

**CITY OF ELLENSBURG
AGENDA
Council Chambers
Thursday, September 15, 2022
3:30 PM - Utility Advisory Committee**

<https://us02web.zoom.us/j/89035534122>

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- 3.A Approve minutes - July 21, 2022 regular meeting minutes
[UAC Minutes 7-21-22.pdf](#)

4. APPROVAL OF CONSENT AGENDA Consent items have been distributed to committee members in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a committee member or at the request of a member of the public with concurrence of a committee member.

- 4.A [Illinois Well Facility Contract Change Order #2](#)
[Change Order #2](#)

5. CORRESPONDENCE AND CITIZEN COMMENTS ON NON-AGENDA ITEMS Time is set aside each meeting to allow citizens to address the Utility Advisory Committee on city utility issues that are not on the agenda. Please limit remarks to three minutes. The Committee will not take action when the issue is first raised, but may place the issue on a future agenda. Citizen comment on items on the agenda is also welcome. Please let the chair know you wish to speak and then wait to be recognized.

6. TELECOMMUNICATIONS UTILITY DISCUSSION ITEMS

- 6.A Telecommunications Issues and Updates
[UAC September 2022 - Telecom Issues & Updates updated.docx](#)

7. ELECTRIC, NATURAL GAS, WATER, WASTEWATER, STORMWATER UTILITY DISCUSSION ITEMS

- 7.A [Annual Natural Gas Safety Survey](#)
[2022 Analysis.pdf](#)
- 7.B [2023-2024 Stormwater Utility Rate Discussion](#)

8. INFORMATIONAL ITEMS

- 8.A [Digital Advertising Campaign](#)
[Ad Delivery Results Presentation.pdf](#)

[Overall City Webpage Results.pdf](#)

8.B Public Works & Utilities Issues and Updates

[UAC September 2022 Public Works & Utilities Issues Update.docx](#)

9. NEXT MEETING

9.A October 20th, 2022 at 3:30 pm

10. ADJOURNMENT



CITY OF ELLENSBURG

Utility Advisory Committee

Date of Meeting

July 21, 2022

Time of Meeting

3:30 PM

Place of Meeting

Council Chambers & remotely via Zoom

1. CALL TO ORDER

Chairperson Goodloe called the meeting to order at 3:30 pm.

2. ROLL CALL

Members present: Nancy Goodloe, Chair; Nancy Lillquist, City Council; Nate Sitton, City Utility Customer (Zoom); Scott Carlson, CWU (Zoom); Jim Goeben, Telecom Customer (Zoom).

Committee member Lillquist moved to excuse Ed Barry. **Motion approved. 4-0**

Also present: Ryan Lyyski, Public Works & Utilities Director; Kim Bowie, Operations Analyst; Darin Yusi, Gas Engineer; Buddy Stanavich, Power & Gas Manager; Ben Faubion, IT, Heidi Behrends Cerniwey, City Manager; Julie Coppock, Rate Analyst; Michelle Dufault, Operations Analyst; Paul Meyer, Senior Electrical Engineer; Nicole Klauss, Public Information Officer; Keith Bassett, Senior Financial Analyst; Jerica Pascoe, Finance Director.

Others present remotely via Zoom.

3. APPROVAL OF MINUTES

3.A. Approve minutes - June 16, 2022 regular meeting minutes

Committee member Lillquist moved to approve the minutes. **Motion approved. 4-0**

4. APPROVAL OF CONSENT AGENDA

Consent items have been distributed to committee members in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a committee member or at the request of a member of the public with concurrence of a committee member.

4.A. WWTF Roof and HVAC Replacement Project Acceptance

4.B. City Obligation for Kachess Dam Safety Modifications

Committee member Lillquist moved to approve the minutes. **Motion approved. 4-0**

5. CORRESPONDENCE AND CITIZEN COMMENTS ON NON-AGENDA ITEMS

Time is set aside each meeting to allow citizens to address the Utility Advisory Committee on city utility issues that are not on the agenda. Please limit remarks to three minutes. The Committee will not take action when the issue is first raised, but may place the issue on a future agenda. Citizen comment on items on the agenda is also welcome. Please let the chair know you wish to speak and then wait to be recognized.

5.A. M. Anderson Letter

5.B. M. Ludlum Letter

Sylvia Shriner made a public comment.

6. TELECOMMUNICATIONS UTILITY DISCUSSION ITEMS

6.A. Telecommunications Issues and Updates

Ben Faubion gave an update on telecommunications.

7. ELECTRIC, NATURAL GAS, WATER, WASTEWATER, STORMWATER UTILITY DISCUSSION ITEMS

7.A. Water, Wastewater, Electric, & Natural Gas Rate Study

Sergey Tarasov from FCS Group presented the Water, Wastewater, Electric, & Natural Gas rate study.

Committee member Lillquist moved to forward a favorable recommendation to Council on the proposed rate increases and phase-in strategy. **Motion approved. 4-0**

8. INFORMATIONAL ITEMS

8.A. Public Works & Utilities Issues and Updates

9. NEXT MEETING

9.A. August 18, 2022 at 3:30 pm

10. ADJOURNMENT

With no further discussion, the meeting adjourned at 5:15 pm.

