

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

Thursday  
February 19, 2015  
6:30p.m.

Conference Room 1E-113  
Bellevue City Hall  
Bellevue, Washington

**COMMISSIONERS PRESENT:** Chair Helland, Vice Chair Swenson, Commissioners Morin, Mach, and Wang

**COMMISSIONERS ABSENT:** Howe, Pauley

**OTHERS PRESENT:** Andrew Lee, Deputy Director; Phyllis Varner, NPDES Manager; Laurie Devereaux, Stream Team Program Coordinator; Pam Maloney, Water Resources Planning Manager; Paul Bucich, Asst. Director Engineering

**MINUTES TAKER:** Laurie Hugdahl

**1. CALL TO ORDER:**

The meeting was called to order by Chair Helland at 6:32 p.m.

**2. ORAL COMMUNICATIONS**

None

**3. APPROVAL OF AGENDA**

**Motion made by Commissioner Morin, seconded by Commissioner Mach, to approve the agenda as presented. Motion passed unanimously (5-0).**

**4. APPROVAL OF MINUTES**

January 15, 2015 Regular Meeting Minutes

Commissioner Wang noted that items 1 and 2 on the January 15 agenda should be switched so that the meeting is called to order first before any action is taken.

He then referred to the bottom of page 5 and bottom of page 6 and noted that Councilmember Roberts should be corrected to Councilmember Robertson.

**Motion made by Morin, seconded by Commissioner Wang, to approve the minutes as corrected. Motion passed unanimously (5-0).**

## 5. FOLLOW-UP QUESTIONS AND ANSWERS

- Stormwater Requirements for Single Family Redevelopment

Phyllis Varner, NPDES Manager, reviewed information regarding Vice Chair Swenson's question at the last meeting about the application of stormwater development requirements to single-family residential redevelopment projects, particularly tear downs or substantial remodeling projects. He had asked when stormwater requirements are triggered for these projects and what stormwater requirements apply. Ms. Varner explained that it depends on the specific project conditions. There is an Ecology flowchart that shows how stormwater requirements are to be applied to redevelopment projects. Any single-family redevelopment project which adds new or replaces 2000 square feet or more of impervious surfaces or does land-disturbing activities totaling 7000 square feet or more is required to use onsite stormwater management BMPs (Best Management Practices) where feasible to retain runoff onsite. This requirement applies to the runoff that originates from the new or replaced impervious surface of a land-disturbed areas. The onsite stormwater BMPs include roof downspout infiltration or dispersion, rain gardens, pervious pavement or recycling. If the site conditions don't support the use of onsite BMPs then the property owner determines if a piped connection to the City's drainage system can be made. If it cannot, then drainage is directed to a dispersion trench. Under the redevelopment flow chart, a larger project is defined as one that is adding 5000 square feet of new impervious surfaces. Then the project could potentially be subject to additional stormwater requirements for water quality treatment and/or stormwater detention facilities. On the larger single family redevelopment projects, detention is required when 10,000 square feet of new and/or replaced impervious surfaces are created. Ms. Varner distributed a copy of Single Family Residential Stormwater Management Guidelines that are used including a flow chart for redevelopment projects.

Vice Chair Swenson said he was still concerned about the definition of redevelopment on page A5 which says "has 35% or more existing hard surface." It appears to him that the current definition essentially causes an exemption to a single family redevelopment for anything that has less than 35% coverage. Vice Chair Swenson also expressed concern about what appear to be differing regulations for specific homes that have been redeveloped near his home. Paul Bucich, Asst. Director Engineering, suggested that Vice Chair Swenson could come in to talk with the Site Review Specialist to get an explanation about how the rules are applied, especially in regards to the specific homes that have been redeveloped near his home. Vice Chair Swenson accepted this offer.

## 6. REPORTS AND SUMMARIES

- ESC Calendar/Council Calendar

Deputy Director Lee reviewed the upcoming calendars. Regarding the possibility of having a retreat in August, he noted that he would work with Chair Helland to work out the details.

## 7. NEW BUSINESS

- NPDES 2015 Stormwater Management Program Recommendation

Phyllis Varner, NPDES Manager, asked the Commission to make a recommendation to the City Council on submittal of the NPDES 2015 Stormwater Management Program Plan to Washington State Department of Ecology. As noted at the January Commission meeting, the City plans to continue implementation of the ongoing Program requirements and continue phased implementation of new requirements in 2015. The Commission's recommendation on the submittal of the NPDES 2015 Plan to Ecology will be attached to a management brief on the NPDES Annual Report which goes to City Council on March 2. She distributed a draft of the Commission's memorandum to Council and solicited comments.

