Agenda

ENVIRONMENTAL SERVICES COMMISSION MEETING

450 - 110th Avenue NE (City Hall)
Conference Room 1E-113
Thursday 6:30PM
November 19, 2015
Regular Meeting

		Page No.	Action
1.	Call to Order – Keith Swenson, Chair		
2.	Oral Communications Note: Three-minute limit per person, maximum of three persons for each side of topic. Additional comments may be heard at Agenda Item 9.		
3.	Approval of Agenda *	1	X
4.	Approval of Minutes * • September 17, 2015 Regular Meeting Minutes	2 - 7	X
5.	Follow-Up Questions & Answers * • Cascade Water Alliance	8 - 11	
6.	Reports & Summaries • ESC Calendar/Council Calendar * • Conservation & Outreach Events & Volunteer Opportunities *	12 - 13 14	
7.	New Business • Water System Plan – Discuss Draft Plan *Presenter: Pam Maloney, P.E., Water Resources Planning Manager – Engineering Division* *Doug Lane, P.E., Senior Engineer – Engineering Division* • Asset Management Annual Report *Presenter: Andy Tuscherer, Asset Manager*	15 - 16 17	
8.	Director's Office Report		
9.	Continued Oral Communications		
10.	Adjournment		

* Materials included in packet
\# Materials separate from packet

Wheelchair accessible. American Sign Language (ASL) interpretation available upon request by calling (425) 452-6466 (v) at least 48 hours in advance. Assistance for the hearing-impaired: Dial 711.

CITY OF BELLEVUE
ENVIRONMENTAL SERVICES COMMISSION
MEETING MINUTES

Thursday
September 17, 2015
6:30 p.m.

Conference Room 1E-112
Bellevue City Hall
Bellevue, Washington

COMMISSIONERS PRESENT: Chair Swenson, Commissioners Howe, Wang, Morin and Mach

COMMISSIONERS ABSENT: Diann Strom

OTHERS PRESENT: Councilmember Jennifer Robertson; Paul Bucich, Assistant Director Engineering; Brian Ward, Senior Engineer; Pam Maloney, Water Resources Manager; Cameron Parker, Sr. Planner – Parks Department

MINUTES TAKER: Laurie Hugdahl

1. CALL TO ORDER:

The meeting was called to order by Chair Swenson at 6:30 p.m.

2. ORAL COMMUNICATIONS

None

3. APPROVAL OF AGENDA

Motion made by Commissioner Wang, seconded by Commissioner Morin, to approve the agenda. Motion passed unanimously (6-0).

4. APPROVAL OF MINUTES

- July 16, 2015

Commissioner Mach wondered why there were no follow up answers to some of the questions asked at the last meeting such as the one he asked on page 9 about Bellevue's water usage. Asst. Director Bucich indicated he would follow up on that with Deputy Director Lee.

Commissioner Wang also recalled that he had a question on page 4 about the authority of the East Bellevue Community Council (EBCC) in regard to the PSE project. He asked who has jurisdiction for the final outcome. Councilmember Robertson explained there are two community councils in

the state of Washington. When East Bellevue annexed into Bellevue they continued to have their community council, but their authority is only in regard to land use within their borders in City of Bellevue. She explained that PSE had appealed the community council's decision.

Commissioner Morin referred to the top of page 3 and pointed out that it looks like a word is missing. Asst. Director Bucich thought it should be *recess*.

Motion made by Commissioner Morin, seconded by Commissioner Howe, to approve the minutes as amended. Motion passed unanimously (6-0).

5. REPORTS & SUMMARIES

- ESC Calendar/Council Calendar

Paul Bucich explained Andrew Lee was at a Smart Cities Conference. He noted that tonight the ESC would hear about the Storm System Plan, and staff would be looking for a recommendation to forward it to the City Council. In October the ESC will be looking at the Solid Waste Options and the Water System Plan. The goal is to bring that to the ESC for a recommendation to forward to the City Council in November. December will be the retreat only.

