

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

Thursday  
January 4, 2018  
6:30 p.m.

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

**COMMISSIONERS PRESENT:** Diann Strom (Chair), Sanjay Kumar (Vice Chair), Anne Howe, Vanja Knezevic, Aaron Morin, and Lisa Schreiner

**COMMISSIONERS ABSENT:** Gregg Takamura

**OTHERS PRESENT:** Andrew Lee, Deputy Director; Paul Bucich, Water Resources Planning Manager; Jared Nieuwenhuis, Council Representative

**MINUTES TAKER:** Laurie Hugdahl

**1. CALL TO ORDER:**

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

**2. APPROVAL OF AGENDA**

**Motion made by Commissioner Shriener, seconded by Commissioner Knezevic, to approve the agenda as presented. Motion passed unanimously (7-0).**

**3. ORAL COMMUNICATIONS**

None

**4. COMMUNICATIONS FROM CITY COUNCIL, COMMUNITY COUNCIL, BOARDS AND COMMISSIONS**

Newly elected Councilmember Jared Nieuwenhuis introduced himself.

**5. STAFF REPORTS**

Deputy Director Lee suggested that the ESC would start having the Chair make a regular report to the City Council. This could potentially happen quarterly.

The AMI Contract is continuing to be negotiated. Staff hopes to be able to provide an update in February.

Based on feedback from the retreat there will be an increased focus on resiliency. He gave an update on topics that would be included in the Council calendar in 2018.

Since this is a budget year the budget will be a topic of discussion at most meetings. There may be a need for an additional meeting in May.

**6. APPROVAL OF MINUTES**

November 2, 2017 Regular Meeting Minutes

**Motion made by Commissioner Morin, seconded by Commissioner Shriener, to approve the minutes as presented. Motion passed unanimously (7-0).**

**7. UNFINISHED BUSINESS**

None

**8. NEW BUSINESS**

- Introduce 2019-2025 CIP Update & DIP Review & Updating Process  
Presenter: Paul Bucich, P.E. – Water Resources Planning Manager  
Martin Chaw, Fiscal Manager

Mr. Bucich gave a Capital Improvement Program Update. He explained that CIP funds are used to repair and replace aging infrastructure, to build utilities to accommodate additional growth, to protect and enhance the environment, and to comply with regulatory mandates. He reviewed the proposed ESC Tentative 2019-2020 Budget Review Schedule. Staff will be hosting an online open house as they did last year. There will also be a short in-person open house, but turnout has historically been very low at those.

Mr. Bucich explained that good utility infrastructure is fundamental to a first class city and leads to a healthy and sustainable environment. The City strives to be forward-looking with Storm and Surface Water System Plan Initiatives and Water and Sewer system capacity for anticipated growth. Having the right level of capital investment to maintain service levels at reasonable cost is of great importance to the City. The goal is to maintain the capital program for new investment and reinvestment of existing infrastructure in such a fashion that when something goes wrong it is relatively minor or is taken care of quickly.

The Environmental Service Commission's role is to review the system plans and policies and proposed CIP investments. The CIP update process encompasses all areas of the utility. Information is solicited from all departments so that there is a coordination of projects.

The Capital Investment Program starts with water resources planning. Preparation of Water, Wastewater and Storm & Surface Water System Plans is done with a 20-year horizon. The development of Utilities' Capital Investment Program is a 7-year anticipated spending plan which is adjusted every two years. In addition to system plans, Utilities relies heavily on the Asset Management Program. Deputy Director Lee added that there is actually a 75-year capital planning model which is used for the City's utilities. The CIP provides for the Floodplain Management Program and Stream, Habitat, and Fisheries Analysis. It provides maintenance of computer models for system capacity, fire flow and operational analysis and management/maintenance of Utility system maps. The CIP includes water, wastewater, and stormwater constructed infrastructure. On the stormwater side, it also deals with the natural system management. Through the Capital Program construction services are funded.

Mr. Bucich reviewed the 2017 spending plan which amounted to \$220.5 million. The CIP comprises about 45% of the overall utilities budget and approximately 50% of the City's CIP expenditure program. The majority of projects relate to Renewal and Replacement. Adding capacity for growth, environmental preservation and mandates comprises a smaller portions of the programs.

