

**CITY OF BELLEVUE  
ENVIRONMENTAL SERVICES COMMISSION  
REGULAR MEETING MINUTES**

Thursday  
September 4, 2008  
6:30 p.m.

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

**COMMISSIONERS PRESENT:** Chair Rogers, Vice-Chair Helland, Commissioners Carter, Mach, Mahon, Roberts

**STAFF PRESENT:** Joe Harbour, Bill Heubach, Judy Johnson, Pam Maloney, Tony Marcum, Randy Thompson, Nav Otal

**MINUTES TAKER:** Michelle Cash

**1. CALL TO ORDER:**

The meeting was called to order by Chair Rogers at 6:30 p.m. He welcomed new member Ticson Mach to the Commission. Commissioner Mach's application was included in the Desk Packet.

Ms. Otal reported that Commissioner Kovoor has resigned from the Environmental Services Commission. Candidates are being considered to replace Commissioner Kovoor. An excellent group of candidates applied for the position filled by Commissioner Mach. It may be possible to select a candidate from this pool. In addition, there was a brief discussion regarding the high turnover rate of the Environmental Services Commission.

**2. ORAL COMMUNICATIONS:**

None.

**3. APPROVAL OF AGENDA:**

**Motion by Commissioner Mahon and second by Commissioner Helland to approve the meeting agenda. Motion carried unanimously (6-0).**

**4. APPROVAL OF MINUTES:**

**Motion by Commissioner Carter and second by Commissioner Roberts to approve the July 10, 2008 Meeting Minutes of the Environmental Services Commission as presented. Motion carried unanimously (6-0).**

A. Follow-Up Questions/Answers

Ms. Otal updated Commissioners on the status of the orange fence along the Kelsey mitigation wetland. WSDOT has been urged to complete the project as soon as possible.

**5. REPORTS & SUMMARIES:**

A. ESC Calendar/Council Calendar

The ESC and Council calendars were reviewed. Ms. Otal explained that an additional budget review meeting is needed and suggested October 30, 2008.

**Motion by Commissioner Roberts and second by Commissioner Helland to hold a budget review meeting on October 30, 2008. Motion carried unanimously (6-0).**

B. Desk Packet Materials

Ms. Otal called attention to the materials in the Desk Packet, including Commissioner Mach's application, an updated committee roster, and Bellevue Stream Team brochures.

Conservation & Outreach Events & Volunteer Opportunities

The upcoming events and volunteer opportunities were reviewed.

C. Weather Preparedness Update

Ms. Johnson provided a briefing on weather forecasting, preparation, response and recovery activities for weather events including rain, windstorms, and snow and ice events. In particular, some of the following items were highlighted:

Ways community members can report weather related utility issues.

Preparation, response and recovery for windstorms and power outages.

Utilities' primary role during a weather related event.

Emergency Operations Center.

Snow and ice impacts to the community.

Public education and outreach for weather preparedness.

Response for snow and ice weather related events.

Goals for making passable roadways during snow storms.

Weather event recovery process.

Ms. Johnson noted that an event debriefing is held after each weather event to identify areas for improvement.

D. Asset Management Program Update

The goal of the Asset Management Program is to provide good stewardship of the community's investment in Utility services. Asset management is the process of managing assets to achieve

desired service levels while optimizing costs and minimizing risks. Mr. Heubach presented a status report on the Utilities' Asset Management Program. An asset management program reduces the likelihood of failures in critical facilities. Although the risks can never be totally eliminated, the Asset Management Program is a tool that helps support decision making that minimizes the risk of major incidents.

The EPA Asset Management model addresses five core questions, which Mr. Heubach discussed. In addition, the EPA has defined ten core processes to address the EPA's core questions. The Utility is following the EPA asset management framework. The ten core processes provide the framework into which the Utilities' asset management practices can be grouped, developed and improved.

Mr. Heubach discussed the ongoing and future asset inventory improvement strategies. The goal is for centralized data accessibility.

Various condition assessment activities practiced by the Utility were reviewed. The condition assessment of sewer and storm water pipelines with CCTV video was reviewed. A map showing identified deficiencies was presented. Of particular concern is the condition of the AC pipes.

The Utility will be modifying its asset optimization procedures to include triple bottom line principles. The triple bottom line includes economic, environmental and social costs and benefits.

The building/maintenance of the Asset Management Program is an ongoing process. Mr. Heubach discussed the ways this program will be monitored and updated.

