



Agenda

Infrastructure Advisory Committee Meeting

August 12, 2013; 3:00 pm to 5:00 pm

City of Bend – Boyd Acres Campus

62975 Boyd Acres Rd., Eisenhower Training Room

1. IAC Business (Co-Chair Jim Gattey, 3:00PM - 3:05PM)
 - a) Call to Order, Roll Call, Determine Quorum
2. Update regarding IAC role in overall city infrastructure meeting with Councilors Barram and Capell. (Co-Chair Jim Gattey 3:05PM – 4:30 PM)
 - a) General Discussion
3. Bridge Creek Pipeline Replacement Project Update, (Tom Hickmann P.E., EIPD Director 4:30 PM – 4:40 PM)
4. CSMP Update – System Deficiency Analysis (Casey Roats, Andy High SIAG / IAC Committee member, Tom Hickmann P.E., EIPD Director 4:40 PM – 4:50 PM)
5. Other Business (4:50PM – 5:00PM)

1.20.015 Organization and Operation.

- A. Election of Chair and Vice-Chair. Each committee shall elect a chair and vice-chair by motion annually at the first meeting in each calendar year.
- B. Staff Support. The City will provide necessary staff support for boards, commissions and committees, including postage, meeting place, clerical service, and new member orientation and training.
- C. Meetings. All meetings shall be subject to the requirements of Oregon Public Meeting Law. A majority of the voting members shall constitute a quorum for the conduct of business and the concurrence of a majority of those members present and voting shall be required to decide any matter. These meetings shall be an opportunity for public involvement in the discussion of issues relating to that particular board, committee, or commission.
- D. Annual Reports and Minutes. Except for the Budget Committee, each committee, board or commission shall report on its activities at least annually. The written minutes for each committee, board or commission shall be submitted to the City Recorder or Council for information.
- E. State Law and Conflicts of Interest. Boards, commissions, and committees of the City are subject to State public records statutes. Board, committee, and commission members appointed by the City are considered "public officials." As such, they are expected to abide by State statutes governing conflicts of interest and other applicable provisions of State Ethics Law. Board, committee and commission members with clients who would be affected by action of the board, committee or commission shall declare actual and potential conflicts of interest of their clients and treat the conflicts as if they were their own. Board, committee and commission members are subject to State restrictions on election advocacy.
- F. Comments. Boards, committees, and commissions may be asked to provide comments to other advisory bodies and staff when matters under consideration relate to their functional area of expertise.
- G. Establishment of Permanent Boards, Commissions, and Committees. Permanent boards, commissions, and committees shall be established by ordinance, except that boards, commissions, and committees may be established by other means if required or expressly authorized by State law.

H. Temporary Committees. The Council may establish temporary committees (task forces) by resolution to address specific issues or to engage in specific tasks. The scope of the authority and responsibilities of the temporary committees shall be established in the resolution creating the temporary committees.

I. City Manager Advisory Groups. Nothing in this code is to be construed to prohibit the City Manager or other administrative staff from creating informal groups for the purpose of obtaining information. This includes technical advisory groups, focus groups, and evaluation teams. [Ord. NS-2172, 2011; Ord. NS-2159, 2011]

1.20.040 Infrastructure Advisory Committee.

A. The purpose of the Infrastructure Advisory Committee (IAC) is to provide community and technical input and advice to the City Council and staff on issues relating to water, sewer, stormwater and transportation infrastructure.

B. The Infrastructure Advisory Committee (IAC) consists of seven members. After the initial terms that expire on December 31, 2014, the next term for three members shall be two years and for four members shall be four years. All subsequent terms shall be four years. There is no limit on the number of terms a committee member may serve. The Mayor, with the advice and consent of Council, shall appoint members on the expiration of terms or in case of a vacancy.

C. Committee members shall be appointed based on their interest or experience in issues relating to water, sewer, stormwater and transportation infrastructure projects and funding. The following interests or professions shall be represented on the IAC:

1. Engineering.
2. Utility professional (former or current).
3. Private or economic development.

D. The IAC may make recommendations to the Council relating to City infrastructure, including water, sewer, stormwater and transportation infrastructure. The recommendations may address any aspect of City infrastructure, including new infrastructure, major infrastructure project, CIP prioritization and funding CIP project, including rates, rate structure and SDCs.

E. The IAC may also provide public input to City staff responsible for City infrastructure.

F. The IAC may establish working groups, as needed or requested by City Council, to research and make recommendations with respect to specialized issues. Working groups should include IAC member(s) but can also include outside resources. Recommendations from working groups will be considered by the IAC, and reported to City Council. [Ord. NS-2172, 2011]