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August 8, 2107

MEMORANDUM

TO: Council Members

FROM: Jennifer Light

SUBJECT: Proposed RTF Website Enhancements

BACKGROUND:

Presenter: Jennifer Light

Summary: This time is to allow the Power Committee to discuss the proposed allocation of an additional \$14,025 to the RTF Operations contract with OMBU for website enhancement. These additional funds will be primarily focused on the following enhancements.

- **Propose a Measure Form:** With the redevelopment, OMBU created an updated form for stakeholders to submit new measure proposals. This feeds directly into the measure database, which streamlines staff's work in adding new measures and provides a more transparent way of tracking new measure proposals. After using this feature, staff have identified several enhancements that will build on this new tool and further streamline the maintenance requirements of the site.
- **Calendar Subscription Functionality:** With the new calendar tool, OMBU created subscription functionality that allows users, such as RTF members, to directly link to the RTF calendar. This enables them to get updates automatically in their Outlook or other calendar application. Overtime, staff sees this as a great resource to keep members and subcommittees up to date with meeting announcements.

Staff is seeking several small tweaks to this functionality to make it more useful in the future.

- **Editing Enhancements:** One of the key features of OMBU's websites is their use of "tiles." These tiles provide significant benefits for organizing information and ensuring a consistently styled look. The one downside is limitations with editing the tiles (while tiles can be edited, the current functionality does not allow for review of these edits by another user prior to publishing the changes). Staff is interested in working with OMBU to improve this feature, which will provide benefits to the RTF site, as well as any other Council site. This will allow one user to make edits for review by another user before publishing, which will streamline work and allow for better quality control.

A decision memo is provided in the Council packet with greater detail.

Relevance: The RTF website is the key tool for ensuring that all of its work products are publicly available. The recent redevelopment brought with it many enhancement that improved this accessibility and streamlined maintenance. Staff has been working on several enhancements to improve core functionality and enhance many of the new features of the site.

Workplan: A.1.4 Continue to lead the Regional Technical Forum and engage in the development and approval of measure savings estimates and protocols.