On the Council calendar there are a lot of standard resolutions for awarding work to different consultants. There also is an amendment to an existing Interlocal agreement with the Water District No. 1. In October the Issaquah Assumption of Water and Sewer Utilities in South Cove/Greenwood Point will be on the agenda.

6. NEW BUSINESS

- **Parks & Open Space Plan Update**
  Presenter: Cameron Parker, Sr. Planner – Parks Department

Mr. Parker explained that Parks is working on its Parks and Open Space System Plan Update. The heart of the plan is a set of long-term capital project recommendations in about a 20-year timeframe for the parks, trail, and open space system in Bellevue. The first part of the process is gathering information from the ESC as Bellevue residents about how Bellevue parks are used today and what people would like to see more of in the future. The second part is discussing how the ESC and Parks can work together.

The mission of Parks is to build a healthy community with an integrated system of exceptional parks, open space, recreation, cultural, and human services. The Parks and Open Space System Plan is a functional plan of the Bellevue Comprehensive Plan.

Mr. Parker asked the Commission to comment on the core public questions with the following focus areas: open space; greenways; wildlife; corridors and trails; park facilities; active recreation facilities; urban parks systems; waterfront access; partnership opportunities; and historic, cultural, and art resources.

How do you use the parks and open space system today? Responses included the following:

- Dog walking - off-leash facilities would be great.
- Open space trail systems – jogging, running, walking
- Sports fields
- Tennis courts, track
- Playgrounds for children

What would you like to see more of in the future? Responses included:

- Clarification about who is responsible for maintaining the tennis courts.
- More opportunity for community members to use school-maintained facilities such as tracks and tennis courts. Tracks are often locked and not available for public use.
- More interconnectedness of some of the green areas.
- Community centers.
- More trees in parks, especially the downtown park
- More detail about the Parks Plan or Executive Summary in order to make educated comments. Mr. Parker explained that the Plan is not site-specific; it is very general. Asst. Director Bucich commented that one area the ESC and Parks are related is the restoration of streams. Commissioner Wang concurred and remarked Coal Creek Culvert is an excellent example of this. It was noted that the 2010 version of the Parks Plan is available online.
- Utility Department should be responsible for maintaining streams that run through parks.
- Consideration of the pros and cons of having schools take care of tennis courts and track.
- Better ability to report maintenance issues. – Mr. Parker noted that there is a way to do that now with My Bellevue app.
- Better connectivity of the park system. 108th from 12th to 24th is a traffic calmed street that also is part of the bike system. It is great for walkers, but is not suitable for bikers.

There is an opportunity for interaction between Parks, Transportation, ESC, and Human Services.

Mr. Parker then reviewed results of a web-based survey of about 450 park users. Responses show that the top ranked part of parks is trails, wetlands, or other natural areas followed by open area for unstructured play or picnicking such as fields or plazas; community beach, waterfront park, or boat launch; and playgrounds. He noted that these results haven't changed much over the years. When asked to pick between acquiring new park land or developing and improving currently-owned parks, acquiring new parkland and natural areas received slightly more votes (56%). The highest priority for city development included trails (80% had this as their first, second or third choice) through forests, wetlands or other natural areas; community beach, waterfront, or boat launch, and open areas. When asked what community members would like to see more of words like dog areas, walking, trails, bike access, playground and pool came up frequently.

Mr. Parker solicited ESC insight on Utility System Plan alignment, aquatic habitat preservation/restoration, and green infrastructure or ecosystem services, but noted the ESC had already mentioned several ideas.

Commissioner Howe recommended openness for Parks and Utilities to work in concert to meet both groups' goals in a common way. Mr. Parker agreed that there are a lot of opportunities.

Commissioner Morin asked if Parks considers creative ways to meet goals. Mr. Parker thought that this already happens, but will likely happen more in the future because of the need to redevelop and repurpose land.

Asst. Director Bucich commented that the relationship between Parks and Utilities is very strong. Mr. Parker thanked the ESC for their time.

