

AGENDA UTILITY ADVISORY COMMITTEE May 16, 2024

Hybrid Meeting In-person and via Zoom



<https://us02web.zoom.us/j/85118148400>

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**CITY OF ELLENSBURG
UTILITY ADVISORY COMMITTEE AGENDA**

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Thursday, May 16, 2024
3:30 PM - Regular Meeting**

- 1. Call to Order and Roll Call of Members**
- 2. Approval of Agenda (No Public Comment)**
- 3. Approval of Minutes**
 - 3.A April 18, 2024 regular meeting minutes
- 4. Approval of Consent Agenda**
- 5. Correspondence and Citizen Comments on Non-Agenda Items**
- 6. Telecommunications Utility Discussion Items**
- 7. Electric, Natural Gas, Water, Wastewater, Stormwater Utility Discussion Items**
 - 7.A Water System Plan Update Final Draft
- 8. Staff Informational Items**
 - 8.A Public Works and Utilities Updates
- 9. Commission Representative Update**
- 10. Adjournment**



For more information on the Ellensburg Utility Advisory Committee, contact Operations Analyst, Kim Bowie, at 509-962-7124.

The Contents of this agenda have been photocopied on recycled paper.



CITY OF ELLENSBURG

Minutes of Utility Advisory Committee, Regular Meeting

Date of Meeting

April 18, 2024

Time of Meeting

3:30 PM

Place of Meeting

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom**

1. Call to Order and Roll Call of Members

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

Members present: Nancy Lillquist, City Council; Grant Craig, Utility Customer (Zoom); Bryan Clark, KITTCOM (Zoom). Jeff Bousson, CWU; Audrey Huerta, Utility Customer. Absent: Nancy Goodloe (unexcused).

Also present: Darin Yusi, Gas Engineer (Zoom); Kim Bowie, Operations Analyst; Buddy Stanavich, Energy Resource Manager; Nicole Baker, Sustainability & Energy Coordinator (Zoom); Jon Morrow, Stormwater Manager (Zoom); Darren Larsen; Assistant Utilities Director; Derek Mayo, Engineering Services Manager; Heidi Behrends-Cerniwey, City Manager; Michael Jenkins, Finance Officer (Zoom); Mike Helgeson, Assistant PW Director; Aaron Reiman, Assistant City Attorney; Chuck Doan, Building Official.

Three members of the public present remotely via Zoom.

2. Robert's Rules of Order Presentation

Assistant City Attorney, Aaron Reiman, gave an informational presentation on how to properly conduct a public meeting.

3. Approval of Agenda

Committee member Huerta moved to approve the agenda as presented. **Motion approved. 5-0**

4. Approval of Minutes

4.A March 28, 2024 regular meeting minutes

Committee member Lillquist moved to approve the regular meeting minutes.

Motion approved. 5-0

5. Approval of Consent Agenda

No consent items.

6. Correspondence and Citizen Comments on Non-Agenda Items

Committee member Lillquist acknowledged a letter received from Meghan Anderson.

7. Telecommunications Utility Discussion Items

No updates or discussion items.

8. Electric, Natural Gas, Water, Wastewater, Stormwater Utility Discussion Items

- 8.A Reduce Legacy and Non-Legacy CCA GHG Emissions Cap & Investment Adjustment

The Committee has asked staff to bring back more ideas and proposals.

9. Staff Informational Items

- 9.A Building Code Update

Building Official, Chuck Doan, shared the significant changes in the newly adopted 2021 International Building Code.

- 9.B 2024 Aquifer Level Report

Mike Helgeson shared a presentation on aquifer levels at each City well.

- 9.C 2024 Cured-In-Place Sewer Line Rehabilitation Project

Mike Helgeson informed the Committee that SAK Construction was the lowest responsible bidder for the 2024 sewer line rehabilitation project.

- 9.D Public Works and Utilities Updates

Due to time constraints full Public Works updates were not shared. The information is attached in the agenda.

