

# Agenda

ENVIRONMENTAL SERVICES COMMISSION MEETING  
 450 110<sup>th</sup> Ave. NE (City Hall)  
 Conference Room 1E-113  
 Thursday 6:30PM  
 February 2, 2017 Regular Meeting

		<u>Page</u>	<u>Action</u>
<b>Commissioners:</b>	1. Call to Order – Keith Swenson, Chair		
<i>Keith Swenson Chair</i>	2. Approval of Agenda *	1	X
<i>Diann Strom Vice Chair</i>	3. 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 11.		
<i>Anne Howe Ticson Mach Aaron Morin</i>	4. Approval of Minutes * • January 5, 2016 Regular Meeting Minutes	2-8	X
<i>Lisa Schreiner</i>	5. City Council Communications • Replacement Commission Process • Council Liaison		
<b>City Council Liaison:</b>	6. Reports & Summaries • ESC Calendar/Council Calendar * • Conservation & Outreach Events & Volunteer Opportunities *	9-10 11-12	
<i>Vacant</i>	7. New Business • Storm & Surface Water Monitoring Programs <i>Presenter: Kit Paulsen, Watershed Planning Supervisor</i> • Mobile Workforce – Deployment of Tablets & Optimized Software to Field Crews <i>Presenter: Don McQuilliams – Operations Manager – Regulatory Compliance &amp; Surface Water</i>	13 14	
<b>Staff Contact:</b> <i>Andrew Lee 425-452-7675</i>	8. Commission Report		
<b>Staff Support:</b> <i>Katie LaFree 425-452-4497</i>	9. Director's Office Report		
	10. Continued Oral Communications		
	11. 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  
January 5, 2017  
6:30 p.m.

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

**COMMISSIONERS PRESENT:** Keith Swenson (Chair), Diann Strom (Vice Chair), Anne Howe, Ticson Mach, Aaron Morin and Lisa Schreiner

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** Deputy Director Andrew Lee; Fiscal Mgr. Martin Chaw; Regulatory Compliance Manager Don McQuilliams; Chief Technology Officer Chelo Picardal; Transportation Department Manager Chris Long; Public Information Officer Mike May

Michael

**MINUTES TAKER:** Laurie Hugdahl

**1. CALL TO ORDER:**

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

**2. APPROVAL OF AGENDA**

Deputy Director Lee explained that there would be some reordering of the agenda so that the Bellevue Smart Cities Strategies would be taken first under New Business.

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

**3. PUBLIC MEETING ON THE NPDES 2017 STORMWATER COMPLIANCE REPORT**

*Presenter: Don McQuilliams, Regulatory Compliance Manager*

Mr. McQuilliams introduced the NPDES Stormwater Compliance Report. He gave an overview and reviewed the background of the NPDES permit. He then reviewed the 2013-2018 Permit Implementation Timeline and reviewed photos of spills that staff has encountered.

Commissioner Strom asked how people are educated about not washing their cars at home. Mr. McQuilliams explained that Laurie Deveraux goes to a lot of schools and meetings to educate people. Most people are happy to stop once they

know the impacts of washing vehicles on hard surfaces that drain to the storm system.

Commissioner Mach asked if it was okay for people to wash their car on pervious pavement. Mr. McQuilliams indicated that was still a problem. Washing on gravel or grass is okay, but it is better to go to a car wash. There is code that says it is pollution and not allowed in the stormwater system, but at this point it is just handled on an educational basis.

Commissioner Strom asked if any bill inserts or postcards have been done for educational purposes. Mr. McQuilliams wasn't sure about car washes, but stated that the City has done bill inserts for other things such as Fats, Oils, and Grease. Public Information Officer Mike May indicated that one article has been done as a bill insert. Staff has also kept up a conversation on Next Door. Deputy Director Lee also referred to the *Seattle Times* educational insert that was done.

Commissioner Morin asked if catch basins need to be cleaned more frequently with the increase in catch basin inspections. Mr. McQuilliams explained that historically about 20-25% of the ones they have inspected need cleaning, and this continues to be the case. Commissioner Morin asked about things the City is seeing less of in terms of illicit discharges. Mr. McQuilliams explained that oil spills are the primary thing they see with illicit discharges. He hopes there will also be a decrease in soap suds and that educational efforts are working. He is certain that more people are aware of the issues related to those.