Kim Bowie
Recording Secretary
Drafted: 7/25/2022
Approved:



AGENDA REPORT

Meeting Date: September 15, 2022

Agenda Subject: Illinois Well Facility Contract Change Order #2

Submitted by: Hunter Slyfield Public Works & Utilities

Recommended Action or Motion: Forward a favorable recommendation to Council to authorize the City Manager's Signature on Contract Change Order #2 for the Illinois Well Facility Project.

Background/Summary: As work progresses on the Illinois Well Facility project, additional work has been necessitated due to unforeseen conditions. These items have been captured in Contract Change Order #2 and require Council approval due to budget authority limitations.

Previous Council Action: At the December 16, 2021 Regular Council Meeting, Council awarded bid call 2021-13 to Pacific Civil & Infrastructure in the amount of \$3,822,988.59.

Analysis:

Original Contract Amount:
\$3,822,988.59

Current Contract Amount:
\$3,826,480.63

Change Order #2 Amount:
\$114,079.35

New Contract Amount:
\$3,940,559.98

The contract value will be increased by the amount of Change Order #2. All amounts include Washington State Sales Tax.

Financial Impact:

The contract value increase is within the amount budgeted for the project.

Attachments:

[Change Order #2](#)

**CITY OF ELLENSBURG
CONTRACT CHANGE ORDER**

September 8, 2022

AGREEMENT NO. 2

Project Title: Illinois Well Facility
Project No. 19-110
Bid Call: 2021-13
Contractor: Pacific Civil and Infrastructure Inc.

Proposed changes:

Schedule A: Illinois Well Facility

1. Pothole Sewer Main (Bid Item CO2-A1). Contractor hand excavated in the backyard adjacent to project site to find the sewer main point of connect. Location of the main was 8 feet from where it was shown on the plans. Contractor removed and reinstalled homeowner's fence.

Cost = \$1,300.90
Sales Tax (8.4%) = \$109.28
Total Cost = \$1,410.18

Additional working days = 1

2. Install Fractured Rock in Swale (Bid Item C02-A2). Contractor installed 2" clean fractured rock on the side slopes of the overflow swale to armor the sides.

Cost = \$2,300.54
Sales Tax (8.4%) = \$193.25
Total Cost = \$2,493.79

Additional working days = 1

3. Additional Structural Work (Bid Item C02-A3). Additional structural calculations were required by the supplier resulting in additional support members.

Cost = \$2,209.00
Sales Tax (8.4%) = \$185.56
Total Cost = \$2,394.56

Schedule B: Helena Avenue Water Main Extension

1. Water Main Trench Backfill Material (Bid Item C02-B1). Contractor encountered unsuitable material while excavating the water main trench from station 41+00 to 51+00. Import of material consisting of 2-1/2" ballast rock and select borrow was required to construct a suitable road base.

Cost = \$72,194.19
Sales Tax (8.4%) = \$6,064.31
Total Cost = \$78,258.50

Additional Working Days = 3

2. Additional Work for Water Service Connections (Bid Item C02-B2). Contractor encountered difficulty locating existing services due to the location and depth of the existing water main under the curb and gutter. This required extra work to access the main and entire new services were ran in lieu of cutting over the existing.

Cost = \$10,265.38
Sales Tax (8.4%) = \$862.29
Total Cost = \$11,127.67

Additional working days = 2

3. Expose Additional Water Main and Install 12" Valve (Bid Item C02-B3). The Contractor had to expose additional water main to the east of the tie-in point to upsize the connection to 12" and install a new 12" valve. This required reinstalling an existing valve in order to turn water on for the night and an extra days work to install the new 12" valve.

Cost = \$16,969.23
Sales Tax (8.4%) = \$1,425.42
Total Cost = \$18,394.65

Additional working days = 1

<u>Original Contract</u>	<u>Current Contract</u>	<u>Change Amount</u>	<u>New Contract Amount</u>
\$3,822,988.59	\$3,826,480.63	\$114,079.35	\$3,940,559.98

Signatures:

Contractor: _____ Date: _____

Project Engineer: _____ Date: _____

Public Works Director: _____ Date: _____

City Manager: _____ Date: _____

Ellensburg Utility Advisory Committee
Telecommunication Issues and Updates
September 15, 2022

- Completed Lincoln Elementary School fiber service connection
- Completed Gas shop fiber service Connection
- Awarded Grant from the Washington State Broadband Office to connect the Water Telemetry at Hayward Hill, City Wells, and Route 10 Well. This project will provide fiber for the city water telemetry system, middle mile fiber, and wireless through public private partnership to unserved and underserved customers near the City's wells in the thorp region. Once we receive a contract, we will bring that and more information back to share with the UAC and then Council for approval.
- Four new fiber quotes for service request have been completed
- Conducting coordination work with NoaNet for engineering and design for the Gateway project.
-