- **Storm System Plan – Request ESC Endorsement of Council Adoption**
  Presenter: Brian Ward, Sr. Engineer

Brian Ward explained he had received comments from some commissioners and Mr. Plummer as contained in the handout. Commissioner Wang commended Brian Ward for his work on this massive undertaking.

Motion made by Commissioner Wang, seconded by Commissioner Howe, to recommend to the City Council the adoption of the 2015 Storm and Surface Water System Plan.

Chair Swenson pointed out that the Strategic Initiatives are contained in Chapter 14. This is a huge undertaking and one he is delighted to see.

Motion passed unanimously (6-0).

Brian Ward distributed a draft letter to be sent to the City Council from ESC. Chair Swenson indicated he would sign it after the meeting.

Asst. Director Bucich thanked Chair Swenson for his comments and noted that the Strategic Initiatives would take place over at least the next ten years.

- **Cultural Competence Training**
  Presenter: Paul Bucich, Assistant Director - Engineering

Assistant Director Paul Bucich reviewed a memo in the packet from the City Manager regarding a Cultural Competence Training on November 12 and December 17 from 5 to 9 p.m. A light dinner will be provided. He stated Katie would send out more information. Commissioners should let Katie know if they would like to attend. Seating is limited. The training is not required, but is highly recommended for commissioners. The goals are to build community and deepen understanding of cultural competence and equity; increase our self-awareness, exploration of cultural differences, and understanding of systemic inequities; practice applying cultural competence in our daily work; and commit to transferring learning beyond the session. Asst. Director Bucich said he has taken the training and found it to be very enjoyable and engaging. It also helped to highlight the lack of diversity within the city staff relative to the cultural diversity in the community. Staff is considering if the City is using the right mechanisms to reach out to the community.

Commissioner Wang commented on the fact that very few people attend most open houses or hearings. Commissioner Mach noted it's not usually in people's mind unless it's something that impacts them personally. Commissioner Wang suggested the events might need better publicity. Commissioner Mach thought that when things are functioning well no one is concerned. Asst. Director Bucich concurred. He noted there may also be an issue that the City isn't aware of regarding how the community members want to receive their information which is likely different from how the older generation received it. Commissioner Mach suggested that getting more involved with the schools will plant the seed for the future with more awareness of issues in the City. Chair Swenson thought that once the Strategic Initiative dealing with stormwater runoff gets underway it will likely gain more public interest.

7. COMMISSION REPORT

None

8. DIRECTOR'S OFFICE REPORT

Asst. Director Bucich explained that the City is still requesting water conservation even though the rains are here. Commissioner Wang recalled at the last meeting he had asked about the yearly amount of water purchased from Cascade Water Alliance. Asst. Director Bucich explained in detail how the agreement with CWA works. Commissioner Wang expressed concern about the amount purchased in excess of what is needed. Asst. Director Bucich explained that it guarantees the City has water available for the community members. Commissioner Wang questioned whether or not this is a good way to do it. Asst. Director Bucich explained the City's reasons for purchasing the amount it does. He offered to have Lucy Liu and/or Allison Bennett come to discuss this in greater detail if so desired.

9. CONTINUED ORAL COMMUNICATIONS

None

10. ADJOURNMENT

The meeting was adjourned at 7:58 p.m.

City of Bellevue
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Question: Where does the CWA derive its water from?

Policy Issue: None. Informational only.

Response:
Currently most of the water for the CWA is derived from the City of Seattle. In 2004, the Cascade Water Alliance and the City of Seattle entered into a 50-year declining block water supply agreement. In 2008, the agreement was amended to add supply capacity. In 2013, the agreement was again amended to extend the supply commitment.

