

UTILITY ADVISORY COMMITTEE



May 31, 2022



AGENDA

1. Call to Order and Roll Call
2. Approve Minutes
3. Public Comment
4. 'Hot' Items
5. Contracts and Budgets
 - Capital Facilities Plan (CFP)
 - Stormwater Source Control Program
 - PAMC update for water and wastewater capacity analysis
 - EV charging stations (verbal)
6. Legislative Issues
7. Calendar of Actions & Meetings
8. **Next Meeting – July 12, 2022**



APPROVAL OF MINUTES

Approval of Minutes:
March 8, 2022



UTILITY ADVISORY COMMITTEE MEETING

Virtual Meeting

Port Angeles, WA 98362

March 8, 2022

I. A. Call to Order

3:00p.m

Mayor and Chair Kate Dexter called the meeting to order at 3:06 pm.

B. Roll Call

UAC Assigned

Councilmembers Present: Mayor and Chair Kate Dexter, Councilmember Lindsey Schromen-Wawrin,

UAC Members Present: Mattias Järvegren, Terry Nishimoto, and Robert Kajfasz

UAC Members Absent: Councilmember Mike French, Richard French, and Laura Dodd

Staff Present: Thomas Hunter, Gregg King, Eric Walrath, Mary Sue French, William Bloor, Chris Cowgill, Ben Braudrick and Kari Martinez-Bailey

Others Present: Richard French and Ryan Neal.

II. Nominations for New Committee

In the past only members of the City Council have served as UAC Chairs. Questions were raised if other members could serve as chairman. William Bloor, City Attorney, clarified that that the City Ordinance does not limit which UAC members may serve.

Councilmember Schromen-Wawrin moved to amend the bylaws as needed to allow a non-Council member be appointed as UAC Chair and nominated Mattias Järvegren as UAC Chair. Councilmember Dexter seconded. **Chair Dexter asked if there was unanimous consent, hearing no opposition, the motion carried 5-0**

Councilmember Dexter nominated Councilmember Schromen-Wawrin as UAC Vice-Chair. Newly elected Chair Järvegren seconded. **Former Chair Dexter asked if there was unanimous consent, hearing no opposition, the motion carried 5-0**

III. Approval of Minutes

Schromen-Wawrin moved to approve the February 8, 2022, minutes. Kate Dexter seconded the motion.

Chair Dexter asked if there was unanimous consent, hearing no opposition, the motion carried 5-0

IV. Public Comment: None - The public is invited to provide written comments via e-mail prior to the meeting, call-in and via WebEx.

V. 'Hot' Items:

None.

VI. Contracts and Budgets

- i. Ryan Neal from Marsh Mundorf Pratt Sullivan & McKinzie updated the UAC on the status of post-2028 contract talks with the Bonneville Power Administration (BPA).
- ii. Director Hunter continued a roundtable discussion on municipal utility connects. The UAC requested a revised ordinance be brought back at the next UAC meeting.

VII. Legislative Issues: None

VIII. Calendar of Actions & Meetings

IX. Next Meeting Date: May 10, 2022

X. Adjournment: 4:43 p.m.

ATTENDING VIRTUALLY & PUBLIC COMMENT

Due to COVID-19 precautions all UAC meetings will be moved to online viewing only.

To learn how to submit a public comment or watch the meeting live, visit <https://www.cityofpa.us/Live-Virtual-Meetings>.

Members of the public may address the Committee during the "Public Comment" portion of the UAC meeting.

- Live comments are limited to 3 minutes and restricted to agenda items.
- Submit written comments to PublicWorks@cityofpa.us by 10:00am on the day of the meeting. Comments will not be read aloud but will be made part of the record.