AGENDA REPORT

Meeting Date:	September 15, 2022
Agenda Subject:	Annual Natural Gas Safety Survey
Submitted by:	Darin Yusi Public Works & Utilities
Recommended Action or Motion:	Recommendation to Perform Survey In-House and use Public Awareness Funds not to Exceed \$1,000 for a Survey Incentives
Background/Summary:	The City Gas Division adopted the American Petroleum Institute (API) Recommended Practice (RP) 1162 in support of our natural gas safety Public Awareness Program. The full implementation of the Public Awareness Program was June 20, 2006. Each year, starting in 2007, the City Natural Gas Division conducts a phone survey to measure the effectiveness of the Public Awareness Program. This year's phone survey began on May 23, 2022 and concluded on June 23, 2022. The survey included 12 questions, and took about a three minutes to complete. Customers that did not want to be called were invited to contact the City to be removed from the call list. The phone survey is performed by Blue Otter Solutions, a strategic partner of the American Public Gas Association (APGA).
Previous Council Action:	None
Analysis:	The Public Awareness Program is a critical component of the City Gas Division's overall safety efforts. Management and staff are committed to providing a safe and reliable natural gas service to our customers and ensuring the safety of those living and/or working near our natural gas pipelines. The annual safety survey is important component of the Program, as it clearly shows the effectiveness of it. Staff analyzes the results of the survey every year to look for trends in the data and see if there is any indication that

program enhancements need to be made. This years survey is consistent with recent years, showing a mix of increased and decreased results (see attached survey for details). The overall results are very good and indicate that the Program is maintaining its effectiveness in getting safety information to the public. However, the percentage of responses is low and has been declining for several years. Staff has discussed the lack of response issue in previous years but has continued to stay the course and use the APGA's provided tool to meet the federal/state requirements.

At this time, staff would like to move away from the APGA's tool and begin performing the survey in-house. Staff is confident that more responses will be generated and that more accurate results will be the outcome. Performing the survey in-house will also be more cost-effective.

The past four years of survey costs paid to Blue Otter Solutions has been: 2019 - \$2,610, 2020 - \$3,000, 2021 - \$3,060, 2022 - \$3,060.

To successfully perform the survey in-house, staff would like to use a portion of those previously used funds to incentive the survey.

Staff asks that the UAC provide a verbal recommendation for staff to perform the Public Awareness Safety Survey in-house and use up to \$1,000 for survey incentives.

Financial Impact:

No financial impact.

Attachments:

[2022 Analysis.pdf](#)

Annual Natural Gas Safety Survey Report

#	Survey Question	10Yr Avg (2008 - 2017)	2021	2022
	Homes called for this survey.	7,986	9,000	9,000
	Respondents who completed the entire survey.	587	671	469
	Percentage of full response.	7.28%	5.88%	5.22%
1.	Respondents who have natural gas service at their home.	41.47%	51.42%	52.49%
2.	Respondents who know the gas company's name is City of Ellensburg.	47.97%	62.15%	59.34%
3.	Respondents who have heard or received information on natural gas safety from City of Ellensburg in the past 12 months.	29.75%	40.52%	42.00%
4.	Respondents who have received written natural gas safety information with a gas bill in the past 12-months.	28.58%	54.15%	57.80%
5.	Respondents who have read about natural gas safety information in local print ads or articles.	24.51%	55.63%	51.99%
6.	Respondents who have heard natural gas safety information through public service messages on a phone call, television or the radio.	24.04%	60.63%	57.45%
7.	Respondents who have read about natural gas safety information on the City of Ellensburg's website or social media.		19.55%	21.17%
8.	Respondents who think they would recognize a natural gas leak by being able to smell it.	76.30%	78.28%	81.27%
9.	Respondents who would leave the area and call 911 from a safe distance if they smelled gas anywhere.	95.55%	93.54%	90.69%
10.	Respondents who think they would recognize a natural gas leak by the hissing sound.	62.28%	56.39%	57.70%
11.	Respondents who would light a match if they smelled gas.	2.37%	3.53%	3.54%
12.	Respondents who have heard that they or an excavator company should call a center number prior to digging, to avoid accidentally hitting a natural gas pipeline.	91.64%	94.14%	94.24%

Attachment 1



AGENDA REPORT

Meeting Date:	September 15, 2022
Agenda Subject:	2023-2024 Stormwater Utility Rate Discussion
Submitted by:	Jon Morrow Public Works & Utilities
Recommended Action or Motion:	Forward favorable recommendation to City Council for adoption of ordinance with increased rate structure
Background/Summary:	The City owns it's own Stormwater Utility. As Council is aware, bonds were sold for the purposes of land acquisition and construction of bridge/levee system on Reecer Creek from Dolarway Road northerly to the Burlington Northern Railroad. A Stormwater rate increase is needed to meet the bond payment requirements as well as meeting bond parity requirements. Inflation has also created challenges in funding operations as well as capital projects. For instance construction cost for Gateway 1 project as well as the bridge/levee project on Reecer Creek doubled since the engineers estimate was concluded over two years ago.
Previous Council Action:	City Council approved a one dollar rate increase in 2019 and 2020 to keep up with operating cost. The sweeping and catch basin cleaning programs doubled in scope annually to comply with the Washington State Department of Ecology permit regulations.
Analysis:	Since the last increase in 2019-2020, the Utility bonded five million dollars to acquire 56 acres of floodplain, design, permit and construct a new bridge and levee off Dolarway. Also since that time the Utility was successful in obtaining almost nine million dollars in funding from Ecology to design, permit and construct both Gateway projects. Both have sizeable match requirements and Gateway 1 bid came in way over the granted amount from Ecology due to inflation. All three projects are much needed and will enhance this community for a lifetime.
Financial Impact:	At the current rate, the utility would be short in ending fund balance as well as meeting the needed 1.25 bond parity. In order to pay down the debt service obligation of the bond and

the other projects, a rate increase of 3 dollars per ERU would be needed for 2023 and a 1 dollar increase of 2024.