Commissioner Strom asked how people are educated about not washing their cars at home. Mr. McQuilliams explained that Laurie Deveraux goes to a lot of schools and meetings to educate people. Most people are happy to stop once they know the impacts of washing vehicles on hard surfaces that drain to the storm system.

#### 4. **ORAL COMMUNICATIONS**

Betsy Hummer, 14541 SE 26<sup>th</sup> Street, a member of the East Bellevue Community Council, thanked the ESC for their service. She commented that she has noticed East Bellevue residents are concerned about adult family homes which seem to be proliferating in that area. These are permitted as single family homes, but don't necessarily fit into the overall character of the neighborhood. She recommended making sure that there is transparency in applications, that the group homes are taxed as businesses, that codes on aesthetics and neighborhood character are applied, and that regulations related to adult family homes are citywide so they aren't all located in one part of the City. Another concern of the East Bellevue constituents is single family rentals where living rooms are being divided up and rented out. Also, they want to make sure that new parks are maintained so that citizens can enjoy the parks they are paying for. This includes keeping the restrooms open so citizens can enjoy the parks. Traffic lights have recently been

installed in the area, and one business's sales for four consecutive months have been down by 50% as a result of construction. East Bellevue Community Council disapproved a permit for some electrical substations because they went down 148<sup>th</sup> which is considered an urban boulevard and would have been a blight. East Bellevue residents would like to see 156<sup>th</sup> and 164<sup>th</sup> developed as urban boulevards and improved for cut-through traffic. Another concern is related to Bellevue College, especially with the dorms and fields. She summarized that East Bellevue constituents are Bellevue residents, middle class, property owners, voters, levy supporters, property tax payers, income tax payers, parks users, smart, and kind. She urged the ESC to keep the constituents in mind. She commented that there is a proposed men's homeless camp at Eastgate. She suggested that there needs to be a citywide initiative regarding how to address the homeless issue as well as more transparency and more input from citizens.

5. **APPROVAL OF MINUTES**

November 3, 2016 Regular Meeting Minutes

**Motion made by Morin, seconded by Commissioner Howe, to approve the November 3, 2016 minutes as presented. Motion passed unanimously (6-0).**

6. **REPORTS AND SUMMARIES**

- ESC Calendar/Council Calendar

Deputy Director Lee explained that he tried to incorporate a number of agenda items raised at the retreat. The calendar will be filled in as they go. At this point there does not appear to be a need for a meeting in February. He reviewed the calendar for the year as shown on the 2017 Tentative Environmental Services Commission Calendar.

7. **NEW BUSINESS**

- Bellevue's Smart City Strategy  
*Presenters: Andrew Lee, Utilities Deputy Director; Chelo Picardal, Chief Technology Officer; Chris Long, Manager, Transportation Department*

Ms. Picardal showed a short video demonstrating what Smart Cities could be. She explained that the City Council's 20-year vision established a lot of the City's vision for Smart Cities. It is about using information and communications technology to enhance livability, sustainability, and resiliency. She reviewed accomplishments to date including a regional workshop, hiring a UW Evans School student consulting program, launching Urban Smart Bellevue with PSE, winning a National Institute of Standards and Technology grant for Smart City Dashboard, and winning a Department of Energy grant.

The UW Evans School students helped the City develop a maturity model with regard to connectivity, transportation, public safety, water, buildings, and energy to see where the City is in terms of maturity for each element. Deputy Director Lee reviewed a Long-Term Framework for Achieving Higher Maturity Levels.

Ms. Picardal, Mr. Long, and Deputy Director Lee reviewed where the City is and possibilities within each element.

