

AGENDA UTILITY ADVISORY COMMITTEE February 20, 2025

Hybrid Meeting In-person and via Zoom



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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, February 20, 2025
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 Jan 16 UAC regular meeting minutes
- 4. Approval of Consent Agenda**
- 5. Correspondence and Citizen Comments on Non-Agenda Items**
 - 5.A Meghan Anderson - Public Comment
- 6. Telecommunications Utility Discussion Items**
- 7. Electric, Natural Gas, Water, Wastewater, Stormwater Utility Discussion Items**
 - 7.A Update of Public Works Permitting Fees in the Public Works Development Standards
- 8. Staff Informational Items**
 - 8.A Future Committee Role Discussion and Reorganization
 - 8.B City of Ellensburg Decarbonization Planning Grant
 - 8.C 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

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Utility Advisory Committee, Regular Meeting

January 16, 2025

3:30 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call of Members

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

Vice Chairperson Lillquist introduced Delano Palmer who is the new council liaison, replacing Nancy Goodloe.

Members present: Nancy Lillquist, City Council; Delano Palmer, City Council; Bryan Clark, KITTCOM (Zoom); Audrey Huerta, Utility Customer; Grant Craig, Utility Customer (Zoom).

Committee member Huerta moved to approve Jeff Bousson's excused absence. **Motion approved. 5-0**

Also present: Darin Yusi, Gas Engineer; Kim Bowie, Operations Analyst; Buddy Stanavich, Energy Resource Manager; Nicole Baker, Sustainability & Energy Coordinator (Zoom); John Mooers, Rate Analyst (Zoom); Ryan Lyyski, Public Works & Utilities Director; Heidi Behrends-Cerniwey, City Manager; Derek Mayo, Engineering Services Manager; Jon Morrow, Stormwater Manager; Paul Meyer, Senior Electrical Engineer; Mike Helgeson; Assistant Public Works Director.

2. Elect Chairperson & Vice Chairperson

Committee member Palmer moved to elect Jeff Bousson as Chair and Nancy Lillquist as Vice Chair. **Motion approved. 5-0**

3. Approval of Agenda

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

4. Approval of Minutes

4.A Nov 21 UAC regular meeting minutes

Committee member Palmer moved to approve the regular meeting minutes.

Motion approved. 5-0

5. Approval of Consent Agenda

- 5.A 2024 Cured in Place Sewer Line Rehabilitation Project Acceptance
- 5.B Consultant Agreement Amendment #3 with Kennedy/Jenks Consultants, Inc. for the City General Sewer System Plan Update and Aeration Basin Evaluation.

Committee member Huerta moved to approve the consent agenda. **Motion approved. 4-0**

6. Correspondence and Citizen Comments on Non-Agenda Items

No public comment.

7. Telecommunications Utility Discussion Items

No telecommunication items.

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

- 8.A Water and Sewer Connection Charge Waiver Ordinance

Committee member Palmer move to forward a favorable recommendation to City Council for the water and sewer connection charge waiver ordinance as proposed. **Motion approved. 4-0**

9. Staff Informational Items

- 9.A Public Works and Utilities Updates
Staff shared Public Works updates.

10. Commission Representative Update

No updates.

11. Adjournment

Meeting adjourned at 4:26 pm.

January 31, 2025

Greetings Council and Utility Advisory Committee:

Council will discuss updates to the proposed Fieldhouse this Monday, February 3.

I would like to add a direction that the Fieldhouse use only electric energy in their building.

Whatever state building codes require, I believe the City can require all-electric energy for the building, in helping them abide by and reach their decarbonization goals for the utility and the city.

Early energy planning allows consideration for budget and design.

Thank you for the opportunity to submit this comment,

Meghan Anderson

Ellensburg, WA

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cwclimatenews@gmail.com



Meeting Date: February 20, 2025

City of Ellensburg

Utility Advisory Committee Agenda Report

Agenda Subject: Update of Public Works Permitting Fees in the Public Works Development Standards

Submitted by: Derek Mayo, Engineering Manager

Department: Public Works & Utilities

Suggested Motion/Action:

Provide a favorable recommendation to Council and Staff to proceed with an Administrative Hearing to update the Permitting Chapter of the Public Works Development Standards and to update Ellensburg City Code Section 9.92.300 and 9.92.400.

Background/Summary:

The Public Works Development Standards were originally created and adopted by Council back in 2006. They have proven to be an extremely valuable tool for City Inspectors and contractors alike, and have led to more consistent construction standards and practices in the City of Ellensburg. There have been a few updates to the standards since the original adoption, but staff felt a full review and update was necessary. In particular, the permit fees for Public Works, Water, and Sewer permits were last updated in 2006 and are not recovering actual current costs. Some of the permit fees are also still included (duplicated) in Title 9 of the ECC.

Previous Council Action:

The Public Works Development Standards were adopted by Ordinance in 2006 (Ord. 4462).

