



**REGIONAL WATER PROVIDERS CONSORTIUM
TECHNICAL ADVISORY COMMITTEE MEETING
Minutes of March 7, 2018**

Consortium Project Manager Rebecca Geisen called the meeting of the Consortium Technical Committee (CTC) to order at 1:32 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, Sarah Jo Chaplen from Oak Lodge Water Services, Edward Campbell from the City of Portland, Brian Stahl from Rockwood Water PUD, Amy Jollett from the City of Sherwood, Elizabeth Edgar from Sunrise Water Authority, Jeff Fuchs from the City of Tualatin, Mark Knudson 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 January 3, 2018 Meeting Minutes: Todd Heidgerken made a motion to approve the January 3, 2018 meeting minutes as presented. Mark Knudson seconded the motion. The Consortium Technical Committee unanimously approved the January 3, 2018 meeting minutes as presented. (14:0:0)

Project Manager Report:

PSU Population, Housing Units, and Household Estimates and Forecasts Project: Rebecca advised that the cost for those entities that requested the population estimates and forecasts by housing structure, and for forecast and annual updated estimates for future areas is a one-time cost of \$750 for each. Rebecca commented that she believes she has heard from all entities that are requesting this additional forecasting work but if entities have not expressed their interest and would like this work done, to please let her know as soon as possible.

2018 Oregon Legislative Session: Rebecca mentioned that the 2018 Oregon legislative session ended last week. She noted that water-related legislation was not a big priority of the short session.

Interconnections Study: Rebecca reminded CTC members that as an outcome of the Interconnection Study, it was suggested that water provider GIS staff get together to talk about

future updates of the geodatabase and how enhancements potentially could be made by internal GIS staff. Rebecca advised she sent out a meeting request to those GIS staff who expressed interest in participating in this effort. This group will meet in April.

Regional Disaster Preparedness Organization (RDPO): Rebecca reported that on Thursday, March 15 the RDPO and Department of Geology and Mineral Industries (DOGAMI) will release an enhanced earthquake impact analysis report. Rebecca advised that the report includes studies of the Cascadia subduction zone and Portland Hills fault. Rebecca said she would send out the report once it has been released. She commented that the RDPO and DOGAMI plan to extend the report in the future to include Columbia and Clark counties.

Drinking Water Advisory (DWA) Tool: Rebecca mentioned that a request for boundary map updates for the DWA Tool will be coming out next week. She noted that this is the GIS boundary used by the DWA Tool in the event of a drinking water advisory and is also used as part of the “who is my water provider” widget. The map reflects the properties that Consortium members provide water to, not political or billing boundaries. The DWA map was last updated in January 2017. Rebecca advised that instructions on how and to whom to send updates will be included in the e-mail.

Rebecca reported that the City of Portland, Bureau of Technology Services is working on updating the publicalerts.org website which will include improvements to the DWA tool.

Program Updates: Bonny Cushman, Consortium Program Coordinator reported that the Consortium indoor water conservation campaign is underway. Amy Meaut from the City of Hillsboro represented the Consortium and participated in a story segment on the local morning show AM Northwest on KATU, channel 2. Amy shared with viewers how to find and fix common indoor water leaks in the home ([link to story](#)). On Friday, March 2, Steve Carper from Tualatin Valley Water District was the Consortium’s spokesperson on a KATU evening news story that focused on smart products and simple steps for saving water in the home ([link to story](#)). Bonny advised that next Monday, March 12, KATU will feature a story at Rebecca’s home about indoor water saving tips for families ([link to story](#)).

Bonny advised that Tuesday, March 13 both KATU and KUNP, Univision will be at the Children’s Clean Water Festival to shoot a story for their evening newscasts.

Bonny reported that Consortium staff has embarked on the annual print order. An email has gone out to all Consortium conservation staff with information about the process and timeline for the annual order. Bonny reminded CTC members that each spring, the Consortium coordinates an annual printed materials order. This allows members to plan for their yearly outreach needs and related printing costs. By ordering together, Consortium members often benefit from lower costs than ordering the materials on their own. Bonny noted that new this year, Consortium members will have the option to cobrand (add their logo) to most print materials that they order through the Consortium. If members chose to cobrand, there will be an added cost to do so and that will be paid for by each member entity. Members will continue to have the option not to cobrand as well. Consortium member print orders are due Wednesday, March 28. Print orders will be shipped late May/early June.

Bonny reminded CTC members that the Consortium is partnering with Mad Science to deliver one Consortium-sponsored show to a school in each member agency's service area. This year's show, "Where's the Water, Watson?" is geared toward kindergarten – 2nd graders, and to date, half of the show have been performed.