**Motion made by Commissioner Wang, seconded by Vice Chair Swenson to recommend the NPDES 2015 Stormwater Management Program Plan to City Council for approval. Motion passed unanimously.**

She explained that the City Council will be asked to take action on March 16 and authorize the City Manager to sign the NPDES Annual Report and submit it to Ecology by the March 31 deadline. Additionally, she noted that the 2014 Compliance Report is completed and will be posted on the City's website.

- Stream Team Update

Laurie Devereaux, Stream Team Program Coordinator, gave an update on Bellevue's Stream Team. She noted that there are 158 volunteers working 392 volunteer hours. There were 626 field visits, 131 citizen contacts, and 422 plants planted in 2014. The dollar value of volunteer time was \$10,474.24.

Commissioner Wang commented that in the past Ms. Devereaux has distributed a calendar of events. He stated that he would appreciate notice of upcoming events. Chair Helland suggested that the Commission could receive email notifications. Commissioner Wang said he would prefer a piece of paper in the Commission packet.

Ms. Devereaux then reviewed Earth Day activities at Kelsey Creek/Glendale where volunteers did a stabilization project on the bank of Kelsey Creek. She reviewed monitoring activities by volunteers including salmon watching, Peamouth Patrol, electrofishing, and macroinvertebrate collections. She gave a description of electrofishing and how this research has shown that all sizes of fish are eating the New Zealand Mud Snails whose population has increased and is displacing the native snails.

Ms. Devereaux discussed public outreach and education efforts which consist of awareness and behavior change. Over 2400 residents have attended 48 classes or events. These include science fairs, salmon cycles and wetland field trips, high school AP environmental science classes, Parks Master Naturalists, Natural Resources Week, and Well Kept Kids. She reviewed vehicle leak sheets and educational materials.

Ms. Devereaux explained that the City also does a fundraising car wash outreach. There is a consultant who goes out to businesses that have held car washes to make sure the site has the necessary equipment and knows how to properly use the equipment. The consultants go to 14 businesses two times per season and to 10 schools two times per season (fall and spring). The consultants also go to neighborhood associations, PTSA's and visit 14 onsite car washes. This is an example of something that needs ongoing educational efforts. Kits are available from several locations that are willing to host car washes and are available at City Hall. There is an outreach to business owners in the community so hosters of car washes know that a car wash kit is required. Puget Sound Starts Here is a regional effort where many jurisdictions pool together to post advertisements on buses.

Commissioner Morin asked about including notification in utility bills about car washes. Deputy Director Lee noted that it has been included. Ms. Devereaux added that the City uses many different avenues to try to educate people.

Vice Chair Swenson asked if the educational efforts appear to be changing behavior. Ms. Devereaux replied that behaviors do seem to be changing, but slowly. She noted that it is time to do another survey to assess behaviors and attitudes. Commissioner Morin applauded her for all of her outreach efforts.

- City Comprehensive Plan Update

Pam Maloney, Water Resources Planning Manager, stated that the Planning Commission released a draft Comprehensive Plan last week which was sent to the Commissioners along with a copy of the ESC's letter and comments to the Planning Commission. She said she would share a staff summary of any significant discrepancies from those recommendations tonight. She stated that there will be a joint board and commission meeting at City Hall on February

25 regarding the Comprehensive Plan Update. Brad Helland, Keith Swenson, Keith Swenson, Ticson Mach, and Calvin Wang indicated they would be attending. Commissioner Morin said he would not be able to attend.

Chair Helland asked about an analysis of the Update. Ms. Maloney stated that almost all of the ESC's recommendations were included as the ESC had recommended, with a few minor exceptions. The Planning Commission also incorporated input from other stakeholders. A summary of significant topics from other stakeholders was described in Ms. Maloney's memorandum to the ESC dated February 12.

Chair Helland requested more information about undergrounding power. Ms. Maloney offered to put him in touch with a staff member from Development Services or Right-of-Way management who would know more about that topic.

Commissioner Wang referred to Energize Eastside and asked if the City really has the right to consider the location of the existing and proposed non-city utilities. Ms. Maloney replied that the City has some oversight of private utilities through right-of-way use and franchise agreements, but the city's authority is limited by state law. Commissioner Wang asked if the Utility Department has any concerns about PSE proposed alignments. Deputy Director Lee stated that Utilities does not have a permitting role, but the City does and many departments are actively looking at the project. Additionally, the City is partnering with a number of other cities to have their own consultant involved in the SEPA process as well. There are multiple approaches to influence this project. Ms. Maloney added that the City has monthly or quarterly meetings with private utilities, public utilities, and the transportation department to coordinate activities.

