storage level is at approximately 40% usable storage. Water demand has gone down some and the rate of drawdown from the reservoirs has slowed. Groundwater continues to run at 42 MGD. Edward mentioned that a pump from a major well in the groundwater system is down and has been sent out for repair. The pump is expected to be back in operation in October. Edward noted at this time, however, Bull Run supply is holding steady and in good shape.

Clackamas River: Kari Duncan reported that the Clackamas providers have been watching the river gauges closely over the summer as flow rates were hovering somewhat near to some providers' curtailment triggers, but the flows have not dipped below those levels. The current flow rate is approximately 750-800 cubic feet per second and Portland General Electric has begun to release additional water that will bring river levels up. Kari said some voluntary and enhanced conservation messaging has been done throughout the summer but in general supply is looking good.

Trask/Tualatin Rivers: Kevin Hanway advised that the Joint Water Commission (JWC) system is holding up well. He noted that as of last week they are 100% regulated off the Tualatin River so they are 100% relying on storage in Hagg Lake and Barney Reservoir. Current reservoir storage level is 45% and the JWC is feeling very comfortable about getting through the remainder of the long, dry summer.

City of Milwaukie: Don Simenson reported that the City of Milwaukie is 100% groundwater. He noted that the City has back up supply agreements with the City of Portland and Clackamas River Water, but they have not had to utilize that supply this summer. Don noted that the City will be bidding on a new well repair/replacement as one of their wells has a split in the well casing. Don said pumping demand is down 7-8% from last year.

City of Forest Grove: Rich Blackmun reported that the City of Forest Grove has been regulated off their last water right which is typical for their system. Rich noted that most of their summer supply comes from the JWC; approximately 5 MGD.

City of Sherwood: Rich Sattler mentioned that the City of Sherwood relies on water from the Willamette River. Peak day was approximately 4 MGD.

South Fork Water Board – Oregon City and West Linn: Kari Duncan mentioned that South Fork Water Board had a leak in a main service line. They plan to bypass and stabilize the area of line that is compromised. Pipe is on order for the bypass and installation will begin as soon as possible. The Lake Oswego Tigard Plant is prepared to serve West Linn however it is not needed at this time as SFWB is able to continue to provide water and mitigate the leak.

Todd Heidgerken reported that this week dewatering wells will be put in around the compromised pipe and the bypass work will begin. The 30-inch pipe will be taken out of service for approximately eight hours to allow the bypass work to be completed during which time no water flow will be going to much of Clackamas River Water, West Linn and Oregon City. Todd

said a temporary, just for that day, curtailment message will be sent out. Once the bypass is in place, work will begin on the replacement of the 30-inch main line with hopes of completing that work in late October, early November.

**FY 2019/20 Budget and Work Plan Concepts Discussion:** Rebecca reminded CTC members that the Consortium Board will discuss budget concepts for FY 2019/20 at their October Board meeting and guidance is needed from the CTC to determine what projects and program priorities and subsequent dues proposals should be recommended to the Executive Committee and Board for their consideration.

Rebecca advised that the FY 2019/20 budget will be quite different than the current year budget where a large carryover allowed for the funding of one-time projects. Rebecca said the carryover amount from FY 2017/18 that could be applied to the FY 2019/20 budget is much smaller; \$41,700. Rebecca provided three budget concept options that reflect varying levels of dues increases and associated program changes. Option A, which would include a 5% dues increase, reduces program levels for the summer television and radio campaign; eliminates how to videos; and a reduces the emergency preparedness TriMet bus campaign. Option B, which would come with a 10% dues increase is characterized as a current service level budget and includes the possible reallocation of outreach funds contingent upon the results of the Consortium program evaluation. Option C, which includes a 13% dues increase would include some enhanced service level allowing for the printing of new emergency preparedness and conservation materials, and the continuation of Spanish radio messaging and other Spanish outreach. All three options eliminate the Interconnection Study sinking funds as this work may be brought in house and become member staff driven.