AGENDA REPORT

Meeting Date:	September 15, 2022
Agenda Subject:	Digital Advertising Campaign
Submitted by:	Darin Yusi Public Works & Utilities
Recommended Action or Motion:	Information Only
Background/Summary:	City Gas Division staff have been pursuing new ways to enhance their Public Awareness and Damage Prevention Program. Digital advertising is one avenue that was pursued during 2022 with the hope of reaching more customers, community members, and contractors through a more technology driven approach.
Previous Council Action:	n/a
Analysis:	See attached presentation's and analysis.
Financial Impact:	n/a
Attachments:	Ad Delivery Results Presentation.pdf Overall City Webpage Results.pdf



Delivery Report | April 2022



CAMPAIGN OBJECTIVES



Audience: Homeowners

Geo: Target zip code 98926 and Geofence City of Ellensburg, 501 N Anderson Street, Ellensburg, WA 98926

KPI/Conversions: Click Through Rate (CTR)



CAMPAIGN OVERVIEW

SUMMARY

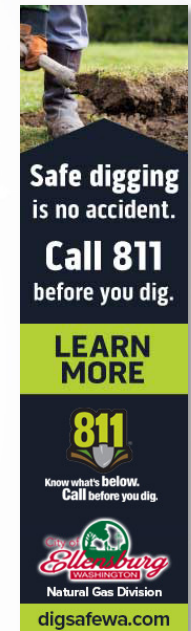
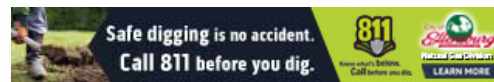
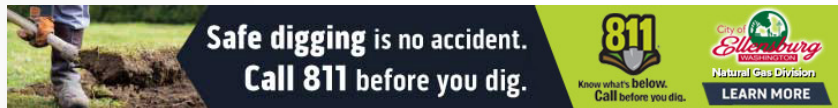
Ad Unit	Start Date	End Date	Impressions	Clicks	CTR %
Display	4/4/22	4/30/22	107,606	134	0.12%
Total			107,606	134	0.12%

TOP PERFORMING GEOFENCES

26	Impressions	Clicks
510 N Wenas St, Ellensburg, WA 98926, USA	22,252	27
103 E 4th Ave, Ellensburg, WA 98926, USA	9,699	24
2197 Vantage Hwy, Ellensburg, WA 98926, USA	8,338	10
80 Lyle Creek Ln, Ellensburg, WA 98926, USA	7,807	9
2391 Vantage Hwy, Ellensburg, WA 98926, USA	7,772	7
1170 Cowboy Ln, Ellensburg, WA 98926, USA	7,285	7
110 W 6th Ave, Ellensburg, WA 98926, USA	7,285	28
701 Wilson Creek Rd, Ellensburg, WA 98926, USA	6,968	5
603 W 5th Ave, Ellensburg, WA 98926, USA	3,037	2
1320 Canyon Road, Ellensburg, WA, USA	2,428	1

CREATIVE BREAKDOWN

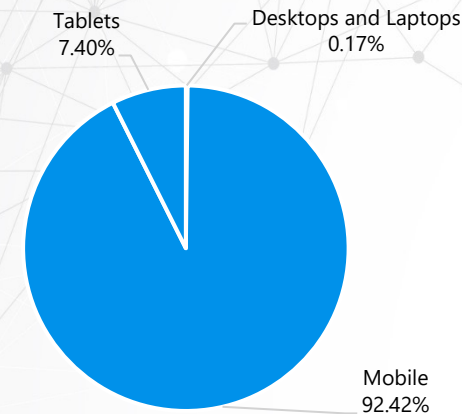
Creative Name	Ad Size	Imps	Clicks	CTR %
CityOfEllensburg_CallBeforeYouDig_320x50.jpg	320x50	75,155	85	0.11%
CityOfEllensburg_CallBeforeYouDig_300x250.jpg	300x250	28,527	52	0.18%
CityOfEllensburg_CallBeforeYouDig_728x90.jpg	728x90	86	3	3.49%
CityOfEllensburg_CallBeforeYouDig_300x600.jpg	300x600	15	2	13.33%
CityOfEllensburg_CallBeforeYouDig_160x600.jpg	160x600	14	0	0.00%
CityOfEllensburg_CallBeforeYouDig_320x480.jpg	320x480	1	0	0.00%
Total		103,798	142	0.14%



