

REGIONAL WATER PROVIDERS CONSORTIUM FINAL BUDGET & WORK PLAN—FISCAL YEAR 2017 - 2018					FY 17/18	FY 16/17
Administration and Public Involvement	Staff and Material and Services	FTE	Hours	Cost	Cost	
<p>Work program &amp; budget development, contracting, fiscal management &amp; reporting, personnel management, business logistics, Consortium Board, Executive Committee, Consortium Technical Committee meetings and topic development, and other advisory bodies of the Consortium. Public inquiry support, public meeting set up, review of public involvement strategy, and website support. Materials and services includes meeting support, meeting room rental, public outreach, postage, etc. Administration staff to provide support to all program areas.</p> <p><b>Graphic Designer</b> - design support for emergency preparedness, conservation and other program materials</p> <p><b>Websites</b> - includes managing and updating website and social media, website hosting, web programmer and related costs for conserveh2o and regionalh2o - update Water House, merge both websites under regionalh2o</p>	Administration	0.7		\$91,525	\$102,815	
	Program Specialist		450	\$30,600	\$19,758	
	Project Manager		320	\$34,643	\$37,534	
	Materials & Services			\$14,000	\$14,000	
	Graphic Designer			\$10,000		
	Websites (hosting and maintenance)			\$14,750	\$4,000	
	Total Materials and Services			\$38,750	\$18,000	
	Total Staff Time	1.1		\$156,768	\$160,107	
	<b>Total for Administration and PI</b>			<b>\$195,518</b>	<b>\$178,107</b>	
Emergency Preparedness Program						
<p>Continue work in emergency preparedness as outlined in the strategic plan goals. Includes staff support to the Consortium's Emergency Planning Committee and participation in the Regional Disaster Preparedness Organization. Includes emergency training and exercises, grant application and equipment support, update and development of emergency coordination and communication resources, update and continued development of emergency preparedness modules, maintenance of the regional interconnections geodatabase and public outreach and education. Support implementation of Oregon Resilience Plan.</p> <p><b>How to Videos</b> for website and social media that cover water-related emergency preparedness topics (treatment, sources, etc.)</p> <p><b>Sinking Fund</b> (year 1 of 5) - Reinstate funds for interconnections study update</p> <p><b>Trimet Bus Sides</b> - Continue three-month bus side campaign with water-related tips on preparedness</p> <p><b>Exercise and Training</b> - Regional exercise and Consortium-sponsored trainings (e.g. TEEEX Homeland Security training)</p> <p><b>TV preparedness campaign</b> - ads and stories promoting and incorporating the Consortium's water-focused emergency preparedness messaging via a television campaign</p>	Project Manager		320	\$34,643	\$34,853	
	Program Coordinator		600	\$49,800	\$33,588	
	Program Specialist		300	\$20,400	\$4,016	
	Materials & Services			\$2,000	\$2,000	
	How-to Videos for website			\$2,000	\$3,000	
	Trimet Bus Side on Emer Prep			\$22,000	\$25,000	
	Sinking Fund (Interconnections Update)			\$3,000	\$0	
	Exercise and Training			\$2,000	\$0	
	TV preparedness campaign			\$14,600	27000 (equipment)	
	Total Materials and Services			\$45,600	\$57,000	
	Total Staff Time	0.7		\$104,843	\$72,457	
	<b>Total for Emergency Preparedness</b>			<b>\$150,443</b>	<b>\$131,457</b>	
	Regional Coordination					
<p><b>Intergovernmental Coordination</b> – Staff participation on major federal, state and regional issues that affect water providers, with emphasis on the Oregon Water Resources Department programs and activities, Oregon Resilience Plan, Oregon legislative session and coordination with other regional stakeholders. Share climate change research and application with Consortium members.</p> <p><b>Drinking Water Advisory (DWA) Look-Up Tool</b> - Continue work with Portland's Bureau of Technology Services to maintain a web-based application on www.PublicAlerts.org as a way for the general public to determine if they are affected by a DWA.</p> <p><b>Five-Year Strategic Plan Update</b> - Update strategic plan</p> <p><b>Population and Household Estimates</b> - The Population Research Center at Portland State University will update the population and household estimates and forecasts for water providers.</p>	Economist		40	\$4,182	\$4,136	
	GIS Tech Support		100	\$6,330	\$6,132	
	Project Manager		450	\$48,717	\$47,186	
	Program Coordinator		125	\$10,375	\$7,903	
	Drinking Water Advisory look-up			\$5,000	\$5,000	
	Strategic Plan Update			\$10,000		
	PSU Population Forecast Project			\$9,300	\$8,900	
	Total Materials and Services			\$24,300	\$13,900	
	Total Staff Time	0.4		\$69,604	\$65,356	
	<b>Total Regional Collaboration</b>			<b>\$93,904</b>	<b>\$79,256</b>	