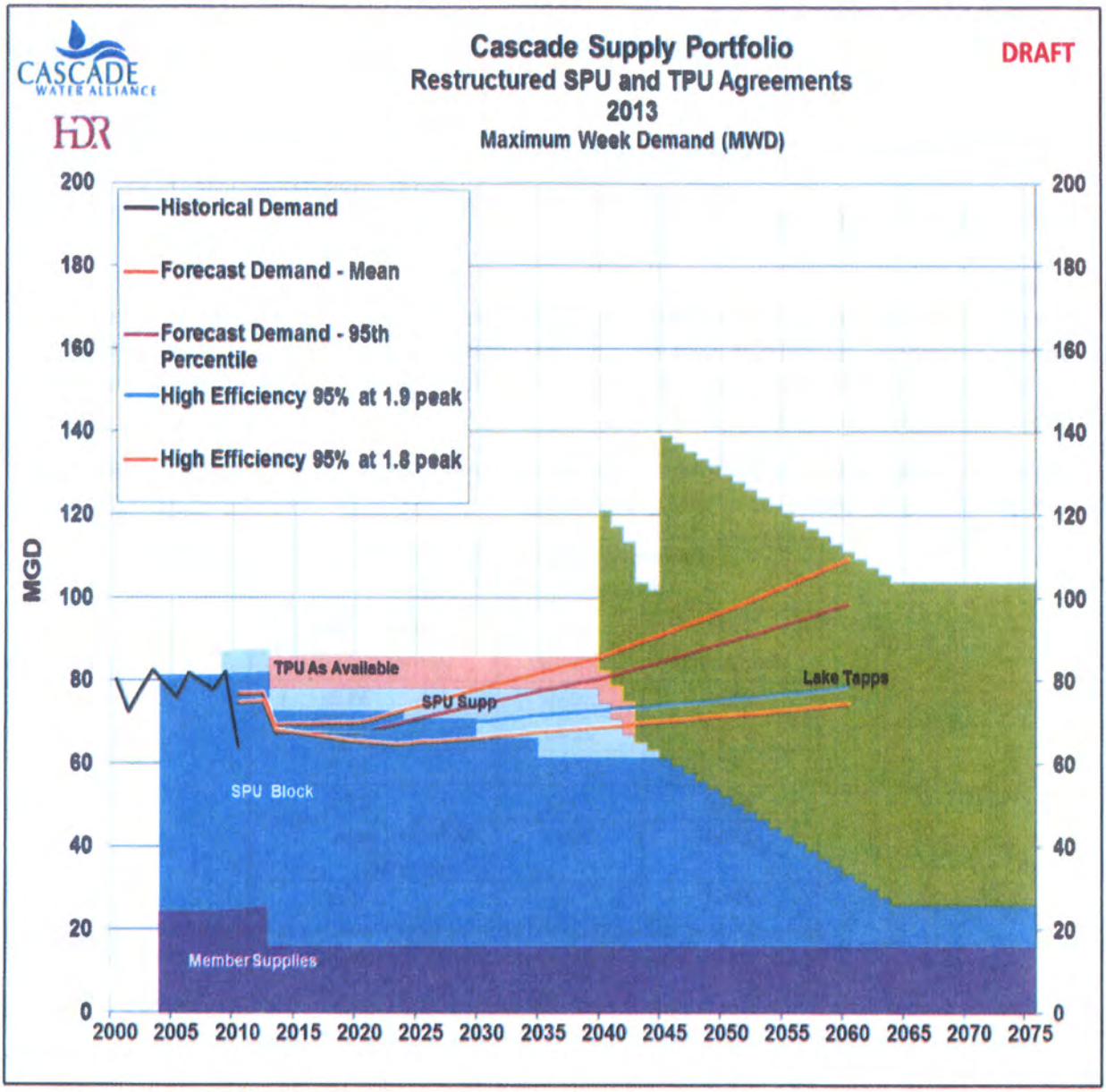
The Seattle Agreement entitles Cascade to a specified amount (block) of water supply and transmission each year during this period, on a "take or pay" basis.

Amount of Water to be Supplied to Cascade from Seattle		
Year Beginning	Year Ending	Average Daily Demand (MGD)
2014	2039	33.3
2040	2040	31.3
2041	2041	29.3
2042	2042	27.3
2043	2063	Reduces 1 mgd per year
2064	--	5.3

Source: 2nd Amended and Restated Declining Block Water Supply Agreement between City of Seattle and the Cascade Water Alliance, July 15, 2013; Includes Base and Supplemental blocks.