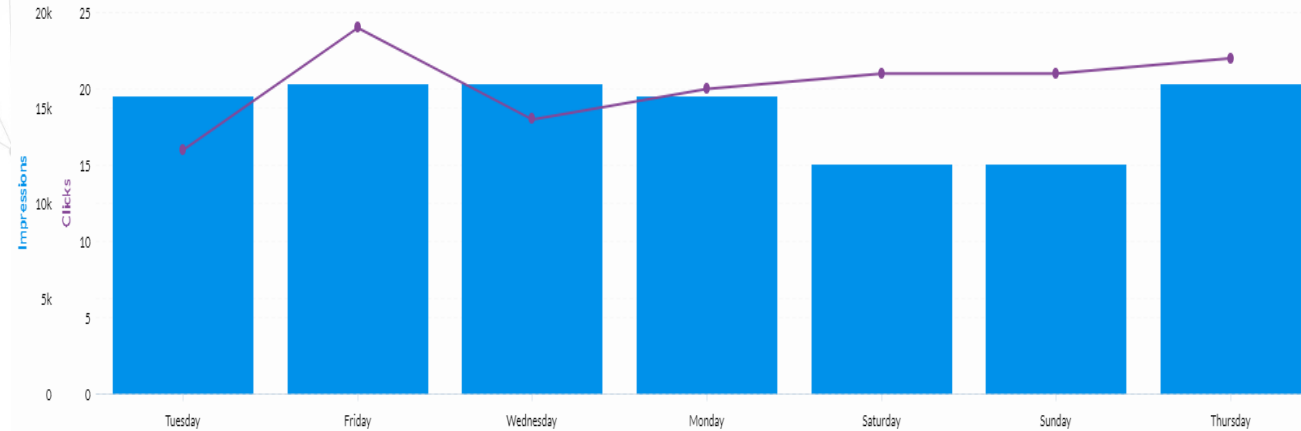
CAMPAIGN ANALYSIS



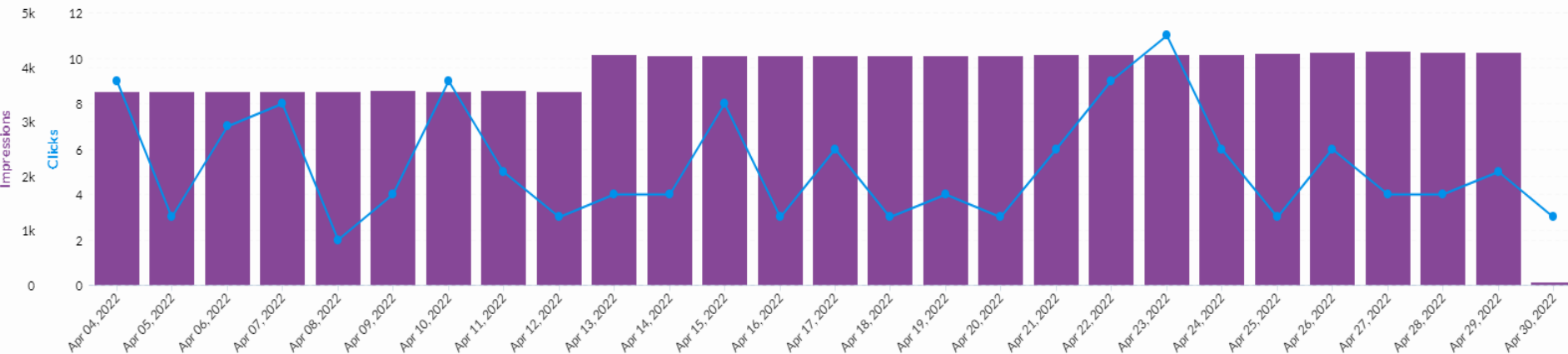
DEVICE BREAKDOWN



RESPONSE BY DAY



IMPRESSIONS & CLICKS BY DAY





Delivery Report | May 2022



CAMPAIGN OBJECTIVES



Audience: Homeowners

Geo: Geofence: 501 North Anderson Street, Ellensburg, WA 98926, USA

KPI/Conversions: Click Through Rate (CTR)



CAMPAIGN OVERVIEW

SUMMARY

Ad Unit	Start Date	End Date	Impressions	Clicks	CTR %	Industry CTR %	Post Views	Post Clicks	Conversions
Display	5/1/22	5/31/22	102,224	221	0.22%	0.12%	4	-	4
Total			102,224	221	0.22%	0.12%	4	-	4



CREATIVE BREAKDOWN

Creative Name	Ad Size	Imps	Clicks	CTR %
COE_SmellRottenEggs_320x50.jpg	320x50	45,764	88	0.19%
COE_SmellRottenEggs_300x250.jpg	300x250	29,367	61	0.21%
COE_SmellRottenEggs_728x90.jpg	728x90	23,302	50	0.21%
COE_SmellRottenEggs_160x600.jpg	160x600	3,674	15	0.41%
COE_SmellRottenEggs_320x480.jpg	320x480	117	7	5.98%
Total		102,224	221	0.22%

CAMPAIGN ANALYSIS



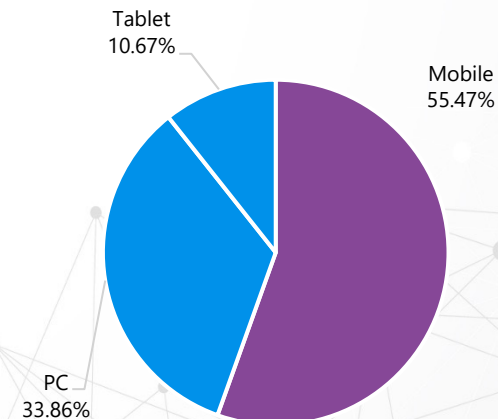
CREATIVE SNAPSHOT



LEADING DOMAINS

App/Network
mail.yahoo.com
mobi.ifunny
www.msn.com
com.peoplefun.wordcross
My Fitness Pal
www.yahoo.com
iFunny
kik.android
finance.yahoo.com
Weather Bug
www.foxnews.com
www.the-sun.com
weather.com
com.bricksbreaker
www.dailymail.co.uk

DEVICE BREAKDOWN





Delivery Report | June 2022



CAMPAIGN OBJECTIVES



Audience: Homeowners

Geo: Target: 98926; Geofence: 501 North Anderson Street, Ellensburg, WA 98926, USA

KPI/Conversions: Click Through Rate (CTR)



