



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, FEBRUARY 8, 2023
5:30 PM
COUNCIL CHAMBERS CONFERENCE ROOM & ZOOM MEETING

UTILITY ADVISORY COMMITTEE

FEBRUARY 8, 2023

COUNCIL CHAMBERS CONFERENCE ROOM & ZOOM MEETING
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WA 98110

PLEASE CLICK LINK BELOW TO JOIN WEBINAR:

<https://bainbridgewa.zoom.us/j/85322271874>

TELEPHONE: 1 253 205 0468 — WEBINAR ID: 853 2227 1874

AGENDA

1. CALL TO ORDER / ROLL CALL / ACCEPT OR MODIFY AGENDA / CONFLICT OF INTEREST DISCLOSURE
5:30 PM
2. APPROVAL OF JANUARY 11, 2023 MEETING MINUTES – 5 MIN
3. OVERVIEW AND DISCUSSION OF THE WATER AND SEWER UTILITY RATE STUDY DRAFT RECOMMENDATIONS – 60 MIN
4. PUBLIC WORKS UPDATE – 10 MIN
5. 2023 COMMITTEE WORK PLAN – 5 MIN
6. NEXT MEETING AGENDA – 5 MIN
7. ADJOURNMENT

City of Bainbridge Island Utility Advisory Committee

Regular Meeting January 11, 2023 Minutes

Meeting was called to order by Co-Chair Ted Jones at 5:30 p.m.

Members Present/Absent.

Present – Charles Averill, Ted Jones, Andy Maron, Martin Pastucha (at 5:40)

Absent – Svend Brandt-Ericksen, Sheina Hughes, Susan Hume

Also Present: Chris Wierzbicki – COBI Public Works Director

Paul Nylund – COBI Engineering Manager

Stella Collier – Stormwater Management Program Coordinator

#2 Overview of Stormwater System Plan

Paul Nylund and Stellar Collier gave a one hour briefing about the background and status of COBI's in-process Stormwater Management Plan (SMP). They summarized the background of COBI's involvement with stormwater management, advised about the hiring of Herrera Environmental Consultants to assist with the preparation of the SMP, explained the 6 objectives of the SMP, discussed the 10 tasks that make up the scope of the SMP, and provided examples of the documentation prepared so far.

The timing is for the draft SMP to be completed within a few months, and then to bring it to UAC for review and comment.

#3 Public Works Update

Chris W. listed the major projects for the water, wastewater, and stormwater utilities this year, and suggested that the UAC would likely be asked to be consulted about the following:

Water System

- a) Rate study
- b) Winslow water tank and fire flow improvements
- c) Ferncliff line extension
- d) Coordination with Winslow Subarea Plan
- e) Water System Business Plan

Sewer System

- a) Utility Rate study
- b) WWTP upgrade
- c) Sewer District 7 Interlocal Agreement (ILA)
- d) Wastewater Beneficial Reuse
- e) Fat, Grease and Oil (FOG) ordinance
- f) Coordination with Winslow Subarea Plan

Storm water System

- a) Storm Water System Plan
- b) Ground Water Management Plan

#4 UAC 2023 Work Plan

The members reviewed the draft 2022 Report and 2023 Work Plan provided by Ted. The members decided to revise the draft plan to include the above items suggested by Chris W., and to provide another draft for review at the Feb. 8 UAC meeting. The goal is to present the 2023 Work Plan to the City Council at its meeting on February 14.

#3a. Additional Topics

Ted discussed involvement by UAC members with other members of COBI advisory committees. He has been working with at least one member of the Climate Change Committee regarding questions for PSE (including an undergrounding program), and he and Andy M. have participated with members of ETAC regarding the now-on-hold Ground Water Management Plan.

Ted also prepared a draft chart about how COBI advisory committees and staff have areas of responsibility and expertise that overlap each other.

Chris W. advised that the draft water/sewer rate study is expected to be available at the end of the month, in time for review by the UAC at its Feb. 8 meeting. His goal is to present to the City Council in mid-March.

Meeting adjourned at 7:20 p.m.

MEMORANDUM

To: COBI City Council
From: COBI Utility Advisory Committee
Date: February 8, 2023
Subject: **REPORT OF 2022 UAC ACTIVITIES AND PROPOSED 2023 WORK PLAN**

Summary of 2022 Activities

- A. Larger work
 - 1. Winslow water tank replacement – design options and cost estimates
 - 2. Ferncliff/Casey water line extension
 - 3. Sewer replacement projects at Sunday Cove, Lower Lovell, Wood, and Wing Point
 - 4. Utilities Capital Improvement Plan (CIP) review
 - 5. Sewer and Water Rate Study – usage rates and System Participation Fee (SPF)
- B. Other discussions (ordered chronologically)
 - 1. Wastewater Treatment Plan (WWTP)
 - a) Capacity and Capability upgrades
 - b) Reliability upgrades
 - 2. Wastewater Beneficial Reuse Study
 - 3. Stormwater System Plan
 - 4. Little Manzanita Watershed Assessment
 - 5. South Island Sewer Capacity and Sewer District Seven
 - 6. Waste Management Study (current Bainbridge Disposal operation)
 - 7. Electrical Utility (Puget Sound Energy)
 - a) Substation rezones
 - b) Code amendments for critical corridors
 - c) “Winslow Tap” upgrade project
 - d) “Missing Link” transmission line project between Murden Cove and Winslow substations
 - e) COBI-PSE Franchise and Agreements
 - 8. COBI Ground Water Management Plan (GWMP)
- C. Actions
 - 1. Conducted tour of COBI water, sewer and stormwater facilities for new Council members, City Manager, and other staff

2023 Proposed Work Plan

A. Recurring / Continuing Efforts

1. Water System
 - a) Rate study (concluding first quarter)
 - b) Winslow water tank and fire flow improvements
 - c) Ferncliff line extension
 - d) Coordination with Winslow Subarea Plan
 - e) Water System Business Plan
2. Sewer System
 - a) Utility Rate study
 - b) WWTP upgrade
 - c) Sewer District 7 Interlocal Agreement (ILA)
 - d) Wastewater Beneficial Reuse
 - e) Fat, Grease and Oil (FOG) ordinance
 - f) Coordination with Winslow Subarea Plan
3. Storm Water System
 - a) Storm Water System Plan
 - b) Ground Water Management Plan
4. Utility CIP review
5. Begin work on update of Utilities Element of Comprehensive Plan
6. Continue subcommittee consultations with other COBI committees.
 - a) ETAC and CCAC on Ground Water Management Plan
 - b) CCAC on PSE franchise

B. Emergent Issues

1. Respond to inquiries and requests from citizens, COBI staff and Council.

Approved by UAC on 8 February 2023

Andy Maron
Susan Hume
Svend Brant-Erichsen
Charles Averill, Co-Chair
Sheina Hughes
Martin Pastucha
Ted Jones, Co-Chair