In order to ensure sufficient water supply is available to meet the needs of the CWA members, the agreement specifies peaking factors to adequately meet water demand throughout the year.

Through these amendments, Cascade was able to delay major infrastructure investments and reduce rate impacts on members. The following graphic illustrates the Cascade supply strategy relative to projected demands.


CASCADE
WATER ALLIANCE
HDR
Cascade Supply Portfolio
Restructured SPU and TPU Agreements
2013
Maximum Week Demand (MWD)
DRAFT
Historical Demand
Forecast Demand - Mean
Forecast Demand - 95th Percentile
High Efficiency 95% at 1.9 peak
High Efficiency 95% at 1.8 peak
MGD
TPU As Available
SPU Supp
Lake Tapps
SPU Block
Member Supplies
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Question: How is the City of Bellevue's share of the CWA cost to purchase water from Seattle determined?

Policy Issue: None. Informational only.

Response:
Each member's share of of CWA costs is based upon two factors: 1) the number of Cascade Equivalent Residential Units (CERUs); and 2) a 3-year rolling history of member actual water demand. A CERU is based upon the water meter size (for example, a ¾ inch water meter (the most common size water meter and is used to deliver water to the majority of residences) is equivalent to one CERU. A 1" inch meter is able to deliver more water and is equivalent to 2.5 CERUs). Between 2012 to 2014, the City of Bellevue's annual water demand averaged 14.38MGD.

Based upon the above factors, in 2015, the City of Bellevue represented 54.6% of the total CWA water demand costs.

City of Bellevue
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Question: How does the recent curtailment advisory affect the aforementioned agreement and the block of water that the CWA is entitled to from Seattle?

Policy Issue: None. Informational only.

Response:
Given the nature of the block agreement, Cascade retains full discretion to make use of its block to the best of its ability. In the event of a Seattle curtailment, the size of the block is reduced based on the target reduction in usage. Block payments are likewise reduced.

For 2015, a voluntary advisory imposed by Seattle on August 11th targeted a 10% system-wide reduction in use. This reduces Cascade's block to just under 30 mgd for the duration of the restrictions. Cascade's payments are likewise reduced by 10%. Through September, this is estimated to have reduced payments by about $300,000.

Tentative Environmental Services Commission Calendar

November 15

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February 16

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December

3 Evening Retreat - 6-9PM - Robinswood

January

21 Solid Waste Contract Performance Audit & Customer Satisfaction Survey Results (Susan Fife-Ferris/ Stephanie Schwenger)
Utility CIP Update - 1 Hour (Pam Maloney)

February

18 Utility CIP Update - 1 Hour (Pam Maloney)
Water System Plan - Request ESC approval and recommendation for Council Adoption (Pam Maloney/ Doug Lane)

March

17 Utility CIP Update 1 Hour (Pam Maloney)

May 16

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Tentative Council Calendar

November 15

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November

16 Motion to Award Construction of Yarrow Point PS Wetwell Rehab (Paul/Regan)

23 SS: Storm System Plan (Paul Bucich/Pam Maloney)

December

7 Adoption Storm System Plan (Paul Bucich/Pam Maloney)

Res authexecution of Prof Svcs Contract for Factoria Blvd Storm Conveyance improve w/Louis Berger Consult (Paul/Regan)

Tentative - Res Author Exec of Prof Svcs Agrmt for Utilities field mobility (Lucy)

14 Motion to Award Construction of AC Main Replacement 2015-Phase 3 (Paul/Regan)

May 16

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Utilities' Communications & Environmental Outreach Team Events and Volunteer Opportunities

November

Waterwise Garden Volunteer Work Party
Location: Bellevue Botanical Garden
Date: Nov 4th & 18th, 1 pm to 3 pm
Staff: Patricia Burgess, x4127, pburgess@bellevuewa.gov
Karren Gratt, x6166, kgratt@bellevuewa.gov