REGIONAL WATER PROVIDERS CONSORTIUM FINAL BUDGET & WORK PLAN—FISCAL YEAR 2017 - 2018 (Page 2)				FY 17/18	FY 16/17	
<b>Conservation</b>		<b>Programs</b>		<b>Cost</b>	<b>Cost</b>	
<p><b>Summer marketing campaign</b> - includes television advertising and stories (mainstream television channel, a Hispanic channel and local gardening show) and radio advertising. Usually 12 weeks in duration.</p> <p><b>Indoor marketing campaign</b> - includes television advertising and a story on a mainstream television channel. Usually 6-8 weeks in duration.</p> <p><b>Youth Education/School Assembly</b> - includes sponsoring the Children's Clean Water Festival and providing one school assembly show per Consortium member entity each year.</p> <p><b>Weekly Watering Number</b> - This is an online tool that community members can access each week to see how much to water their lawns, landscapes and gardens.</p> <p><b>Events &amp; Workshops</b> - The Consortium tables at one large-scale home &amp; garden show each year and hosts 1-2 waterwise workshops each year. This category covers space rental, meeting materials, etc.</p> <p><b>Videos</b> - Produce additional videos that demonstrate water conservation practices, e.g. how to change out a showerhead</p> <p><b>Printing &amp; Devices</b> - The Consortium has more than 20 printed materials and packaged conservation devices that it distributes to community members at events and workshops and through promotions throughout the year. This covers the cost of updating and printing the printed materials and purchasing devices.</p>	1. Summer Marketing Campaign		\$111,100	\$117,100		
	2. Indoor Marketing Campaign		\$12,500	\$12,500		
	3. Youth Education/School Assembly Programs		\$10,245	\$12,245		
	4. Weekly Watering Number		\$4,725	\$5,210		
	5. Events and Workshops		\$2,250	\$2,250		
	6. Videos		\$2,000			
	7. Printing and Devices		\$12,000	\$12,000		
	Total Materials and Services		\$154,820	\$163,900		
	<b>Staff and Material and Services</b>		<b>FTE</b>	<b>Hours</b>	<b>Cost</b>	<b>Cost</b>
	Conservation Program Coordinator			975	\$80,925	\$151,571
	Program Specialist			950	\$64,600	\$73,103
	Total Staff Time		1.13		\$145,525	\$224,674
	Total Materials and Services				\$154,820	\$163,900
	<b>Total Conservation</b>				<b>\$300,345</b>	<b>\$390,574</b>
<b>Personnel Summary</b>			<b>FTE</b>	<b>Cost</b>	<b>Cost</b>	
Administration and PI		1.1		\$156,768	\$160,107	
Emergency Preparedness		0.7		\$104,843	\$72,457	
Regional Coordination		0.4		\$69,604	\$65,356	
Conservation		1.1		\$145,525	\$224,674	
<b>Total</b>		<b>3.3</b>		<b>\$476,741</b>	<b>\$522,593</b>	
<b>Materials and Services Summary</b>		Administration and Public Involvement		\$38,750	\$18,000	
		Emergency Preparedness		\$45,600	\$57,000	
		Regional Coordination		\$24,300	\$13,900	
		Conservation Programs		\$154,820	\$163,900	
		Travel & Training		\$4,000	\$4,000	
		<b>Total M &amp; S</b>		<b>\$267,470</b>	<b>\$256,800</b>	
<b>Contingency Funding</b>		May be allocated to activities listed above with the		<b>\$5,000</b>	<b>\$10,000</b>	
<b>Overhead for Fund Administration under Staffing IGA @ 29.5%</b>		29.5% applied to personnel costs		<b>\$140,639</b>	<b>\$154,165</b>	
<b>TOTAL CONSORTIUM BUDGET FOR EXPENDITURE PURPOSES</b>				<b>\$889,849</b>	<b>\$943,559</b>	
Minus Carryover for FY 15/16				(\$58,500)	(\$115,500)	
<b>TOTAL CONSORTIUM BUDGET FOR DUES PURPOSES</b>				<b>\$831,349</b>	<b>\$828,059</b>	
Notes:						
1) For purposes of consistency with the Regional Water Providers Consortium authorizing Intergovernmental Agreement, the official work plan and budget is comprised of key activities, materials and services, and associated staff resources and costs, as indicated in bold type on the table above. Activities, materials and services, along with associated staff resources and costs listed on any attached page(s) shall be construed as guidance only, to be managed by Consortium staff as directed by the Consortium Technical Committee and the Executive Committee of the Board.						
2) The Board may amend the official work plan and budget elements within the bolded amounts described in Note 1 above, so long as such amendment does not increase dues-based funding requirements. The Board may expand the work plan and budget so long as proposed expansions are associated with other identified non-dues-based funds (e.g., voluntary contributions, grants).						
3) Activities, and materials and services may be contracted out by the Consortium through the Consortium staff as allowed under the Staffing Intergovernmental Agreement signed between the City of Portland and the Consortium Board. Administration of the work program shall be under the direction of the Consortium Technical Committee or as otherwise directed by the Board or delegated by the Board to the Executive Committee.						
4) The carryover amount for FY 15/16 is \$58,500						

