

Assistant City Manager Mark Morgan called the meeting to order at 5:00 pm. Present were Councilors Smith and Davis, City Manager Byron Smith, Bill Schmittle, Roy Bicknell, Chas Hutchins and Brad Baird.

Water Department

Water Superintendent Roy Bicknell stated the water department is close to 100% completed on the EOTEC project. The OSU and Simplot Non-Potable 2 Project was expected to have already been completed, but there have been delays getting in pumps and motors, therefore, the deadline has been extended to the end of December. The City is currently running about 2 million gallons a day, which is a dramatic decrease from summer months at about 10 million gallons a day. Roy stated within the last week the water departments main computer crashed. This computer system is the window to the water system to let the department see what's going on, make changes, dial out for alarms if something is failing or shuts off unexpectedly; it also receives all the information from the regional water system, wells, tank, etc. The computer system is being worked on and will hopefully start running again tomorrow.

Planning Department- GIS Project Update

City Planner Clint Spencer gave information to the committee regarding digitizing all older subdivisions and placing them on a hosted network drive so all the different public utility companies can access them by map. The Planning Department is also working with Anderson Perry on a three year project to have a comprehensive water system, sewer system, and street utility map for the City. The City's website also has an interactive zoning and Urban Renewal map that is a lot easier to use than what the City currently has. Clint stated he will be maintaining these systems after these projects have been completed.

Councilor Smith asked if the GIS would be able to give information about how old current underground pipes are.

Clint stated yes, people will be able to click on a pipe and be told when the pipe was installed and what it is made out of.

Water System Master Plan

Assistant City Manager Mark Morgan stated the City's current Water System Master Plan is nearly 20 years old and state law requires that the City update certain portions of the map at least every 20 years. If approved, these updates will most likely be added to next year's budget.

Chas Hutchins, with Anderson Perry Engineering explained that a Water System Master Plan is composed of three general components:

- 1.) Supply, where is the water coming from
- 2.) How is it being stored
- 3.) How is it being distributed

Chas stated The Oregon Water Resource Department requires that City's update their Water System Master Plan at least on a 20 year basis. The last time Hermiston updated their master plan was in 1997. Since Hermiston is nearing its 20 year mark, it will begin to receive notices regarding making sure the Master Plan gets updated, and in time, if not addressed, can lead to fines being imposed to the City.

Chas introduced Brad Baird, Senior Engineer from Anderson Perry. Brad stated Anderson Perry has a wide range of engineers with their own special area of expertise. Brad stated he is one of the top engineers in water issues and will be helping with the project. Brad stated the Water System Master Plan is a planning document for the next 20 years. It evaluates and forecasts the supply, storage, and distribution systems now and in the next 20 years. One of the major factors of the plans is population projection, all areas the City thinks it will serve, and what the City needs to accomplish it with improvements. It is very important to have a well prepared plan.

Councilor Davis asked how far out of the City does the plan run.

Clint stated the plan runs out to the urban growth boundaries from North Pumpkin Center to South Feedville Road, East Ott Road to West Umatilla River. Clint stated this is what is projected for the next 20 years.

City Manager Byron Smith stated by not having a well thought out Master Plan, it could cause the City problems in the future, and that is why the plan is being focused on now.

Councilor Smith stated hearing Roy's concerns regarding current water issues, what is the futures water supply plan going forward.

Brad stated the City has supply wells that are tied to salt aquifers are recharged from mountain water which are less susceptible to drought when compared to home wells that come from the ground, although the City also has ground wells and the regional water system that is tied to the Columbia River. Brad stated the Oregon Water Resource Department also monitors water levels in wells and the statues of the aquifers to help plan out the City's growth demand. So if there are possible water problems/shortages, the City will know about them ahead of time and will be able to plan accordingly with recommendations from the Oregon Water Resource Department.

Brad showed the Committee another two examples of Master Plans; one from La Grande, which was completed in 2013 and the second from Echo. Echo made many changes to their plan to include adding several items. These are great examples of how a city similar in size to Hermiston updated their plan to, compared to a smaller city that updated *and added* additional items to their master plan. By gathering three to four city's similar in size to Hermiston, an estimated cost for the Water System Master Plan would run anywhere from a base plan of \$100,000 to plan additions of \$800,000. Brad stated after reviewing Hermiston's current Master Plan with Chas, they believe the cost would be about \$120,000 for a base plan. This would not include any of the GIS work, as the Planning Department is already heading this work, modeling, detailed water rights or rate studies, development charges and capital improvement plans that would regularly be in a master plan. Plans usually take about 8 to 12 months to complete.

Chas stated the City currently has a water model but does not access to it. Therefore, anytime the City wants to do a study to see how adding a subdivision or major industrial user will affect the system, the City has to contact the water model programmers and update it to see if it can be done or if it needs to be modified.

Councilor Smith asked if this water model was from a contract where the company owns the plans even though the plans pertain to the City.

City Manager Smith stated no, the company developed the plan under a proprietary software system. The City can have the plans but must have this software system to look at the plan.

Chas stated this practice is not uncommon for many cities as the software is fairly expensive and there are added yearly costs to maintain the software as well. The purchase price is about \$8,000 with annual fees of about \$3,000 and, the software is mainly used by engineering firms or cities with an engineer on staff.

Brad stated the Water Model is a computerized system that contains the entire water system: pipes, types of pipes, junctions, hydrants, elevations, how hard water is to flow through these areas, etc. The GIS system that the City is currently working on will be able to work with the Water Model. The Water Model allows the City to take the entire piping network and place demands on the system to spread water flow where needed, test areas for strengths and weaknesses, gives alternatives for incoming or expanding large businesses, etc.

Mark stated the next steps for the Committee and City Council is to schedule a Work Session on the Water System Master Plan. Depending on the feedback received from the Council, the City would bring recommendations on how to proceed with either a base package and possible add-on's the Council may be interested in including.

Councilor Smith asked Brad and Chas if there is anything the City can do or provide that they need to be able to do their jobs properly. Giving specific details on what the City really needs not what would be "nice" to have.

Chas stated without studying in more detail the current system, they are not prepared to answer this question specifically. They will be reviewing the system in more depth to be able to answer questions of this nature before the work session.

There was no other business and the meeting was adjourned at 5:40 pm.