Bonny advised a working group has been established to help with upcoming Consortium messaging tasks. She said the Consortium has several messaging tasks coming up in FY 2018-19 and the work group will help with those projects (new or updated print pieces, web content, identifying key messages and tactics, how to videos, Spanish language messaging and materials). The work from this group will be shared with the CTC and other committees for feedback, review, and approval.

Bonny advised that the Consortium has contracted with a new design firm, Wilborn Design, to provide on-going design services and messaging support. Bonny noted that one of Wilborn's first tasks was to audit the Consortium's existing messaging, audiences, and outreach materials/tools and provide the Consortium with a written report that provides recommendations for updating the Consortium's brand, key messages, and outreach materials. Bonny provided a summary of Wilborn's observations and recommendations including looking at the "why" behind communication efforts and tailoring messaging to meet the Consortium's audience needs; as well as providing design recommendations for the Consortium's print materials, website, and social media messaging.

CTC members discussed the Consortium's look, feel, and design with reference to print-materials, media, logo, and other outreach and although supportive of updating and refreshing the Consortium's messaging and outreach, expressed caution to make sure the time, money and resources dedicated to this effort was judicious and thoughtful.

Bonny mentioned that she will be coordinating another trailer wrapping this spring for the new UASI-funded Emergency Water Distribution Systems (EWDS). Bonny reminded CTC members that the systems are professionally wrapped to create a consistent look for the emergency water distribution and treatment trailers so they are easily recognizable by the public. Bonny asked CTC members to let her know if they have a trailer that needs to be wrapped and they would like to have it done in the fall with the others. The approximate cost to wrap a trailer is \$2,300.

Rebecca mentioned that repairs related to water damage were recently needed for the Consortium-owned Emergency Water Distribution System trailer and approval was sought and received from the CTC via email for the cost of the repairs.

Mark proposed that it may be prudent to invest additional financial resources for the storage of the Consortium-owned EDWS, i.e., cover, carport, etc. to protect the trailer from potential future damage. Mark noted that it is important to protect and maximize the value of the EWDS trailer and Consortium investment.

Strategic Plan Update: Chris Wallace Caldwell from Catalysis LLC joined the CTC meeting to lead meeting participants in a facilitated activity to prioritize the work tactics identified for the strategic initiatives as part of the Consortium Strategic Plan Update. CTC members paired up

and ranked the work tactics under each of the strategic initiatives for the three major focus areas: meeting water needs, emergency preparedness and resiliency, and strengthening regional partnerships. Once the pairs developed their rankings, they joined another pair to make a group of four to share their results and develop consensus on priorities. Groups shared their results during a brief report out. Chris advised this work will help to finalize the work plan for the Strategic Plan and provide a framework and direction for moving forward as an organization.

Metro 2018 Urban Growth Management Decision Timeline and Urban Reserve

Infrastructure Analysis: Tim O'Brien, Metro Principal Regional Planner joined the CTC meeting to give an update on the timeline for Metro's 2018 Urban Growth Management Decision and the Urban Reserve Infrastructure Analysis.

Tim explained that Metro is completing a growth management decision in December 2018 that will include the development of a regional urban growth report (UGR). Tim reviewed the methodology and the consultant services being used for analyzing the 32 urban reserve areas. He noted that the analysis is focused on a residential land need given the current planning efforts underway at the local jurisdiction level. The methodology includes both applying Goal 14 location factors for all the urban reserve areas and the UGB amendment factors contained in Metro Code. Tim advised that the consultant, OTAK, will focus on the evaluation and comparison of relative costs, advantages and disadvantages of alternative UGB expansion areas with respect to the provision of public facilities and services needed to urbanize alternative boundary locations. Tim outlined the evaluation criteria.

Tim reported that five local governments – Beaverton, Hillsboro, King City, Sherwood and Wilsonville, are completing concept plans for urban reserve areas or portions thereof. He noted that these concept plans must meet the requirements in Metro's Functional Plan Title 11 and will be used, along with the Goal 14 and Metro Code analysis, to support the growth management decisions.

Tim noted that the concept plans are due by the end of May. The draft URG will be available in late June with the initial policy direction on a growth management decision from Metro Council in September and the adoption of the UGR and final urban growth management decision by Council ordinance in December 2018.

Tim provided a map handout that included the urban growth boundaries, and urban and rural reserves.

CTC members thanked Tim for the update.

The meeting was adjourned at 3:25 p.m. The next meeting of the Consortium Technical Committee is April 4, 2018 at 1:30 p.m. at the City of Beaverton, City Hall, Council Chambers.

Submitted by Patty Burk, Consortium Staff