#### *Failures and Claims Analysis:*

Mr. Marcum reviewed the Utilities failures and claims analysis. Some of the reasons why this is important include:

- Provides foundation for improved capital and preventative maintenance programs and improved service levels.
- Used to target where limited resources can best be utilized.
- Key component of a comprehensive Asset Management Program.

#### *Water Failures:*

- Watermain failures show significant variations from year to year.
- 4" and 6" AC mains account for nearly 70% of all mainline failures.
- Dig-ups are trending downward partially due to some of the changes made in the Locate Program.
- Service line failures are trending up.

#### *Wastewater Failures:*

- Wastewater failures are trending upwards.
- Mainline blockages are the main culprit with roots being the single biggest issue.
- Lakelines account for a disproportionate amount of failures.

Stormwater failures:

Failures trending upward but are closely tied to yearly precipitation rates.  
Debris over grates is the largest cause of failure.

Claims:

Between 1997 – 2007, there were 3,620 failures (142 claims) at a cost of \$2,884.053 for all three piped Utilities. Mr. Marcum reported that only 4% of all failures resulted in paid claims.

Dollars paid for water claims are trending up and are mostly associated with 4” and 6” AC main.

Both the number and cost of claims in wastewater are trending up.

Claims in Stormwater are rare but do have the potential to be catastrophic.

Mr. Marcum noted that the overall infrastructure is aging and failures and claims will continue to occur and likely increase without additional resources to perform critical maintenance activities.

Mr. Marcum noted that the overall infrastructure is aging, which results in an increase in claims. The following are key areas of focus:

Water: 4” and 6” AC watermains

Wastewater: lakelines, laterals and mainline blockages

Stormwater: storm preparation and flood prevention activities

There was a brief discussion regarding the budget planning process and preparing for the key areas listed above. Further budget issues will be discussed at the October 2 and October 30 Commission meetings. At these meetings, staff will provide policy connections with the budget recommendations. In addition, Ms. Otal offered one-on-one educational meetings for anyone interested.

E. Comprehensive Wastewater Plan Update and Review of Wastewater General Policies

Mr. Thompson provided an overview of the wastewater comprehensive plan general policy changes/additions. In particular he discussed the following information, which was included in the Desk Packet:

Customer Service:

Emergency Preparedness

Ownership of side sewers

There was a brief discussion of property owner responsibility for retaining a contractor and about easement requirements. No changes were requested.

Service reliability and infrastructure investment

Inflow and infiltration monitoring and reduction

Service Area:

- Redevelopment thresholds for payment of connection charges
- Septic systems
- Service extensions
- Bellevue initiated assumption of sewer districts

Water quality:

- Effluent pretreatment requirements
- Industrial discharge monitoring

Commissioner Roberts asked for general information on King County's industrial discharge monitoring. How many are there in Bellevue, what sort of businesses, and what does the County do. Mr. Thompson responded that he did not have that information with him, but could provide it.

The Commission did not take any formal action regarding the policies, and did not request any changes.

F. Bel-Red Project Implementation Update

Ms. Otal explained that the Planning Commission unanimously recommended approval of the Bel-Red Subarea Plan, zoning and related Land Use code amendments. This recommendation and related Bel-Red discussions are being scheduled for review by the City Council in September and October. All Chairs (or their designees) of the boards and commissions that provided input on the Bel-Red Project Implementation are invited to join the Chair of the Planning Commission in presenting the subarea plan and zoning package to the City Council on September 22, 2008. Further information was included in the Desk Packet.

Ms. Otal confirmed that the previous comments provided by the Environmental Services Commissioners to the Planning Commission were incorporated into the Bel-Red Subarea Plan.

6. UNFINISHED BUSINESS:

None.

7. NEW BUSINESS:

None.

**8. DIRECTOR'S OFFICE REPORT:**

The Planning Commission is hosting a shoreline boat tour on September 20, 2008 to help Commissioners understand the existing conditions along the shoreline. All Environmental Service Commissioners are invited to attend.

A.

Additional Budget Review Meeting

*Discussed above.*

**9. CONTINUED ORAL COMMUNICATIONS:**

None.

**10. EXECUTIVE SESSION:**

None.

**11. ADJOURNMENT:**

**Motion by Commissioner Mahon and second by Commissioner Roberts to adjourn the meeting at 9:13 p.m. Motion carried unanimously (6-0).**