CAMPAIGN OVERVIEW

SUMMARY

Ad Unit	Start Date	End Date	Impressions	Clicks	CTR %	Industry CTR %
Display	6/1/22	6/30/22	116,404	142	0.12%	0.12%
Geo-Fencing 501 North Anderson Street			11,724	14	.12%	

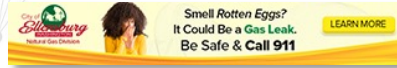
CREATIVE BREAKDOWN

Creative Name	Ad Size	Imps	Clicks	CTR %
COE_SmellRottenEggs_320x50.jpg	320x50	53,312	79	0.15%
COE_SmellRottenEggs_300x250.jpg	300x250	30,960	28	0.09%
COE_SmellRottenEggs_728x90.jpg	728x90	28,476	26	0.09%
COE_SmellRottenEggs_160x600.jpg	160x600	3,618	8	0.22%
COE_SmellRottenEggs_320x480.jpg	320x480	38	1	2.63%
Total		116,404	142	0.12%

CAMPAIGN ANALYSIS



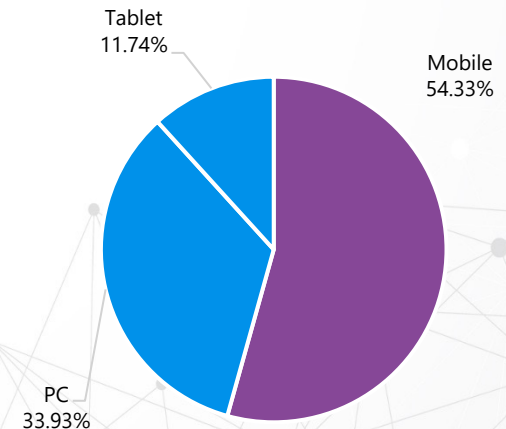
CREATIVE SNAPSHOT



LEADING DOMAINS

App/Network
www.msn.com
www.yahoo.com
mail.yahoo.com
www.foxnews.com
com.peoplefun.wordcross
finance.yahoo.com
com.dailymail.online
Weather Bug
com.dailymail.online
www.dailyrecordnews.com

DEVICE BREAKDOWN



Natural Gas Division Digital Advertising Campaign

City Webpage Analysis

The City Natural Gas Division became aware of ViaMedia through interactions within American Public Gas Association events. After discussing the possibility of enhancing our Public Awareness and Damage Prevention Program with ViaMedia, the Gas Division decided to take a leap and try out digital online advertising through a 4-month campaign.

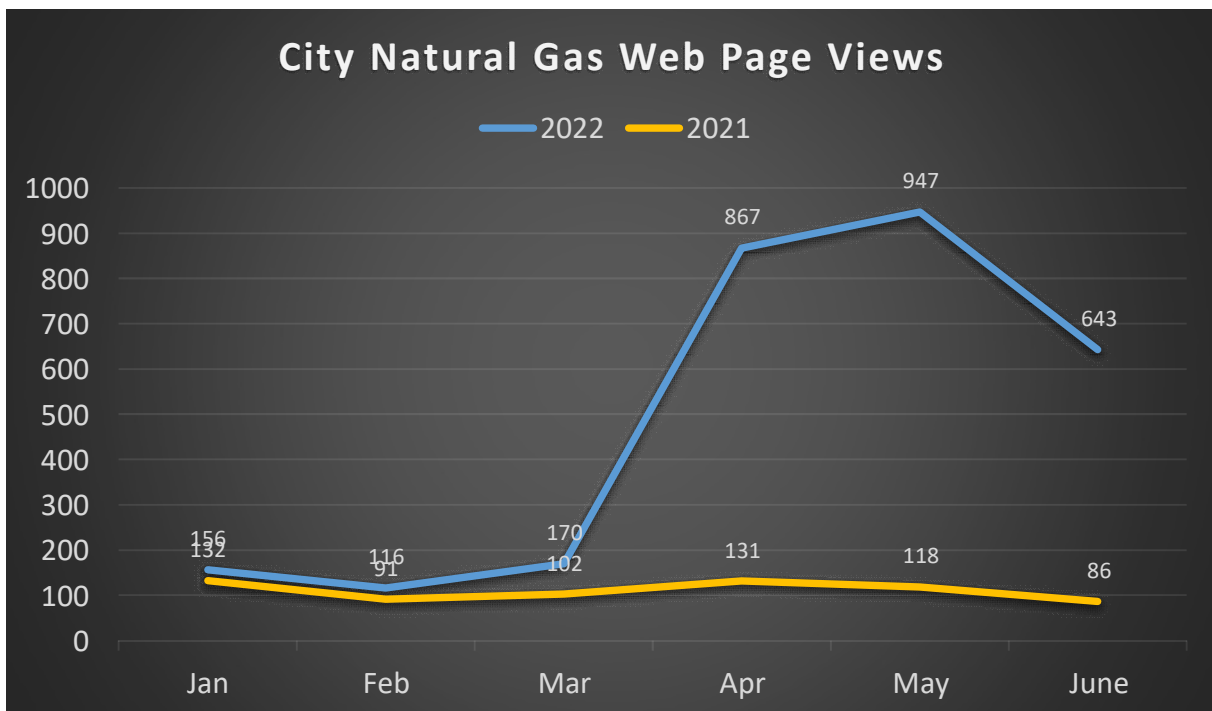
Staff proceeded to work with ViaMedia on advertisement designs and methods and determined the most cost-effective way to jump into the digital advertising world. ViaMedia's staff was clear, concise, and did a great job working with staff in this new method of reaching our customer and contractor base.