10. Commission Representative Update

Chairperson Bousson stated that CWU is currently working to stay on track to meet future energy and building codes.

11. Adjournment

Meeting adjourned at 5:10 pm.



Meeting Date: May 16, 2024

**City of Ellensburg
Utility Advisory Committee Agenda Report**

Agenda Subject: Water System Plan Update Final Draft
Submitted by: Derek Mayo, Engineering Manager
Department: Public Works & Utilities

Suggested Motion/Action:

Provide a favorable recommendation to City Council to approve the City of Ellensburg's Water System Plan update.

Background/Summary:

The City of Ellensburg Public Works and Utilities Department is required to routinely complete updates to our Water System Plan (WSP), which was last updated in 2014. Staff has contracted with RH2 Engineering for the latest update of the WSP. Staff and RH2 have been working with the Washington State Dept. of Health (DOH) and the Washington State Dept. of Ecology (DOE) to address their comments on the previous drafts of the WSP, and we are now ready to take the final draft to UAC and then to Council for approval of the plan. The full final draft of the WSP can be viewed at the following link (copy and paste into your browser) or a hard copy is available at the City of Ellensburg Public Works Counter:
https://g3coe-my.sharepoint.com/:b:/r/personal/mayod_ci_ellensburg_wa_us/Documents/Water%20System%20Plan%20Final%20Draft/ELL%20WSP_Final_2024-04.pdf?e=4%3Affa09f3e7a9e40aaba7711e93a8b723a&web=1&sharingv2=true&fromShare=true&CT=1715031707634&OR=Outlook-Body&CID=7AEF83D5-CEAD-471C-8BD7-B2A429FEAAB2&wdLOR=cBFDfE666-CF43-4846-BE8E-EBBDCAD5FEC0

Previous Council Action:

- Council awarded an agreement with RH2 Engineering to complete the WSP update on Sept. 16, 2019
- Staff and RH2 provide an informational update to UAC on July 15, 2021

Analysis:

As apart of the Water System Plan update, RH2 Engineering has completed an extensive review of our current plan, as well as forecasting future conditions in the year 2030. This analysis includes review of our water rights, source capacity, water consumption, forecasted growth, non-revenue water (water loss), fire flow analysis, water storage requirements, and many other factors. These forecasts, where then modeled to determine future needed capacity and system improvements and create a Proposed Improvements Implementation Schedule needed within the next 10 years.

Financial Impact:

No Fiscal Impact.

Budget Adjustment: No

Attachments:

None

Public Works & Utilities Monthly Report

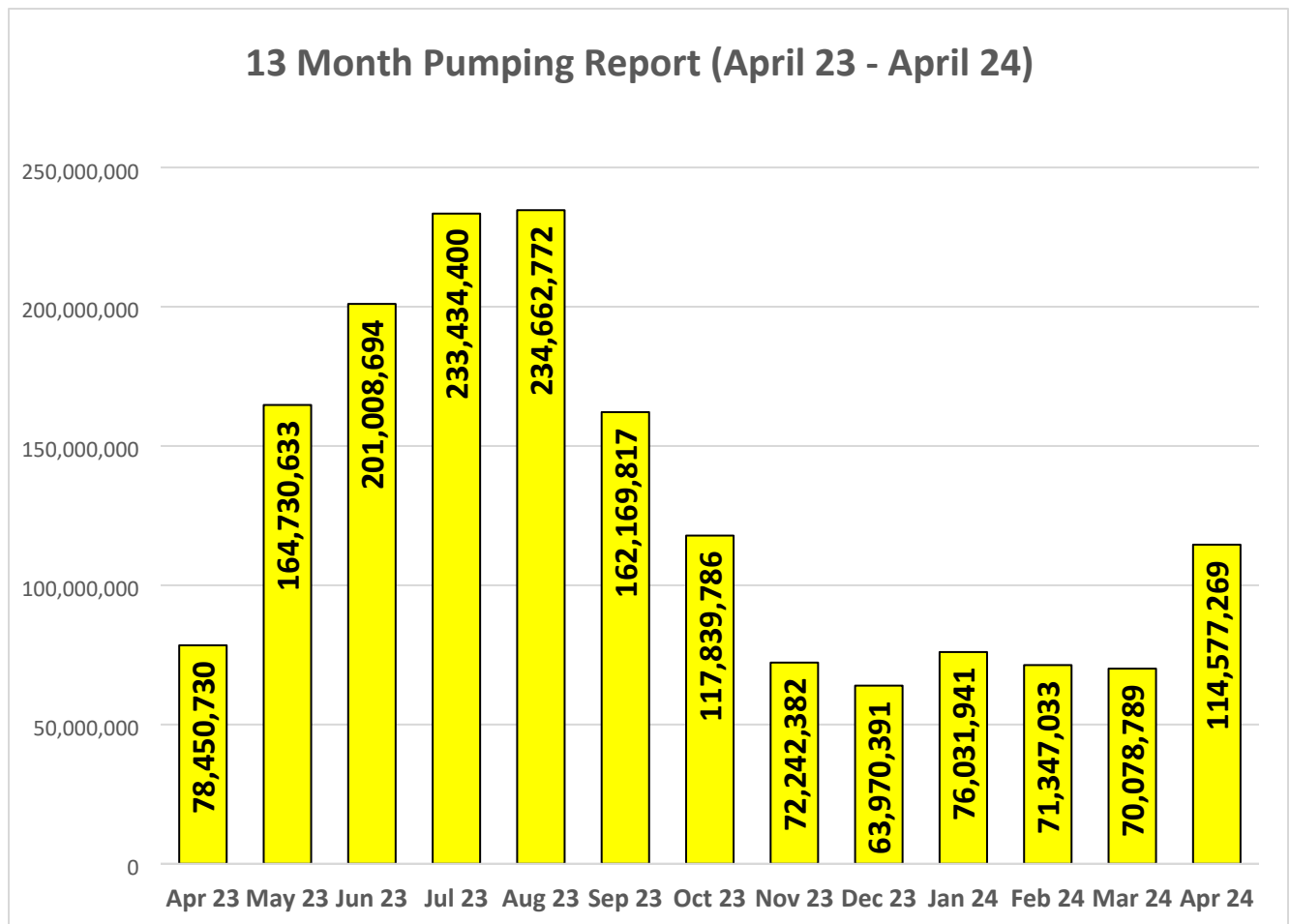
May 2024

Sewer:

- The collections crew has been actively collecting GPS data at manholes throughout the sewer system whenever they have the time to do so. They have currently completed around 70% of the elevations that were requested for the modeling of the system. Student temp employees will be hired this summer to collect data on the rest of the sewer system.
- Operation staff had to replace a failed UV module at the WWTF and are checking to see if the module can be repaired or needs to be replaced.
- A pre-construction meeting has been scheduled at the end of May with SAK Construction to kick off the 2024 Cured-In-Place Project.

Water:

- Phase 1 of the 2024 leak survey was completed with 9 leaks discovered, ranging from one gallon per minute to 20 gallons per minute. Utility locates are being called in and repair of these leaks are being scheduled.
- A contractor was hired to provide a video inspection of Memorial Well. The video will be analyzed by staff and a consultant so a decision can be made regarding cleaning or rehabilitation of the well.
- New water services are still being requested and installed at a very high rate, especially in new developments.
- Crews performed a sanitary inspection of the Airport reservoir roof and exterior to verify that all hatches were completely closed, and all openings are properly screened. These inspections are routinely performed at reservoirs and well houses.
- Water pumped during April of 2024 was 114,577,269 gallons. The amount of water pumped in April of 2023 was 78,450,730 gallons.