Evergreen Holiday Gift Market
Location: Highland Middle School Gym
Date: Nov 21st, 11 am to 6 pm
Staff: Jennifer Goodhart, x6197, jgoodhart@bellevuewa.gov

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___ Action
_X_ Discussion
___ Information

DATE: November 19, 2015

TO: Environmental Services Commission

FROM: Doug Lane, Water & Sewer Systems Senior Engineer

SUBJECT: Water System Plan Update

Action Required

Staff requests the Commission's comments and discussion of the Draft Water System Plan (the Plan). The Plan has been posted for review at the City's website, and Commission review of the Plan was requested via email November 3rd. Hard copies of the draft Plan were provided upon request.

Follow-up comments by the Commission can still be submitted after the meeting (SEPA review will be through December 18), however we request that any issues that require discussion be addressed during the meeting.

Background

Bellevue's Water Comprehensive Plan was adopted by Council in 2008. A draft update to the Plan, now known as the Water System Plan, has been prepared for review. In July the Plan recommendations were presented to the Commission. Previously, proposed changes to water policies and the system planning criteria were also discussed with the Commission. The draft Plan currently available for public review and comment is the culmination of this effort.

SEPA review of the Plan, and review by adjacent jurisdictions, regional and state agencies is ongoing at this time (through December 18). A public open house about the Plan will be held prior to the ESC meeting on November 19. Written comments will be accepted, and attendees will be encouraged to share their comments with the Commission during the oral comments agenda item at your regular meeting. In addition to posting the Plan at the City's website, notification of the open house and request for comment was published in the November *Neighborhood News*, and a press release was issued during the week of November 9th. The City plans to advertise the open house via Facebook and Twitter approximately one week before it is scheduled.

Major elements of this system plan update include:

- Review of water utility general policies, including four new policies:
    - Drinking Water Storage for Emergency Supply Outages
    - Green Buildings
    - Water Rights for Supply Redundancy
    - Regional Policy Development
- Review of system history, service area and assets;
- Review of water consumption and system planning criteria;
- Revised service area population forecasts;
- Complete re-build and calibration of water system hydraulic model;
- Re-evaluation of system capacity and operating parameters;
- Storage Evaluation;
- Emergency Well Evaluation;
- Updated descriptions of water asset management and operational practices; and
- Updated recommendations for a 20-year planning horizon.

Following review and incorporation of comments, the Final Draft Plan will be presented to the ESC in 2016. Staff will request that the ESC recommend Council adoption of the Plan. The Plan must ultimately be adopted by City and County Councils, and approved by the Washington State Department of Health.

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__ Action
__ Discussion
X Information

November 19, 2015

SUBJECT: **Asset Management Program**

TO: Environmental Services Commission

FROM: Andy Tuchscherer, Utilities Asset Manager

Action Required at this Time

No action by the Commission is required. Staff will provide a presentation on the Utilities Asset Management Program (AMP). The presentation will summarize asset management program direction for all three utilities.

Fiscal Impact

There are no fiscal impacts associated with this informational presentation.

Policy Issues

There are no policy issues associated with this informational presentation.

Background

The Asset Management Program is the foundational work for providing information and tools to identify and select the most cost-effective asset management capital (CIP) and operating and maintenance (O&M) strategies, and for forecasting future CIP and O&M resource needs. Failures and claims data are used to help identify where CIP and O&M resources should be targeted.

Well-managed and reliable water, wastewater and stormwater utility systems are needed to support and maintain a vibrant community and attractive business environment. The fundamental goal of the asset management program is to enable management of the Utilities' infrastructure assets to meet service level goals while optimizing costs. Bellevue's AMP development is based on the US Environmental Protection Agency's asset management program model framework. This framework encompasses asset data collection, determination of asset criticality, definition of service level goals, identification and implementation of the most cost effective strategies needed to meet service level goals, and the asset renewal and replacement funding strategy.

Staff will review the asset management program objectives and will provide status updates on two current projects designed to address gaps in the existing program.