

# Infrastructure Advisory Committee (IAC) Meeting Summary

November 8, 2010

3:00- 5:30

City of Bend, Boyd Acres Campus,  
Eisenhower Training Room

**Facilitator:** Tom Hickmann/ Sarah  
Hubbard-Gray

**Note taker:** Adele McAfee

## In Attendance:

**Committee Members:** Andy High, Casey Roats, James Gattey, Nancy Loveland, Michael Magee, Ray Auerbach, Frank Turek

**COB Staff:** Courtney Snead, Paul Rheault, Tom Hickmann, Adele McAfee, Patrick Griffiths, Heidi Lansdowne

**Consultant Staff:** Sarah Hubbard –Gray from Hubbard-Gray Consulting, Brian Black from HDR

## Meeting Summary

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**Agenda item:** Committee Charter and Role **Presenter:** Hubbard-Gray

### Discussion:

Final changes to the IAC Charter were discussed. The revised Charter was adopted by the committee (see attached).

The committee and city staff also discussed a variety of issues relating to the committee involvement, including:

- The committee requested that city staff provide a list of topics they will be reviewing and discussing prior to the CIP budget development in spring 2011, with a timeline.
- It was suggested that the 'big picture' of each new topic be provided before diving into the details and issues.
- City staff indicated that there may be opportunities for committee members to attend conferences or meetings that will provide valuable information relating to the city's infrastructure.
- Committee members asked if the community might be invited to IAC meetings to discuss and vet issues. City staff supported the idea and suggested that it be discussed on a case-by-case basis.

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**Agenda item:** Committee Governance **Presenter:** Hubbard-Gray

### Discussion:

The committee agreed on the following as a guide for the meeting climate and ground rules:

- Listen and speak with respect
- Look for solutions
- Limit speculation
- Be productive with our time
- Take a long-term view
- Intervene to help the group
- Communicate directly with others and bring up concerns as they arise
- Enjoy our time together

The committee agreed on the following as a guide and process for developing recommendations:

- Recognize 'consensus' as goal – understand it may be challenging
- Consider three possible levels of 'consensus':
  1. Everyone strongly supports agreement
  2. Everyone can live with outcome, though aspects of it may not be first choice (note: "live with" = acceptable)
  3. Everyone agrees to move forward despite remaining concerns, and agrees they will not sabotage decisions in future

- If 'consensus' not reached:
  - Majority recommendation will be framed
  - For elements determined unacceptable to some, the minority/differing perspectives and concerns will be described
- If individual members are silent, it will be assumed as consent
- City staff will indicate concerns about IAC recommendations

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<b>Agenda item:</b>	<b>Overview of Surface Water Improvement Project</b>	<b>Presenter:</b>	Hickmann, Griffiths, Black
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**Discussion:**

Continued from the November 4, 2010 committee meeting – the rest of the comprehensive Power Point presentation that provided an overview of the Surface Water Improvement project was given to the committee. During the presentation, committee members asked questions and discussed issues.

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<b>Agenda item:</b>	<b>Surface Water Improvement Project – Treatment Options – IAC Recommendation</b>	<b>Presenter:</b>	Hickmann, Griffiths, Black
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**Discussion:**

After a lengthy discussion weighing the pros and cons of UV and membrane filtration the committee developed the following recommendation:

The IAC agrees with City staff recommendation to use membrane filtration water treatment for the surface water source. The differences between membrane filtration and UV disinfection were reviewed and discussed. The IAC determined that the benefits associated with membrane filtration are worth the additional cost. The IAC identified the following key benefits associated with membrane filtration:

- Provides a more reliable surface water supply that reduces risks, accommodates long-term regulatory compliance needs and supports economic development.
- Reduces time when surface water system needs to be shut down due to turbidity.
- Ensures that surface water source can be used after a fire in the watershed.
- Provides opportunity to acquire Collaborative Forest Landscape Restoration Grants and implement wider range of forest management to reduce fire risk.

In addition, the IAC agrees with staff recommendation to initially construct the membrane filtration plant including the structural elements needed for pre and post treatments but not install the mechanical systems associated with pre and post treatments. However, the IAC recommends that the mechanical systems associated with pre and post treatment be included in the initial construction if project cost savings are realized. If the mechanical systems for pre and post treatment are not installed during initial construction, then a reasonable timeline should be set for installation, rather than waiting for a fire to occur. This recommendation assumes that the rate model includes the reserve funds needed to install the pre and post treatment and that the rate impact has been considered. The committee agreed to review the write-up of their recommendation, and confirm that it represents the committee recommendation and/or provide suggested edits, prior to the City Council work session on November 17<sup>th</sup>.

City staff asked if any committee members could attend the November 17<sup>th</sup> City Council work session and explain the IAC recommendation. Frank Turek indicated he could attend and was comfortable speaking on behalf of the IAC. The committee agreed that Frank should represent the IAC at the City Council work session.

The IAC Recommendation in the final form attached.

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## ***Other Information***

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### **Next Meetings**

November 29, 2010 – 3:00 to 5:00/ Boyd Acres, Eisenhower Training Room

December 13, 2010 – 3:00 to 5:00/ Boyd Acres, Eisenhower Training Room

December 27, 2010 – 3:00 to 5:00/ Boyd Acres, Eisenhower Training Room