Analysis:

Staff have worked with developers, contractors, and city crews to do a thorough review and update of all of the chapters. A significant number of minor changes and updates are proposed for all chapters, with more global changes to the permitting chapter. As previously stated, the permit fees were included with the original version of the Public Works Development Standards, which were adopted in 2006. The fees have not been updated since the original adoption of the standards and are long overdue to be updated to reflect current costs associated with plan review, inspection, and material (water meter) costs. Staff is finalizing the proposed changes and will email them to UAC members prior to the Feb. 20th scheduled meeting. In addition, there are duplications of some of the permit fees in the standards and Title 9 of the Ellensburg City Code. Eventual approval of the permitting fees in the standards will require a corresponding update to Title 9. Staff would propose that the duplicating fees would be eliminated from the code and reside only in the permitting chapter of the Development Standards. This would eliminate the need for duplicating updates and

the fees in both the standards and code.

Financial Impact:

The majority of the permit fees have increased commensurate to current staff costs associated with the permit fees. The increased fees will increase revenue equivalent to staff expenditures of each fee.

Budget Adjustment: No

Attachments:

None



Meeting Date: February 20, 2025

City of Ellensburg

Utility Advisory Committee Agenda Report

Agenda Subject: City of Ellensburg Decarbonization Planning Grant
Submitted by: Buddy Stanavich , Energy Resources Manager
Department: Public Works & Utilities

Suggested Motion/Action:
None - Information only

Background/Summary:
The 2023-2025 State Biennial Operating Budget included \$750,000 in the form of a grant from the Washington State Department of Commerce for the City of Ellensburg.

Previous Council Action:
None

Analysis:
2023-2025 State Biennial Budget, Operating Budget, Section 132. For the Department of Commerce - Energy & Innovation, Proviso Language states:
\$750,000 of the climate commitment account—state appropriation is provided solely for a grant to the City of Ellensburg for decarbonization planning and implementation. The funding must be used by City for staff or contractors to develop and implement strategies to comply with the requirements of the Climate Commitment Act and decarbonize their natural gas utility. Funds provided in this subsection may not be expended or obligated prior to January 1, 2025. If Initiative Measure No. 2117 is approved in the general election, this submission is null and void upon the effective date of the measure.

Financial Impact:
This grant provides \$750,000 in grant funds. There is no match required for this grant.