Ms. Maloney then reviewed discrepancies between what the ESC recommended and what the Planning Commission actually included:

- UT 7 – The ESC/Utilities asked the Planning Commission to add language to clarify that sometimes a subarea policy modifies the general policies; the Planning Commission declined to do that and said subarea policies don't really modify the general policies; they are additive.
- UT 8 – The ESC/Utilities asked that the Planning Commission relocate a policy about cost recovery thinking it fit better in a different section; the Planning Commission thought it made more sense where it was.
- UT 22 – The ESC/Utilities asked that the policy be separated into two policies; the Planning Commission left it as one, but they included all of the same language.
- UT 25 – The ESC/Utilities asked the Planning Commission to update the policy to recognize the need for specific water quality education

about pollution prevention and aquatic habitat; the Planning Commission declined and opted to retain the broader language.

- EN 33 and EN 36 – The ESC/Utilities asked for specific terminology; the Planning Commission opted to leave the language the way it was so it would be more understandable.

Ms. Maloney noted that the ESC could make comments to the Planning Commission about any of these changes. She reviewed avenues for input available to the ESC.

Commissioner Morin referred to page 6 of Environment section of the narrative portion where it talks about the B-IBI (Benthic Index of Biotic Integrity) and asked how Bellevue currently rates. He wonders if that rating should be included in the narrative. Deputy Director Lee noted that it is a stream-by-stream measurement and varies throughout the City. Ms. Maloney said she would have staff look at the language and give context and framework. Deputy Director Lee pointed out a graph on page 5 showing B-IBI scores for three major Bellevue creeks over time.

Ms. Maloney explained that staff prepared the narrative, but it has not been reviewed by the Planning Commission in the way the policies were. Utility staff had input, but has not had time to review it since it has been published. Staff is reviewing the narrative now to assure it provides appropriate context for the policies and is accurate. Chair Helland asked if Utilities staff is generally supportive of what is in the narrative. Ms. Maloney replied that staff is generally supportive, but reinforced that the policies are the part that the Planning Commission focused on. The narrative provides context, but doesn't set policy.

Vice Chair Swenson referred to the EN 1 chart and noted that some of the streams appear to be losing ground. Staff concurred. Vice Chair Swenson said that this is a major concern. Commissioner Morin suggested including a goal or policy to strengthen the stormwater mission. Ms. Maloney indicated that this is what staff has been trying to do. Commissioner Morin was concerned that the language is so soft and ambiguous as to be almost meaningless.

Commissioner Wang referred to the photos and noted they are not identified as to the relevancy to the narrative. Ms. Maloney replied that the staff has focused much more on the narrative than the photos or the captions. Commissioner Wang stated if the photos are included they should be relevant to the subject matter.

Commissioner Morin referred to page 7 of Environment section of the narrative where it talks about Non-Point Source Pollution. He thinks this is language that most people would not understand. He recommended that it be clarified, especially if the Planning Commission is trying to get rid of

technical language. Chair Helland pointed out that this is what the ESC was trying to get across with their request which the Planning Commission denied.

Deputy Director Lee stressed that the policies are more consequential and lasting than the narrative. Ms. Maloney agreed to incorporate commission discussion about the narrative into staff comments to Planning Department staff.

There was discussion about how to handle the ESC comments. Chair Helland suggested making a motion tonight to send a letter with additional comments to the Planning Commission. Then over the next week or so the Planning Commission can compile comments.

Vice Chair Swenson noted that the recommendations of staff have been by and large accepted. He asked if that was true of all departments' recommendations. Ms. Maloney's impression was that most recommendations for subject areas where she was present for the review were accepted. Vice Chair Swenson expressed concern about whether there is an agenda with its seeds at the national political level that has found its way down into this plan. Ms. Maloney replied that the Environment policies seem aligned with the City's Environmental Stewardship Initiative. Vice Chair Swenson was concerned about the amount of narrative that is accompanying the policies. He cautioned that the larger the document is and the more powerful the community, the easier it is to defeat in court. He commented that as long as staff's impression is that the City is headed in a positive direction and that this addresses most of their concerns he is satisfied. Ms. Maloney said that is her impression, but she acknowledged that there are likely some stakeholders who feel this goes too far and other stakeholders who feel this doesn't go far enough, for environmental policies.