ATTENDING VIRTUALLY & PUBLIC COMMENT

To attend the meeting virtually, or make a live public comment:

1. Attend via call-in; use the conference line: 1-844-992-4726; Access Code: 2552 571 9412. This access code is good for the 03/08/2022 meeting only.
- If you wish to make a comment, once connected, press *3 to notify the meeting coordinator. You will be notified when it is your turn to speak.
2. Attend via internet using WebEx:
<https://cityofpa.webex.com/cityofpa/onstage/g.php?MTID=e9cf5b9d1831574faeb6842b09a21171c>
3. If you wish to make a comment, use the “raise your hand” feature in Webex. You will be notified when it is your turn to speak.



'HOT' ITEMS



CONTRACTS AND BUDGETS

- Capital Facilities Plan (CFP)
- Stormwater Source Control Program
- PAMC update for water and wastewater capacity analysis
- EV charging stations



Stormwater Source Control

Per Section S5.C.8 of Ecology's 19-24 Phase II Municipal Stormwater Permit (Permit), the City is required to develop and implement a new Source Control Program for existing development to prevent and reduce pollutants in runoff from areas that discharge to the City's municipal separate storm sewer system (MS4).

Updates to municipal code are necessary to create a foundation and structure for the new inspection-based, regulatory program and are required by the Phase II Permit to be adopted and in-effect no later than August 1, 2022.

UAC members have already been provided a copy of these proposed code updates and been given an opportunity to provide comment. This presentation to UAC is to provide an overview of the code update, discuss comments received, and answer any remaining questions UAC may have before bringing this work forward to City Council.

Businesses within the City that have the potential to pollute will be routinely inspected by City Staff and will be required to address sources or potential sources of pollution in their site runoff or connection to the City utility.

The Source Control Program will require the business owner to:

- Manage their site runoff and utility connections.
- Perform routine Inspections with City staff – min. 1 per 5 years, or sooner, if warranted.
- Apply operational and structural source control best management practices (BMPs) or treatment BMPs/facilities to pollution generating sources associated with existing land uses and activities.
- Maintain compliance with the program.

The City's recourse will be to apply ordinance and progressive enforcement, as necessary.

Sections of Code being updated:

Chapter 13.63 Stormwater – Utility and Regulations

- 13.63.010 Purpose
- 13.63.020 Incorporated by reference
- 13.63.275 Source Control Program for Existing Development (NEW SECTION)
- 13.63.410 Inspection

3.70.110 Public Works and Utilities Department Fees and deposits

The ordinance revisions are currently being reviewed by Ecology and the City for SEPA review.

ADU Utility Connections

Proposed Municipal Code revisions in support of
increased affordability of accessory dwelling units

And Wastewater Capacity Analysis for New Development

Objective

Reduce barriers and affordability of ADUs in the City
Maintaining integrity and operations of City Utilities

Proposed ADU Code Revisions

Target the most expensive elements of ADU utility connections:

Work in the Right of Way and associated fees necessary to meet the current Code requirement for separate independent connections to City water and wastewater systems for ADU's

Proposed ADU Utility Alternative

ADU requirements

- Utilize existing water service line and existing sewer lateral from main to property (areas in right of way). At property line add sweep from existing water service line to new ADU meter (estimated at \$600).
- Eliminate water and wastewater system development fees on ADU connection.
- Existing water service line must be able to meet minimum level of service of 2 GPM @ 30 PSI.
- Verify existing sewer line integrity. Video inspection of existing sewer lateral downstream of new connection point to main and installation of a cleanout immediately upstream of new connection point are required. Private party video inspection of existing lateral cost estimated at \$500.
- Maintain separate power metering.