- Connectivity: Expanded Wi-Fi, Digital Economy, Consumer Broadband Services, Smart Networks
- Transportation: Connected Vehicles, Smart Streetlights, Informed Travelers, Transit Integration, Pedestrian/Bicyclist Safety
- Public Safety: Integrated Systems, Predictive Analysis, Resilient Communications, Regional Partnerships, Situational Awareness
- Water: Advanced Metering, Proactive Detection, Predictive Operations
- Buildings: Better Data, Reduce Waste, Safer Buildings
- Energy: Optimized Grid, Conservation and Renewables, Advanced Metering

Ms. Picardal then commented that staff recognizes there are increased risks with security and privacy. With that in mind, the City has initiated efforts to beef up the security program, specifically focusing on critical infrastructure protection through the IT Security program. The City is looking at establishing privacy policies and practices, staying in sync with what other agencies in the state are doing, and monitoring emerging privacy legislation. The City also recognizes there are great opportunities with all the data. There is an opportunity to make that data available to businesses and residents through an open data portal and with the Smart City dashboard. Next steps include budget approval, finalizing Smart City strategy, executing projects, and the updating the 2018 Smart City strategy for 2019-2020.

Commissioner Mach asked if Smart Cities is a national term. Deputy Director Lee explained that it is an international term which originally came out of IBM. There is now a Smart Cities Council which is an international group. The White House has passed at least one piece of legislation regarding Smart Cities. Congress woman Delbene from Washington State is considering passing additional legislation in Congress to support Smart Cities efforts.

Chair Swenson asked if there is anything built into the system to deal with bad drivers. Mr. Long replied that autonomous vehicles will help with this. A lot of high-end vehicles already have a collision avoidance features. He expects this to trickle down to economy cars quickly. There is also a test project going on with Microsoft to use traffic cameras to monitor near misses with pedestrians, cars, and bikes. This can be used to determine how to proceed to make safer intersections.

- **Pikes Peak Public Outreach**  
*Presenters: Michael May, Utilities, Public Information Officer*

Utilities Public Information Officer Michael May gave an overview of and discussed the background on the Pikes Peak Reservoir and Pump Station project. He then discussed outreach efforts related to the project. Members from different groups in the Bridle Trails area have been pulled in to be on a community advisory group. The City has also hired a consultant to help with outreach efforts in an effort to rebuild community trust and credibility where it had been lost in the past. The advisory group will provide high level input including providing early identification of any community concerns and feedback on the alternatives being considered. He commented that the City will have the final call on any kind of design decisions, but public comments and concerns are welcomed. He reviewed the results of the first meeting and noted that the City has made great strides from previous efforts. He reviewed some of the questions and answers raised at that first meeting.

Commissioner Strom asked about the scope of the advisory group. Public Information Officer May explained that the group will be giving the City input on community concerns, alternatives, and design. He reiterated that any final decisions about engineering and structure will be made by the City.

Commissioner Morin asked about the cost of the lease. Deputy Director Lee thought it was approximately \$20,000-\$30,000 a year. Commissioner Morin asked if it would make more sense to go with the original plan to have a 4-4.5 million gallon reservoir instead of the 1.25 million gallon tank. Deputy Director Lee stated that according to the 30-year Water System Plan there is no additional capacity needed now. It is not expected that the need will change much in that area because it is pretty much built out. Commissioner Morin thought it would be more economical to condemn property and then the City wouldn't have the cost of the lease.

Commissioner Strom asked if there are other city-owned properties in that area. Deputy Director Lee replied that the nearest facility is the Cherry Crest Reservoir which is a little to the east, but that already has a fairly built-out reservoir on the property. Deputy Director Lee stated that staff will continue to keep the ESC informed as this project proceeds.

- **2017-2018 Utilities Department Budget and Rates**  
*Presenter: Lucy Liu, Assistant Director, Resource Mgmt. and Customer Service; Martin Chaw, Fiscal Manager, Resource Mgmt. and Customer Service*

Assistant Director Liu shared that Council has unanimously approved the 2017-2018 Budget and Rates consistent with what the Commission reviewed and recommended to Council. There is one change in that the Council decided

to increase the Solid Waste Fund by \$150,000 for a consultant to evaluate long-term solid waste options. She thanked the Commission for their work on the Budget and rates. The ESC congratulated staff.

Deputy Director Lee referred to the \$150,000 consultant study and explained that the City spent some consultant resources in 2015 to do a high level preliminary study of solid waste options which was never presented to the Council. Staff hopes to make that presentation in March. As a result, the Council may choose a course of action that makes the \$150,000 study unnecessary.