CTC members discussed the FY 2019/20 budget concepts outlined. Budget direction suggestions were given including adding the current one-time projects to the table; providing some correlation or framework on how these programs tie into the updated Strategic Plan; reflecting on how the media outreach program may change after the program evaluation is completed; add information on the budget totals (the budget is less than the current year in all three options) vs the due increase; and putting more of an emphasis on the Spanish outreach program and what it includes. The consensus amongst the CTC members was that Option B would likely be supportable by the Board, but it might be more acceptable if it could somehow be reduced to a single digit percentage, i.e., 9%.

Rebecca reminded CTC members that the costs and dues estimates may vary depending on the final staffing costs which will be provided by the City of Portland in December. She advised that the current budget information assumes an increase of 5% in staffing costs. Rebecca noted that the Conservation and Emergency Preparedness committees will be meeting in the coming weeks and they may have additional feedback or ideas. The Consortium Executive Committee will meet next week to discuss the FY 2019/20 budget concepts as well.

### **Project Manager Report:**

**Interconnections Geodatabase:** Rebecca advised that a Regional Interconnections Geodatabase – GIS Users meeting was held in mid-April. She noted that this meeting was a result of feedback

from the October Table Top exercise and after-action report that included comments from provider GIS staff about ways to improve the geodatabase, and suggestions for maintenance and updating the geodatabase. The users group discussed how to best facilitate updates, security of the data, end uses, and how to best transfer data and geodatabase between members.

Rebecca advised that the GIS group expressed some issues/hurdles if this work is to be completed internally. To be successful, members will need to be able to share information using a cloud-based ArcGIS Online platform to submit updates and streamline processes. Although supported by the GIS users, there was thought there may be security concerns by some members using a web-based system. Rebecca said the GIS group suggested doing an informal mock tabletop exercise using ArcGIS Online to see how it works and provide users an opportunity to ask questions and discuss security concerns. The other hurdle to consider would be that members would need to agree on the feature classes within the geodatabase, using the same schema, to do their updates so that when it gets folded up into the larger geodatabase it all matches. Rebecca asked if CTC members were supportive of the GIS group proceeding with the mock tabletop exercise using the ArcGIS Online program to explore the possibility of updating the Interconnection Study geodatabase internally.

Mark Knudson commented that the technology and security issues for TVWD were minimal. He advised that he was more concerned with the housing of the data with the City of Portland and whether the Consortium may need to revisit updating the confidentiality/non-disclosure agreement that was signed by members to protect the sharing of the data. Mark noted another thing to consider is if in the future the staff time commitment proves to be more than anticipated and more staffing costs are requested to do the updates and maintain the geodatabase.

Rebecca clarified that any Consortium provider member could be the keeper of the geodatabase, it just so happened that the GIS representative with the City of Portland volunteered to house it.

It was the consensus of the CTC to bring the GIS user group back together to continue the discussion on the feasibility of the project and to move forward with the mock tabletop to test the ArcGIS Online functionality and discuss issues and next steps.

Consortium Logo: Rebecca reminded CTC members that Wilborn Design, the Consortium graphic design consultant has been working on revising and standardizing the graphic look and feel of Consortium materials and documents which included the Consortium logo. The logo was minimally updated to include a slightly different color palate while still maintaining the general design. Rebecca distributed a print of the new logo. CTC members approved the update and to begin using the revised logo.

Consortium Program Evaluation: Rebecca advised that DHM Research has developed a draft survey for the Consortium Program Evaluation. Consortium staff is currently reviewing the draft and working with DHM on revisions. The hope is to have the survey completed and results compiled by the end of November.

**Stranded Worker Agreement:** Rebecca mentioned that the draft Stranded Worker Agreement has been sent to the Oregon Water/Wastewater Response Network (ORWARN) Chair for review and consideration.

**Program Updates:** Bonny Cushman, Consortium Program Coordinator reported that the summer outreach campaign has wrapped up. Eighteen outreach interviews were completed and can be found on the Consortium website. Bonny noted that the campaign numbers – number of television spots and radio ads, in-kind value, etc. are coming in and will be made available at the October Board meeting. Bonny thanked CTC members for allowing their staff to participate in interviews and on-air appearances during the campaign.