Cost reductions

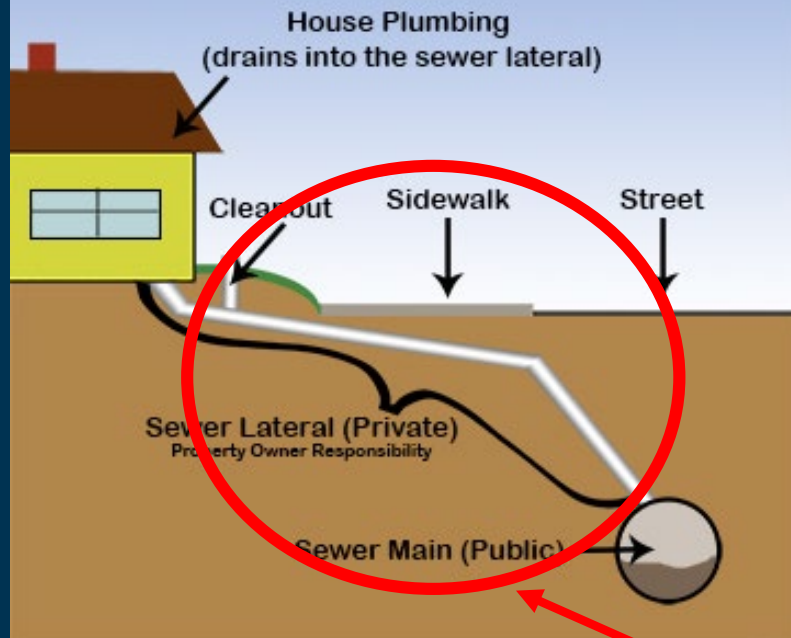
- -\$10,000+/- No new separate wastewater service. (Construction cost in ROW only)
- -\$680-\$1680 No new separate water service. (Fee for City installation. High end includes street cut.)
- -\$4520 No system development fees.
- Elimination of water and wastewater monthly base rate utility fees (- \$1,029 annually)

TOTALS

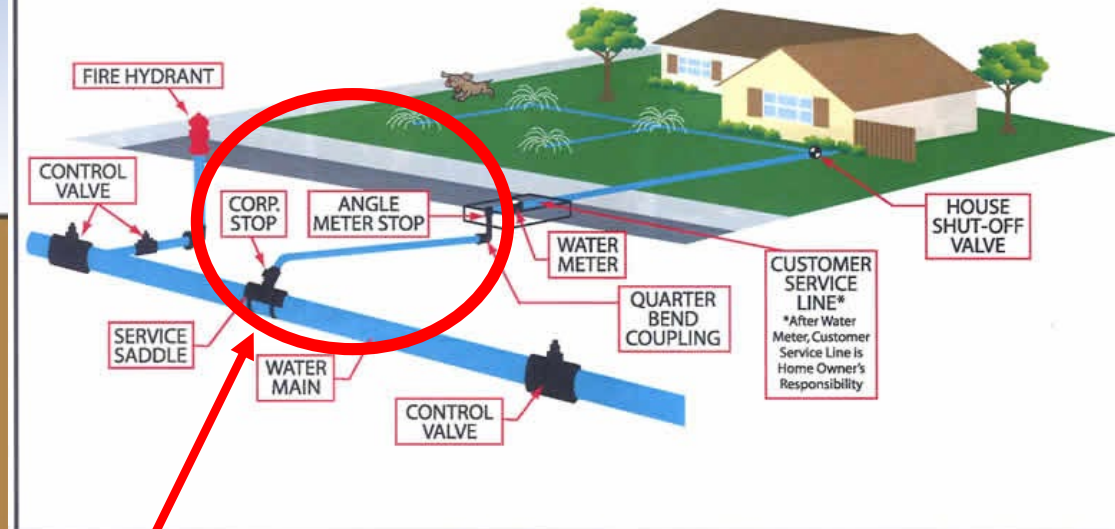
\$15,200-\$16,200 Estimated total cost reduction