Deputy Director Lee explained that Michael May has developed a bill insert which describes the proposed rate increases. It will go electronically to customers who receive their bills electronically and in the mail to those who receive their bills in a paper format. The City also did a press release in December. Assistant Director Liu added that staff is planning to talk with some community groups who have expressed an interest in getting more information regarding rates.

**8. COMMISSION REPORT**

Commissioner Mach reviewed the recent ESC tour where commissioners visited the traffic camera room. Deputy Director Lee reviewed how the information from those cameras is used. Commissioner Schreiner asked if there would be an opportunity to do the tour again for those that missed it. Deputy Director Lee indicated he would look into it.

**9. DIRECTOR'S OFFICE REPORT**

Deputy Director Lee reported on a couple water main breaks in December.

In Meydenbauer Beach Park the sewer lakeline replacement project got started this week. The lakeline will be moved upland to underground at the park. A small lift station will be built at the park as well. Staff has committed to being done by April 30.

Commissioner Strom asked about schools that had been identified as having lead-related issues. Deputy Director Lee explained that the testing identified some fixtures in older schools that still needed to be replaced, and those fixtures were replaced.

Commissioner Morin suggested that the City should be sure to publicize the positive things it is doing to save money and to be good stewards of city resources.



Deputy Director Lee noted that staff will be interviewing candidates for Calvin Wang's replacement. Also, on Tuesday, February 21 the Mayor will be honoring Calvin Wang at 8 p.m. for his service to the City.

**10. CITY COUNCIL COMMUNICATIONS**

None

**11. CONTINUED ORAL COMMUNICATIONS**

None

**12. ADJOURNMENT**

The meeting was adjourned at 8:27 p.m.

DRAFT



# 2017 Environmental Services Commission Calendar

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## February

- 2 2016 Stream Assessment Results (Kit)  
Mobile Workforce Deployment (Don McQ)

## April

- 6 2016 Financial Report (Lucy/Martin)  
2028 Solid Waste Options (Andrew)  
External Communications Plan (Michael)  
Visit from Sammamish and/or Woodinville re: AMI (Andrew)

## June

- 1 AMI Communications Plan (Michael/Andrew)  
Wastewater System Plan Implementation (Debbie)

## July

- 6 CIP Tour (Scott)

## August

- 3 Recess

## September

- 7 Water System Plan Implementation (Doug)

## October

- 5 Asset Mgmt. Update (Andy)  
Stream Team Update (Laurie)

## November

- 2 Storm & Surface Water Plan Implementation (Jerry)

## December

- 7 Retreat

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# 2017 Tentative Council Calendar

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## February

- 6** 2017-18 Waste Reduction & Recycling Program Grant (Lucy/Jennifer)  
 Motion to award construction of Richards Rd Inlet Station Replacement (Paul/Regan)

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- 21** Commendation - Calvin Wang (Andrew)

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# Utilities Environmental Conservation & Outreach Events and Volunteer Opportunities



## February

- 1. Waterwise Garden Volunteer Work Party**  
**Location:** Bellevue Botanical Garden  
**Dates:** February 15<sup>th</sup>, 1 pm to 3 pm  
**Staff:** Patricia Burgess, 425-452-4127, [pburgess@bellevuewa.gov](mailto:pburgess@bellevuewa.gov)  
Karren Gratt, 425-452-6166, [kgratt@bellevuewa.gov](mailto:kgratt@bellevuewa.gov)

## March

- 1. Waterwise Garden Volunteer Work Party**  
**Location:** Bellevue Botanical Garden  
**Dates:** March 1<sup>st</sup> and 15<sup>th</sup>, 1 pm to 3 pm  
**Staff:** Patricia Burgess, 425-452-4127, [pburgess@bellevuewa.gov](mailto:pburgess@bellevuewa.gov)  
Karren Gratt, 425-452-6166, [kgratt@bellevuewa.gov](mailto:kgratt@bellevuewa.gov)
- 2. Newport Heights Science Fair**  
**Location:** Newport Heights Elementary  
**Dates:** March 10<sup>th</sup>, 6 pm to 8 pm  
**Staff:** Laurie Devereaux, 425-452-5200, [ldevereaux@bellevuewa.gov](mailto:ldevereaux@bellevuewa.gov)  
Jennifer Goodhart, 425-452-6197, [jgoodhart@bellevuewa.gov](mailto:jgoodhart@bellevuewa.gov)
- 3. Cougar Ridge Science Fair**  
**Location:** Cougar Ridge Elementary  
**Dates:** March 24<sup>th</sup>, 6 pm to 8 pm  
**Staff:** Laurie Devereaux, 425-452-5200, [ldevereaux@bellevuewa.gov](mailto:ldevereaux@bellevuewa.gov)  
Jennifer Goodhart, 425-452-6197, [jgoodhart@bellevuewa.gov](mailto:jgoodhart@bellevuewa.gov)