Public Awareness and Damage Prevention is an important part of what the City Gas Division does. Being creative can be difficult with most events, mailings, and advertisements already in place and seemingly working. However, with the decrease in responses and what seems like inconclusive results with the already discussed Annual Safety Survey, the Gas Division has been attempting to find new and innovative ways to reach our community. The program was one of those ways and proved to be much more effective than staff anticipated.

ViaMedia provided statistics based on the digital ads themselves, but staff has gone one step further and generated an analysis from the Google Analytics for the City of Ellensburg Gas Division webpage.

The campaign ran from April through July. April was advertised for 811 Call Before You Dig and the ads directed viewers to the Gas Divisions main webpage. May and June targeted Gas Safety and directed viewers to the Gas Divisions Safety webpage. July was geared toward City rebates and directed traffic to the City's Conservation and Rebates page (for both Electric and Gas rebates).

The following graph shows the difference between 2021 and 2022 Gas Division webpage traffic.



- Jan – Mar shows an average increase of traffic of 37%
- Apr – June shows an average increase of traffic of 636%

These results provide staff with the confidence to continue utilizing an annual digital advertising campaign and making it a permanent part of the Public Awareness and Damage Prevention Program. Staff also gained a new understanding and wealth of knowledge in the digital ad world and feels more than capable of working with ViaMedia and building on the success of this year's campaign.

Ellensburg Utility Advisory Committee
Public Works & Utilities Issues and Updates
September 15, 2022

Consent Items

Agenda Reports for items approved by the City Council since our last meeting are attached.

All Utilities

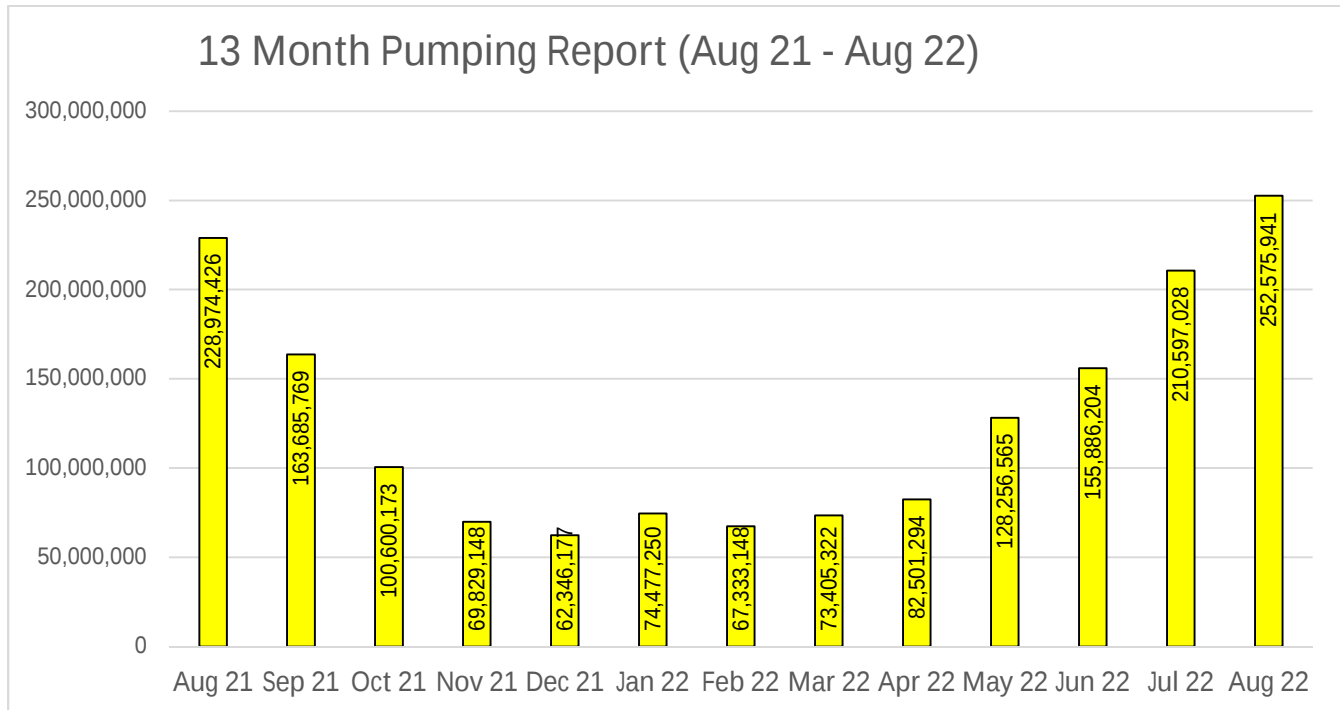
- The City of Ellensburg solicited interest from consulting firms with expertise in sustainability and climate action planning as well as municipal electric and natural gas utility experience to complete a “Sustainability and Energy Plan” project. The City received five submittals and conducted interviews with four consultants. The review team selected McKinstry and is moving forward in developing a contract proposal for consideration.
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Sewer

- Staff worked with Kennedy Jenks on August 23rd and 24th during the consultant’s planned site visits. These visits were a part of the process involved in updating the General Sewer Plan.
- Collections crews completed the pre-rodeo jet and flush lists before the event took place.
- Staff are working on the “Application for Coverage Under the General Permit for Biosolids Management”. This application is necessary for the City of Ellensburg Wastewater Treatment Facility to be able to store biosolids until they are hauled away for beneficial reuse by Natural Selection Farms.