**Regional Water Providers Consortium Dues Share Table**  
**Final**  
**FY 2017/18 Budget**

Participants	2016 Customer Accounts	% of Total	Dues Funding Share	2016 Average Wtr Dmd	% of Total	Dues Funding Share	Total Consortium Share
Beaverton	18,500	4.19%	\$17,403	7.17	4.63%	\$19,228	\$36,632
Clackamas RW	12,043	2.73%	\$11,329	6.07	3.92%	\$16,278	\$27,608
Gladstone	3,459	0.78%	\$3,254	1.23	0.79%	\$3,299	\$6,553
Gresham	16,678	3.77%	\$15,689	6.32	4.08%	\$16,949	\$32,638
Hillsboro	24,894	5.63%	\$23,419	14.95	9.65%	\$40,092	\$63,511
Forest Grove	6,330	1.43%	\$5,955	3.17	2.05%	\$8,501	\$14,456
Lake Oswego	13,378	3.03%	\$12,585	5.11	3.30%	\$13,704	\$26,289
Milwaukie	7,026	1.59%	\$6,610	2.27	1.46%	\$6,088	\$12,697
Sunrise Water Auth.	15,223	3.45%	\$14,321	5.09	3.28%	\$13,650	\$27,971
Oak Lodge	8,075	1.83%	\$7,596	3.16	2.04%	\$8,474	\$16,071
Portland	184,560	41.77%	\$173,621	51.5	33.23%	\$138,111	\$311,732
Raleigh WD	1,009	0.23%	\$949	0.49	0.32%	\$1,314	\$2,263
Rockwood PUD	13,477	3.05%	\$12,678	6.2	4.00%	\$16,627	\$29,305
Sandy	3,749	0.85%	\$3,527	1.1	0.71%	\$2,950	\$6,477
Sherwood	5,854	1.32%	\$5,507	1.82	1.17%	\$4,881	\$10,388
South Fork WB	16,552	3.75%	\$15,571	6.8	4.39%	\$18,236	\$33,807
Tigard	19,020	4.30%	\$17,893	5.38	3.47%	\$14,428	\$32,321
Tualatin	6,906	1.56%	\$6,497	4.4	2.84%	\$11,800	\$18,296
Tualatin Valley WD	61,869	14.00%	\$58,202	21.6	13.94%	\$57,926	\$116,128
West Slope WD	3,262	0.74%	\$3,069	1.17	0.75%	\$3,138	\$6,206
<b>SUB TOTAL</b>	441,864	100.00%	\$415,675	155	100.00%	\$415,675	\$831,350
<b>Grand Total</b>							\$831,349

Data collected directly from the Participant entity

**NOTE: The actual proposed Consortium Budget is \$889,849 reduced by \$58,500 in carryover**