## April

### 1. **Waterwise Garden Volunteer Work Party**

**Location:** Bellevue Botanical Garden

**Dates:** April 5<sup>th</sup> and 19<sup>th</sup>, 1 pm to 3 pm

**Staff:** Patricia Burgess, 425-452-4127, [pburgess@bellevuewa.gov](mailto:pburgess@bellevuewa.gov)

Karren Gratt, 425-452-6166, [kgratt@bellevuewa.gov](mailto:kgratt@bellevuewa.gov)

### 2. **Spiritridge Science Fair**

**Location:** Spiritridge Elementary

**Dates:** April 25<sup>th</sup>, 6 pm to 8 pm

**Staff:** Laurie Devereaux, 425-452-5200, [ldevereaux@bellevuewa.gov](mailto:ldevereaux@bellevuewa.gov)

Jennifer Goodhart, 425-452-6197, [jgoodhart@bellevuewa.gov](mailto:jgoodhart@bellevuewa.gov)



# MEMORANDUM

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Action  
 Discussion  
 Information

**DATE:** February 2, 2017  
**TO:** Environmental Services Commission  
**FROM:** Kit Paulsen, Watershed Planning Supervisor  
**SUBJECT:** Storm and Surface Water Monitoring Programs

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### **Action Required at this Time**

None. This is an informational briefing only.

### **Fiscal Impact**

Monitoring programs have been incorporated into the 2017-2018 budget.

### **Policy Issues**

None.

### **Background**

The Utilities conducts monitoring for rainfall, stream flows, invasive snails, and environmental indicators to evaluate the storm and surface water system and the status of stream health.

Staff will provide an overview of these programs, the current status of stream conditions, and how this data will support the Storm and Surface Water Strategic Initiatives.



# MEMORANDUM

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Action  
 Discussion  
 Information

**DATE:** February 2, 2017  
**TO:** Environmental Services Commission  
**FROM:** Don McQuilliams, Operations Manager – Regulatory Compliance & Surface Water  
**SUBJECT:** Mobile Workforce – Deployment of Tablets and Optimized Software to Field Crews

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### **Action Required at this Time**

None. This is an informational briefing only.

### **Fiscal Impact**

Mobile workforce hardware and software procurement and development was approved in the 2015-2016 budget. Ongoing support and maintenance is approved in the 2017-2018 budget.

### **Policy Issues**

None.

### **Background**

The Mobile Workforce Initiative was launched as the Utilities Mobile Workforce budget proposal included in the 2015-2016 budget. The stated goal is to increase customer service levels and operational efficiencies by leveraging emerging technologies and through process improvements. This is accomplished by providing field crews access to their maintenance management information system (MMIS) work order software using mobile devices. In addition, access to other software programs includes Go Maps mobile mapping, email access and the use of a language translation application for communication with Utilities customers.

Benefits tied to customer service include the ability to access historical data found in work orders to better answer customer inquiries in *real time/onsite* and help assess and diagnose new issues as they are reported and found. Additional benefits include reduced trips and miles driven, reduced or eliminated paper logs and associated duplicate data entry, and better operational awareness by having field access to existing and new work orders while in the field.

65 mobile devices (tablets) were deployed in December 2016 to field staff. Initial feedback has been positive from staff with both the tablets and the software applications performing as intended. Baseline user adoption rates are being measured via survey. At the ESC, staff will present a more detailed overview of the procurement and software development process and the mobile workforce hardware and software recently deployed to the Operations and Maintenance field crews.