As an example of the magnitude of what Utilities deals with, Mr. Bucich explained that Bellevue's Water Service Area encompasses Bellevue, Clyde Hill, Medina, Yarrow Point and Hunts Point plus a small portion of Kirkland and unincorporated areas in the city. There are over 600 miles of water main which serve approximately 145,000 residents. There are 13 regional supply inlet stations with 25 different reservoirs that are maintained by the City. The water system has 22 pump stations that move the water from lower elevations up to higher elevations and manage pressure. There are 145 pressure reducing stations.

The Water CIP spends approximately \$15 million per year on average. The goal is to replace five miles of older pipe per year. It is the City's largest utility program. The goal is to design and rehabilitate or replace one reservoir per year and to try to address one pump station per year. This could include replacing, moving, renovating, or eliminating. Water storage conveyance and capacity are also assessed.

Bellevue's Sewer Service Area includes all of Bellevue, Clyde Hill, Medina, Yarrow Point, Hunts Point and Beaux Arts, plus small incorporated areas. There are 520 miles of sewer mains, 36 pump stations, and 10 lakeline pump stations.

The goal of the Sewer CIP is \$9 million per year on average to replace or reline about a mile of pipe per year. This amount is expected to grow to a sustainable level in years to come. The Sewer CIP would also cover investigation of the sewer lakeline condition, looking for cost effective solutions to control inflow and infiltration, and evaluation of sewer force mains. It would also design and rehabilitate or replace two sewer pump stations per year.

Unlike Water and Wastewater, Stormwater only covers the City of Bellevue. This includes 32 square miles, 82 miles of streams, 3 small lakes, 13 miles of lake shorelines, 392 miles of public pipes, and 20,000 structures which the City must inspect and maintain on an annual basis. The storm drainage system is both a built system and a natural system. It is also a public system interconnected with private system. This is an area in which the City is spending a lot of time doing condition assessment and trying to be strategic about how to address what is expected to be happening in the future. The Stormwater CIP comprises about \$7 million per year on average. This covers pipe repairs, large programs, replacement of major culverts, flood control program, and fish passage program. Challenges and opportunities include aging infrastructure, environmental initiatives, and regulatory requirements.

Mr. Bucich reiterated that the CIP Spending Plan is a 7-year outlook with a 2-year budget authorization. It is revisited every two years so there are opportunities to change the spending plan where necessary. Staff starts with a zero-based budget process and each project has to be justified. There are objectives and prioritization guidelines that have been developed for each area of the focus and any projects must demonstrate need and merit. A completed summary form of the proposed CIP will be sent to the ESC prior to the next meeting.

Deputy Director Lee added there are no big additions to the CIP budget this time, but the AMI will continue to be part of it. In general, this budget proposal will be a continuation of the course the City has been on. There are a couple of new projects. One of those is a lakeline project, but the bulk of the expenses for that project will occur much later.

#### Questions and Comments:

Commissioner Morin asked if the City does a certain amount of pipe assessment with Ecologics each year. Mr. Bucich replied that they do; staff is also recommending allocating more money to this in order to do enough advance condition assessment so that there is a high degree of confidence in what needs to be replaced. The City started using Ecologics a few years ago to get a better idea about the condition of pipes. As time progresses, the City is getting a high degree of confidence about the value of this tool. Commissioner Morin thought there would be a huge advantage to mapping as much as

possible. Deputy Director Lee noted that the City is currently doing about a mile a year and hopes to increase it to three miles a year with a focus on higher risk areas. Commissioner Kumar asked if this could be used for wastewater. Mr. Bucich replied that it can only be used for clean water.

Chair Strom asked about a previous proposal for an additional utilities operational yard space location. Deputy Director Lee stated that staff is still evaluating the efficiencies that could be gained from adding another service center in the south. The study is expected to be done in the summer. Staff is not anticipating requesting additional funds for this in the 2019-25 CIP Plan, but it may be included in a future CIP Plan.

**9. ORAL AND WRITTEN COMMUNICATIONS**

Chair Strom pointed out that there was a written communication from Mr. Plummer in the ESC packet.

**10. REVIEW OF ESC CALENDAR/COUNCIL CALENDAR**

Deputy Director Lee reviewed the calendars as contained in the ESC packet. He pointed out that the AMI briefing will be coming up in February.

**11. ADJOURNMENT**

**Motion made by Commissioner Morin, seconded by Commissioner Kumar, to adjourn the meeting at 7:30 p.m. Motion passed unanimously (7-0).**

The meeting was adjourned at 7:30 p.m.