Bonny reminded CTC members that this summer a new initiative was launched with KUNP, Spanish television that included the development of a Spanish language conservation newsletter as well as landing page for the Consortium website. The newsletter was sent out in July. 4000 people or 16% of recipients opened the newsletter. Bonny said next week, KUNP will send out its second newsletter with an emergency preparedness focus and a Spanish language emergency preparedness landing page on the Consortium website has been created as well.

Bonny noted that the Consortium is again partnering with KGW for the month of September for an emergency preparedness campaign with several television stories and a Facebook live segment on September 17.

The Consortium will have a table at the Red Cross and KGW's three large-scale Prepare Out Loud Events in Gresham, Portland, and Sherwood, on September 25, 26, and 27 respectively; promoting adding water to emergency preparedness kits.

Bonny advised that the Consortium will conduct its second annual emergency water supply kit promotion during September to coincide with National Preparedness month. Each kit contains a one-gallon water container, instructions for accessing water from your water heater (that you can hang on your water heater), and a postcard describing how and where to store your emergency water supplies.

Bonny mentioned that recently she sent out e-mail that outlines a plan for moving forward with an enhanced Spanish outreach plan and had ask for feedback/comments. The plan included a Spanish "how to" video; translation of key conservation and emergency preparedness materials and promotion and rebate information; and radio advertisement. Bonny thanked CTC members for their feedback to her e-mail inquiry and asked for any additional comments.

CTC members where supportive of the direction for the Spanish outreach plan.

Bonny provided a handout that outlined the upcoming outreach projects for the current 2018/19 fiscal year.

**October Consortium Board Meeting Draft Agenda:** Rebecca pointed out that included in the meeting materials was the October Consortium Board meeting draft agenda. Agenda items include approval of Board meeting minutes, the adoption of the Consortium Strategic Plan, project manager and committee reports, a FY 2019/20 budget and work plan concepts discussion, and a placeholder presentation. Potential topics for the presentation included summer

supply wrap up, member roundtable, DOGAMI report, summer outreach campaign wrap up, Salem – lessons learned, or legislative update/preview.

The CTC discussed the placeholder topics and recommended the summer outreach campaign wrap up and a brief summer supply wrap up. Rebecca noted that the Consortium Executive Committee meets next week at which time she will present the options for their consideration and approval.

**Member Roundtable:**

City of Gresham: Andrew Degner reported that the City of Gresham received a \$2.2 million Federal Emergency Management Agency (FEMA) grant to seismically retrofit Grant Butte Reservoir. FEMA will cover 75% of the costs and the City of Gresham will fund the remaining.

Lake Oswego: Kari Duncan reported that the City of Lake Oswego's Water System Master Plan was approved by the Oregon Health Authority (OHA). In addition, the City of Lake Oswego came in 2<sup>nd</sup> place for an OWRD conservation award.

City of Portland: Edward Campbell reported that the Portland Water Bureau's Environmental Assessment for the Bull Run Land Exchange has been published in a decision notice. This kicks off a 45-day comment period for the public or anyone who would like to appeal that decision. An appeal would trigger another 45-day administrative review period. Edward noted that at the completion of either the 45 or 90-day period, the bureau will be in a position to bring an agreement forward for City Council consideration.

Tualatin Valley Water District (TVWD): Mark Knudson reported that progress continues on the Willamette Water Supply Program. He noted that if time allows at a future CTC meeting, project team members could give a short presentation on what's happening and recent milestones reached for the project.

Mark announced that Carrie Pak will be the primary representative on the CTC for TVWD.

**Legislative Update:** Rebecca reported that permanent rule making for cyanotoxins is on everyone's radar. The Oregon Health Authority is looking at how they are going to fund their programs in the future. Rebecca advised the Governor's office has a new initiative, 100-year water vision, water future for all Oregonians. Rebecca said she is not sure what this will translate into but just wanted to make others aware of it and that she would be following it. In addition, Rebecca reported that several Oregon Congress representatives have expressed interest in emergency water distribution and how to get water to the public during an emergency. The Governor's office has convened a group to talk about this issue.

The meeting was adjourned at 3:25 p.m. The next meeting of the Consortium Technical Committee is November 7, 2018 at Tualatin Valley Water District.

Submitted by Patty Burk, Consortium Staff