Water and Sewer Connections

Typical Sewer Connection



Typical Residential Water Service Connection



Eliminate second connection in right of way

Utility Connection Comparisons

Total Fee Analysis for an Equivalent Single Family Residence									
	Util. System Dev. Charges				Impact Fees				Total
	Water	Sewer	Local Fac. Charge	Storm	Transp.	Fire	Parks	Schools	
Olympia	\$ 4,433	\$ 9,860	\$ 6,418	\$ 1,440	\$ 3,662	\$ -	\$ 5,581	\$ 5,448	\$ 36,842
Port Orchard	\$ 11,571	\$ 12,122	\$ 5,569	\$ -	\$ 4,977	\$ -	\$ -	\$ 1,371	\$ 35,609
Mount Vernon	\$ 7,530	\$ 7,859	\$ -	\$ -	\$ 5,292	\$ -	\$ 855	\$ 9,421	\$ 30,957
Bend, OR	\$ 5,857	\$ 5,223	\$ -	\$ -	\$ 8,543	\$ -	\$ 8,867	\$ -	\$ 28,490
Poulsbo	\$ 4,802	\$ 10,965		\$ 1,323	\$ 5,324	\$ -	\$ 1,248	\$ -	\$ 23,661
Sequim	\$ 8,184	\$ 7,548	\$ -	\$ -	\$ 2,491	\$ -	\$ 2,210	\$ -	\$ 20,433
Lacy	\$ 5,449	\$ 8,143	\$ 6,083	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,674
Chelan	\$ 11,926	\$ 5,531	\$ 1,970	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,427
Wenatchee	\$ 600	\$ 3,710	\$ 6,389	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ 18,199
Bremerton	\$ 6,291	\$ 7,342	\$ -	\$ 1,510	\$ -	\$ -	\$ -	\$ -	\$ 15,143
Port Townsend	\$ 4,494	\$ 3,758	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,252
Leavenworth	\$ 3,899	\$ 2,620	\$ -	\$ 1,034	\$ -	\$ -	\$ -	\$ -	\$ 7,554
Oak Harbor	\$ 3,081	\$ 1,680	\$ -	\$ -	\$ 907	\$ -	\$ -	\$ -	\$ 5,668
Port Angeles	\$ 2,260	\$ 2,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,520
If adjust for inflation at 3.2%									
Port Townsend 2015	\$ 4,494	\$ 3,758							\$ 8,252
Port Townsend 2022	\$ 5,603	\$ 4,685							\$ 10,288
Notes:									
Sequim include a 1.5 factor of facilities charges for outside the City Limits									
Wenatchee Local Facilities Charge applies only to pipe installed by the City for Sewer. Transp. Impact Fee is for a specific region of the City									
Chelan Local Facilities Charge depends on the location of connection									
Olympia Local Facilities charge is for the regional system.									

Revisions to Title 13

13.32.025 – Exception to Conditions applicable to all water service connections – Accessory Dwelling Unit.

An existing or new service line from the City main to the property may be used to supply a single attached or detached accessory dwelling unit (ADU) provided the following:

- A. A single service line must be capable of meeting the minimum level of multi-family service of 2 GPM @ 30 PSI.
- B. New ADU water meter shall be installed to City Standards.
- C. In no event shall the City assume any responsibility for damage caused by any such single connection.

No separate water system development fee shall be charged for the ADU water connection.

13.62.015 - Separate connection required exception – Accessory Dwelling Unit

An existing or new service may be used to supply a single detached accessory dwelling unit provided the following:

- A. The service shall be constructed to City Standards (new ADU sewer cleanout detail to be developed).
- B. The existing line shall be video inspected and reviewed at the sole expense of the developer to verify sewer line integrity.
- C. In no event shall the City assume any responsibility for damage caused by any such single connection.

No separate wastewater system development fee shall be charged for the ADU wastewater connection.

13.44.020 - Monthly non-discounted residential metered rate – Within City.

H. No base rate will be charged for a new single attached or detached accessory dwelling unit (ADU) service where the primary residence pays a base rate charge.

13.65.010 – Single residential unit monthly rate.

E. No base rate will be charged for a new single attached or detached accessory dwelling unit (ADU) service where the primary residence pays a base rate charge.

Proposed Code Revisions

Provide a favorable recommendation to City Council to adopt revisions to Code in support of the goal of reducing the cost of ADU construction and operation.