Budget Adjustment: Yes

Attachments:
None

Public Works & Utilities Monthly Report

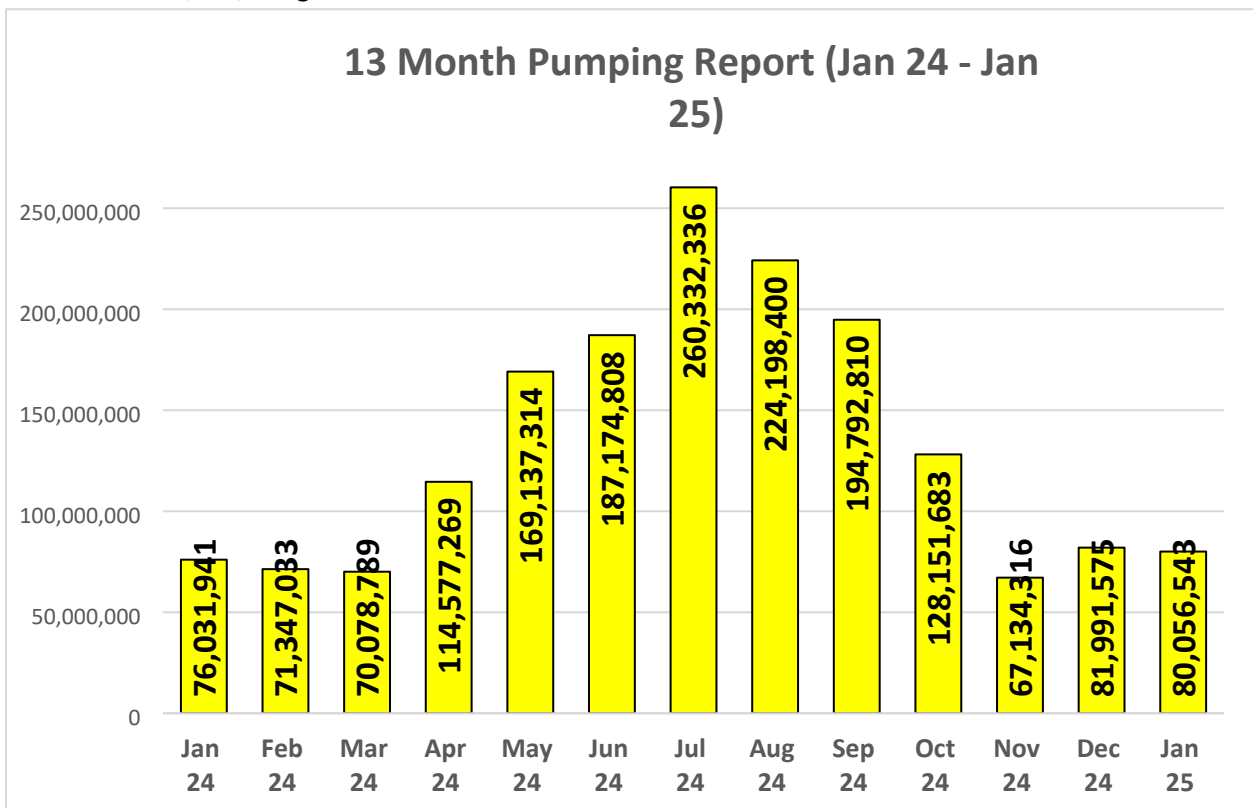
Feb 2025

Sewer:

- Staff and crews are working with the consultant to gather more data for the collections system modeling portion of the General Sewer Plan update.
- Crews have been performing video inspections and mapping of sewer mains in the collection system.
- Staff performed video inspections of a storm drain for the Ellensburg School District to help them identify an issue that they were having.
- Operators met with a company that supplies polymer. They had a representative come here and test the Waste Activated Sludge and has recommended a product that performs faster with no increase in price, resulting in less product used for a saving. We will be ordering and trying this polymer when our current stock runs out in March.

Water:

- Testing of the booster pump station for the Craigs Hill Pressure Zone project began on February 11. Coordination of vendor representatives has pushed activation of the pressure zone to February 18.
- Crews responded to several surfacing water main and service line breaks over the last several weeks.
- Crews continue to install new water services and meters at a steady rate. There hasn't been much of a slowdown in development this winter season.
- Water pumped during January of 2025 was 80,056,543 gallons. The amount of water pumped in January of 2024 was 76,031,941 gallons.



Stormwater and Street Trees:

- Staff has reached the 75% mark of the FCAAP project and anticipates being finished before June. The next phase will analyze the modeling that was done on the city's storm system and compare that data with the County flood maps. Recommendations to alter, update or change the city's flood maps could be forthcoming.
- The levee and flood swales off Dolarway could go out to bid in the next several months. A bid package is being put together by the consultant for engineering staff review.
- Gateway 2 is back on hold. Ecology staff are weighing options regarding the fish screen. Although the fish screen is not part of the project and does benefit the project, they're concerned that because it aids the project, permitting through Army Corps and cultural resources. We should have an answer by the end of January regarding their findings.
- Staff is actively writing the stormwater management plan and annual report, which is due March 31.
- Staff will be presenting the new storm permit to the city manager and directors on February 19th and 20th in the Council Chambers.

Electric:

- Ongoing work 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 now expected to be funded in 2025.
- Staff (Dan D. Tyler C.) attended NWPPA Regulator Training School
- Staff is continuing to meet with representatives of Winco Foods to discuss the electrical load requirements of their new distribution facility. A bi-weekly meeting has been scheduled with the City and Winco to review and discuss construction schedules, electrical loads and electrical rates.
- The completion of the 2024 Electrical System Plan has been delayed as the consultant completes the require scope items. Presentations to the UAC and City Council are scheduled for March.
- Crews have been busy performing customer driven work.
- Jordan Smith, the new Project Engineer started January 16th.
- Norm Hedden, Temporary Journey Lineworker, will start February 16, 2025.
- Potelco is scheduled to complete the PSE cutovers on Vantage Hwy by the end of March 2025.
- Riverline has been on-site performing maintenance work in February.
- Staff is working with Zipley Fiber and also Lightwave to install fiber throughout the city.
- IBEW Contract Negotiations are ongoing.

Gas:

- The Natural Gas Division safety survey to measure the effectiveness of its Public Awareness Program ran from May 1 until October 5, 2024. Results will be presented at a future UAC meeting.
- Staff advertised for an RFP for our Natural Gas System Corrosion Control Evaluation & Survey. Five consultants submitted qualifications and Norton Corrosion Limited was selected. Negotiations for a scope of work and contract are in progress.
- Crews finished annual welding re-qualifications and PE fusion re-qualifications. Crews are performing commercial meter maintenance and residential meter change outs.
- Crews completed annual respirator and SCBA fit tests and training.
- Staff is working on internal end-of-year reports as well as required annual reports to be submitted to PHMSA and the UTC.
- Granite Service Line and System Loop project is still under design review and permitting.
- The Gas Mainfitter Apprenticeship Program is scheduled for an L&I Compliance Review on February 24th.

- Staff made two recent natural gas purchase commitments to Shell Energy North America. The first purchase commitment is for 500 MMBtus per day from the Wyoming Pool, starting November 1, 2025, ending March 31, 2026, at \$5.200/MMBtu. The second purchase commitment is for 500 MMBtus per day from the Sumas Pool, starting November 1, 2025, ending March 31, 2026, at \$5.900/MMBtu. Total purchase commitment of 151,000 MMBtus, for a total cost of \$838,050.