Stormwater and Street Trees:

- Staff recently submitted an eight-million-dollar acquisition grant to the Ecology's Floodplains by Design program. If funded the city would acquire approximately 62 acres between two private property owners west of Gateway up to Dry Creek Road. If funded the city could build a new park and extend the gateway trail up to the Cascade Palouse. Fisheries/flood district and the Tribe are interested in the acquisition for stream and floodplain enhancement.
- Staff is closing out the Gateway 1 project with the funding agency.
- Gateway 2 is moving forward again, and staff will be reaching out to Fisheries and TCX Development, Inc.
- Staff and Plateau Archeological services received a letter from DAHP giving the City the go ahead to apply for a permit with DAHP, and eventually (soon) go out to bid for the levee construction off Dolarway.
- Staff is anticipating the new NPDES stormwater permit will be out for review mid July, and effective on August 1, 2024. Staff will review the permit, then address the Sustainability program and various other departments to outline the next five years in a roadmap.

Electric:

- Staff continues refining the Statement of Project Objectives with the Department of Energy on the grant for additional solar capacity, upgrades to the Renewable Energy Park and Smart Grid Modernization. This project is still expected to be funded mid 2024 for design.

- Ongoing - Staff is working with CWU and their consultant on their decarbonization project. This project will significantly increase their electrical demand over the next 15 years requiring major electrical utility capital improvements.
- Ongoing (+/- Six Month timeline) Staff has requested a Line and Load Interconnection Feasibility Study with BPA to determine their transmission capacity for a future substation.
- The City Light utility was temporally serving Anderson Hay (PUD Customer) due to a dig-up of the PUD's underground system. The PUD completed repairs and Anderson Hay has been returned to PUD service.
- The City's BPA and Dolarway substations were temporarily de-energized to allow BPA to perform maintenance on their system. The City's BPA substation remains de-energized while repairs for a nitrogen leak are completed.
- Uribe's Tree Service completed their tree trimming contract the fourth week of April 2024.
- Temporary Lineman, Kash Sansaver has accepted an offer of full time Lineman. He will start in his full-time position on June 1st.
- Crews have been busy with projects requiring a full line crew. Crews continue to work on day-to-day customer service and critical work such as services, street-light maintenance, traffic signal maintenance, outages, connect/disconnects and locates.
- Staff has published Bid 2024-14 Distribution Transformers; bids are due May 30th.
- Staff has published Bid 2024-16 Tree Trimming Contract Utility Electrical Distribution System; bids are due June 6th.

Gas:

- City Council approved the acceptance of a \$4,167,455 award for the State Home Electrification and Appliance Rebates (HEAR) Program. Climate Commitment Act funds are administered through the Washington State Department of Commerce. The program would provide rebates and incentives for heat pumps, heat pump water heaters, induction stoves, heat pump clothes dryers, and electric service upgrades for new high-efficiency equipment for low-income households.
- The Natural Gas Division safety survey to measure the effectiveness of its Public Awareness Program will run from May 1 – August 11, 2024.
- Crews continue working on OQ hands-on and on-line training sessions.
- Crews continue with the annual atmospheric corrosion survey. Crews have been performing valve box maintenance, residential meter change-outs, and other customer driven work.
- The upgraded telemetry system has been installed. It was completed at the end of April.
- Staff is coordinating and scheduling annual training requirements for staff and crew. Crews completed Asbestos O&M Refresher training on May 9th. Our Gas Meterman and Apprentices attended the Western Gas Measurement Short Course at the end of April.
- Staff continues to review material inventory and projected needs in anticipation of supply chain issues. Timely material acquisition continues to be an issue.
- Granite Service Line and System Loop project is still under design review and permitting.

To: City of Ellensburg -Special Announcements and Recognitions:

Kash Sansaver, Temporary Lineman, has accepted a position as a full-time Lineman, effective June 1st. We are pleased to have him join our Light Crew and City. Welcome Kash!