Wastewater Capacity Analysis for New Development

The City's wastewater collection system is capacity constrained in areas of the City leading to seasonal combined sewer overflow events.

Developers have asked for a method to utilize the City's wastewater model to confirm sewer availability.

Objective

Provide a mechanism to allow for informed decisions regarding approval for extensions of the City's wastewater system.

13.62.180 - Extensions—Application.

- A. The person developer desiring a main extension shall apply to the Director requesting permission to extend the City's sewer system.
- B. Any extension of the Port Angeles Sewer System must be approved by the Department of Public Works and Utilities and all extensions must conform to Department of Ecology regulations and the most recently adopted Port Angeles Wastewater Comprehensive Plan. The material contained in these standards shall be used in conjunction with the Washington State Department of Ecology regulations to develop all plans and specification and construction of wastewater facilities. No extension of the City's sewer system shall be approved which will interfere with the system operation, which will cause the system discharge to violate its National Pollutant Discharge Elimination System (NPDES) permit or other applicable state or Federal regulations and requirements, or which will cause physical damage to the wastewater system or treatment facilities. Where there are conflicts or differences between these standards and City ordinances, the City ordinances shall apply.
- C. In designing and planning for any development, it is the developer's responsibility to see that adequate sewer systems are provided. The developer shall demonstrate, in the proposed plans, how sewer facilities will be provided and whether the existing system will be adversely impacted. A detailed analysis of the system shall be required by the Director prior to any new development. Developer's shall submit an analysis of the main extensions impact to the existing wastewater system available capacity, or pay the fees presented below in order to utilize City wastewater system capacity modeling. The cost for this shall be as per 3.70.110(H)6 PAMC. The developer shall provide the necessary design information to the Director.
- D. If capacity constrains are identified in the sewer system, mitigation measures in the existing system shall be determined by the Director. The design and construction costs for all required work shall be born by the developer and be consistent with City standards and the most recently adopted Wastewater Comprehensive Plan.
- E. The Director shall review the application, and, if the requested extension is determined to be a proper extension of the sewer system, shall provide the petitioner with the design requirements for the extension.
- F. If the requested main extension is determined to be an improper extension of the sewer system, the application shall be denied. If the requested main extension is determined to cause an exceedance of the existing sewer system design flow capacity, the application shall be denied.

3.70.110 - Public Works and Utilities Department fees and deposits.

- H. The fee for a permit for sewer connection shall be as follows:
 - 6. The fee for City wastewater system modeling shall be City's cost including but not limited to professional service fee to run model, staff time for review, taxes and other applicable costs incurred by the City.

13.62.050 - Information to be provided.

- H. Analysis of the impact to the existing wastewater system's available capacity, or provide the necessary design information and pay the fees to utilize City wastewater system capacity modeling per 13.62.180 PAMC.

Revisions to Titles 3 and 13

Proposed Code Revisions

Provide a favorable recommendation to City Council to adopt revisions to Code in support of the goal of determining sewer availability for proposed development.



Discussion

LEGISLATIVE ISSUES

None



CALENDAR OF ACTIONS & MEETINGS

- July – CETA
- July - Stormwater Management Action Plan (SMAP)
- July – Wastewater Comp Plan
- Jacobs Elwha Industrial Water Contract
- Corp Yard Facility Assessment
- Utility rates – as needed
- COSA – pass in 2022 for 2023-2024 or 2025: Medic 1, Water, Wastewater
- Parking
- New Large Single Loads (BPA)
- Storm Water in large parking lots



CALENDAR OF ACTIONS & MEETINGS

2022 Topics - continued

- Additional living units
- Ground Water



NEXT UAC MEETING

Next UAC Meeting:
July 12, 2022
3:00-5:00 PM

Committee meetings will be held virtually
unless otherwise noted.



UTILITY ADVISORY COMMITTEE

ADJOURN