Water

- Water pumped in the month of July of 2022 was 252,575,941. In July of 2021, the amount of water pumped 228,974,426 gallons.



- City crews were notified of an apparent surfacing water leak on Dry Creek Rd just west of Mt Stuart School. After excavation, a break was discovered on a 2" service nipple that was welded to the 24" water main. Crews had to shut off 12 valves, including a 24" valve to the west and two 18" valves on 10th Ave and Water St to try and isolate the section in need of repair. Despite all efforts, complete shut-off and draining of the 24" main was not achieved so a welded repair was not possible. Staff decided to make a temporary repair under these undesirable circumstances to get affected customers back into service. Those repairs were made, and water service was restored. Staff are considering several options aimed at completing a permanent repair soon.
- Staff are exploring the rehabilitation or replacement of the 24" valve that is referenced in the above bullet point, as well as the two 18" valves on 10th and Water St.
- Staff continue to work with Connetix engineering on the implementation of a cellular communication device for Airport Well #3.
- Phase 2 of the annual Leak Survey Program is scheduled to begin the week of September 12th.

Storm

- Gateway 1 will begin minor off street construction activities on August 29, 2022 and ramp up after Labor Day weekend. Construction is expected to last through 2022 with a possible winter shutdown, then pick back up in the late winter/spring of 2023.

- Gateway 2 is on a 6 month break from design until budgets can be passed and funds needed to design the road widening part of the project are available.
- The bridge and levee off Dolarway will begin construction in early September. The bid award to Hurst Construction is on the August 15 Council Agenda.
- An interlocal agreement has been drafted between the City and the Kittitas County Flood District to help reimburse costs associated with the project. It's slated to be on the August 15 Council agenda, but at the time of writing this the report the agreement hasn't entirely been worked out between the two parties, and it may appear on the September 6 agenda, TBD.

Electric

- Staff met with General Pacific and Tantalus to discuss the implementation of AMI metering. Staff provided system information to the vendor for a system analysis. A follow up meeting is scheduled for Aug. 24th.
- Staff completed the quarterly material forecast and has issued to material projections to the warehouse and other staff for material purchases.
- Staff will be advertising Bid Call 2022-18 for the purchase of distribution transformers. The bid is scheduled to be advertised on Sept. 13th to be opened on Sept. 29th.
- Staff has received preliminary drawings for review and approval of City purchased equipment for the Dolarway Substation. Equipment includes the Power Transformer, Circuit Breakers and the Circuit Switcher.
- Staff has completed the 3rd Quarter inventory and material forecasts, Staff will be advertising a bid for the purchase of distribution transformers.
- Engineering staff has held preconstruction meetings and begun duct and vault inspections for several large developments and construction projects. Including the Gateway, Foster Plat, Ellensburg Flats, Mallard Meadows and Heatherstone.
- Potelco is on property as needed and continues helping the City while the light crew is short staffed. They are focusing on customer driven work as well as maintenance work.
- City crews have been focusing on day-to-day operations as well as smaller maintenance and service jobs.
- Staff is working on the proposed 2023/2024 budget.

Gas

- Matt Douglas transferred to the Gas Customer Serviceperson position effective September 1, replacing Marcello Martinez who was recently promoted to Gas Foreperson. Matt started his career with the city as an Equipment Mechanic in December 2002. In November of 2015, he accepted a position as a Gas Technician and entered into the Gas Journeyman Apprenticeship. Matt successfully completed the Gas Journeyman Apprenticeship in July 2017 where he advanced to Gas Journeyman.
- Interviews and testing took place for the two Gas Technician vacancies. Three candidates applied and went through the interview and testing process. We are happy to announce that Greg Lovell and Brad Coffey were selected and will be starting in the Gas Division soon.
- Crews performed scheduled monthly maintenance tasks and installed new customer requested main and service lines. Crews finished annual regulator station maintenance and started annual leak surveys in August.
- Climate Commitment Act (CCA) – Staff continues engagement in Ecology's rulemaking process. Staff is preparing estimated cost models for compliance obligations.

- MESA Products Inc. finished the Walnut Street Rectifier & Deep Well Anodes – Relocation & Replacement project. The contractor started on June 6th and commissioned the new rectifier on June 16th. Project closeout is still in progress.
- Staff continues to review material inventory and projected needs in anticipation of supply chain issues.
- The City Gas Division is an American Public Gas Association (APGA) Safety Contest winner for the 2021 calendar year. Each year, utilities submit applications for the contest and winners are determined by the lowest number of recordable injuries per man hours worked. The City of Ellensburg Gas Division has now been a winner for 3 consecutive years. The APGA recognizes each winner with a certificate, announcement at the Annual Conference, and on APGA's social media platforms.
- Staff is working on the proposed 2023/2024 budget.
- Staff opened bids for residential gas meters and also for gas meter ERTs on September 7th. 1 bid was received for the residential meters and will go before council for award on September 19th. No bids were received for the gas meter ERTs. Per process, quotes were requested and 1 quote was received and will also go before council on the 19th.