Deputy Director Lee commented that there is more time to deal with the narrative section prior to Council adoption. He recommended focusing on the policies due to time constraints.

Chair Helland noted he would be submitting some comments as an individual citizen because they pertain to topics outside the scope of the ESC. He suggested writing a letter regarding the policies and then circulating it to get commissioner comments.

Vice Chair Swenson commented that sometimes it's better to let sleeping dogs lie, referring to document style, amount of narrative, and photo relevance. Chair Helland concurred. Ms. Maloney suggested the Commission could comment on the many things the Planning Commission *did* include.

Commissioner Morin stated his comments were mainly around the narrative, not the policies. Vice Chair Swenson and Commissioner Mach did not have anything further to add regarding the policies.

Chair Helland suggested that any comments be provided to Pam Maloney regarding the policies by February 27. He suggested he and staff could draft the letter and send it out to the Planning Commission. If there are any objections or concerns then he won't send it. Deputy Director Lee indicated he would check on protocol for this, to assure the process doesn't invoke public meeting rules

Vice Chair Swenson referred to Commissioner Wang's concerns about the pictures and stated that the pictures make the document more attractive. He thinks there is value in having the document be attractive. He would not add captions because it would make it more cumbersome to read. Commissioner Wang thought the pictures should be related to the content somehow.

**Motion made by Commissioner Morin, seconded by Vice Chair Swenson, to have Chair Helland draft a letter to the Planning Commission acknowledging action they have taken and including additional commissioner comments/concerns to be sent to Pam Maloney no later than next February 27.**

Commissioner Wang abstained. He feels that the commenting period has passed, and it is too late to make comments.

**Motion passed unanimously (4-0).**

Deputy Director Lee noted that Paul Ingraham had requested that the chairs of the various boards and commissions come prepared to talk on February 25 with key messages about their particular element. He stated that Pam Maloney would develop a slide and speaking points for Chair Helland for the joint board and commission meeting regarding highlights of the Utilities Element and ESC review.

## **8. COMMISSION REPORT**

Commissioner Wang referred to a picture of Lake Tapps he saw in the paper. He asked staff to inquire what is happening there. Deputy Director Lee said that staff can summarize the improvements that are happening there at the next meeting.

## **9. DIRECTOR'S OFFICE REPORT**

Deputy Director Lee stated there was an email that went out about the Shoreline Master Plan. Staff expected to see a draft of that, but has not seen it yet and is not

sure what the status of that is. As soon as staff hears back about that they will let the ESC know.

City Council had a retreat last weekend which was primarily a teambuilding session. One thing the Council is trying to do is standardize the legislation regarding all the boards and commissions.

The City Council put together a long-term vision for Bellevue last year. He recommended that the ESC look for this online.

He also highlighted some of Utilities' big priorities for 2015:

1. Look at process improvement opportunities for the budget process
2. Asset management program assessment
3. Mobile workforce initiative
4. Project management improvement initiative
5. Internal professional development
6. IT strategic plan

Chair Helland asked about the reason for the focus on project management improvement. Deputy Director Lee stated that the department's capital budget has been increasing pretty steadily over the last five years (from about \$7 million to \$16 million) without a similar increase in staff. It is scheduled to continue growing to about \$25-30 million annually. With increasing scope and budget, the need to improve how the department manages projects is more critical.

Commissioner Wang asked if it really takes many people to manage projects since the design is done by consultants. Deputy Director Lee stated that each project manager has about 7-8 projects right now. Project managers manage consultant projects, but they also manage a team, communications, the contracting process, etc. Regarding design, the City made a decision in 2007 to start outsourcing all design work. Deputy Director Lee stated he thinks it would be a good idea to look at this policy again.

Commissioner Wang referred to the walkway near the culvert at the Coal Creek Parkway. He commented that the heavy railing is useless and blocks the view of kids to see into the water. It would have been better to install Plexiglas so people can actually see into the stream. He then noted that there is a drain under the walkway, but there is no water there. On the other end there is no drain, but there is an accumulation of water. Those are the kind of things he thinks a project manager should review and catch. He offered to bring pictures to show staff.

## **10. CONTINUED ORAL COMMUNICATIONS**

None

**11. ADJOURNMENT**

**Motion made by Commissioner Swenson, seconded by Commissioner Mach, to adjourn the meeting at 8:48 p.m. Motion passed unanimously (5-0).**

The meeting was adjourned at 8:48 p.m.