

APPENDIX M

WATER USE EFFICIENCY



**Public Works Committee
October 20, 2014 - 3:30 PM
Annex Conference Room 2
MINUTES**

I. CALL TO ORDER

Chairman Wayne Osborne called the meeting to order at 3:30 p.m. in Conference Room #2, located on the second floor of Auburn City Hall, One East Main Street, Auburn, Washington.

A. Roll Call

Chairman Wayne Osborne, Vice-Chair Bill Peloza, and Member Claude DaCorsi were present. Also present during the meeting were: Mayor Nancy Backus, Community Development & Public Works Director Kevin Snyder, Assistant Director of Engineering/City Engineer Ingrid Gaub, Assistant City Engineer Jacob Sweeting, Utility Engineering Manager Lisa Tobin, Transportation Manager Pablo Para, Water Utility Engineer Susan Fenhaus, Planning & Design Services Manager Elizabeth Chamberlain, Financial Planning Manager Bob Brooks, Water Manager Allen Hunter and Public Works Secretary Molly Mendez.

B. Announcements

1. Announcements
Public comment will be accepted on Discussion Item E.

C. Agenda Modifications

There was one agenda modification, removing Action Item A, Public Works Project No. C512A, from the agenda.

II. CONSENT AGENDA

A. Approval of Minutes

Public Works Committee to approve the minutes of the October 6, 2014 Public Works Committee meeting

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve the Public Works Committee Meeting minutes for date, October 6, 2014.

Motion carried 3-0.

III. ACTION

- A. Public Works Project No. C512A (Wickstrom)
Award Contract No. 13-12, to Gary Harper Construction, Inc. on their Low Bid of \$870,696.00 plus Washington State Sales Tax of \$82,716.12 for a Total Contract Price of \$953,412.12 for Project No. C512A, Well 4 Emergency Power Improvements

Action Item A was removed from the agenda.

- B. Resolution No. 5108 (Tobin)
A Resolution of the City Council of the City of Auburn, Washington, Authorizing the Public Works Committee to Appoint the City of Auburn Representatives to the King County Metropolitan Water Pollution Abatement Advisory Committee

Utility Engineering Manager Tobin provided a brief background summary of Resolution No. 5108 and reviewed the draft letter identifying the City's representative and alternates. There were no questions from the Committee.

It was moved by Vice-Chair Pelorza, seconded by Member DaCorsi, that the Committee adopt Resolution No. 5108.

Motion carried 3-0.

IV. DISCUSSION ITEMS

- A. Ordinance No. 6534 (Chamberlain)
An Ordinance of the City Council of the City of Auburn, Washington, amending Section 18.29.060 of the Auburn City Code related to floor area ratio in the Downtown Urban Center Zone.

For the purpose of these minutes, this item was discussed after Discussion Item C.

Planning & Design Services Manager Chamberlain provided a brief background summary of Ordinance No. 6534. Chamberlain stated Ordinance No. 6534 already went before the Planning Commission which held a public hearing on October 7, 2014. There was no public testimony. The Planning Commission recommended approval of the code change. Ordinance No. 6534 also went to the Planning and Community Development Committee on October 13, 2014 and the Committee concurred with Planning Commission's recommendation.

Planning & Design Services Manager Chamberlain responded to a question asked by Chairman Osborne regarding the building height limit of 75 feet and that this could be reviewed in the City's Comprehensive Planning effort.

In response to a question asked by Chairman Osborne, Planning & Design Services Manager Chamberlain provided definition of "life of the project" as mentioned on page 29 of the packet.

- B. Ordinance No. 6537 (Chamberlain)
An Ordinance of the City Council of the City of Auburn, Washington, amending Section 17.09.010 of the Auburn City Code related to short plat thresholds.

Planning & Design Services Manager Chamberlain provided a brief background summary of Ordinance No. 6537. There were no questions from the Committee.

- C. System Development Charges (Tobin/Fenhaus)

For the purpose of these minutes, this item was discussed before Discussion Item A.

Utility Engineering Manager Tobin invited Financial Planning Manager Brooks and Water Utility Engineer Fenhaus to join her at the table as this has been a collaborative effort.

Using a slideshow presentation, Utilities Engineering Manager Tobin briefed the Committee on the System Development Charges.

This was followed by a group discussion.

The Committee reached consensus on Option 1 – Full Water and Sewer SDC increase to be effective in January 2015, with annual updates to the Water, Sewer, and Storm SDCs in subsequent years based on the Construction Cost Index (CCI), but not to be an annual change less than zero.

Staff will provide a similar briefing for the full council before the proposed fee schedule is brought to the council for action.

- D. Cross Connection Control Program (Fenhaus)

For the purpose of these minutes, this item was discussed after Discussion Item B.

Water Utility Engineer Fenhaus provided informational materials which explained the Cross Connection Control Program. Fenhaus briefly reviewed the presentation materials with the Committee.

Water Utility Engineer Fenhaus introduced Allen Hunter, the Water Manager at Maintenance and Operations, to the Committee. Water Utility Engineer Fenhaus mentioned that Water Manager Hunter has extensive knowledge with cross connection as he used to be the Cross Connection Specialist.

Water Manager Hunter further explained that Washington Administrative Code requires Public Water Systems to address "Table 9 Facilities" which are facilities that could pose a health concern because of the risk of death, spread of disease or illness. The Department of Health has mandated water systems to concentrate on medical facilities. The City program has identified 65 facilities within that category, and to date, 55 of them have the required premise isolation with the approved backflow device. The staff continue to work with the remaining 10. The Washington Administrative Code also requires Public Water Systems to track backflow assemblies used to protect the water system. The City currently tracks 2600 assemblies, all of which require annual testing by the owner.

Following a question asked by Member DaCorsi, Water Utility Engineer Fenhaus explained the City process for existing facilities.

E. Water Use Efficiency Program (Fenhaus)

Water Utility Engineer Fenhaus indicated this is Chapter 8 of the Water System Comprehensive Plan. Fenhaus noted that a requirement for putting together a Water Use Efficiency Program is to hold a public meeting where public comments are accepted. There were no public comments received.

Water Utility Engineer Fenhaus pointed out some highlights as seen in the memorandum on page 48 of the packet.

There was a group discussion regarding Distribution System Leakage following a question asked by Chairman Osborne.

Water Utility Engineer Fenhaus will investigate the numbers in the chart on page 70 of the packet, specifically the "Schools" column as pointed out by Vice-Chair Peloza.

Water Utility Engineer Fenhaus responded to a question asked by Chairman Osborne regarding the average consumption per account (single family) on the chart on page 72 of the packet.

F. Capital Project Status Report (Sweeting)

Item 6 – CP1024 – AWS and M Street SE Intersection Improvements:

Assistant City Engineer Sweeting provided the Committee with a project status update in response to a question asked by Member DaCorsi.

Item 10 – CP1308 – BNSF Utility Crossings Project:

Chairman Osborne requested staff keep the Committee updated on this project as this contractor has not been used by the City before.

Assistant City Engineer Sweeting indicated staff will keep the Committee informed.

Item 28 – CP1406 – West Main Street Traffic Signal Upgrades:
Assistant City Engineer Sweeting replied to a question asked by Vice-Chair Pelosa regarding the completion date of this project.

G. Significant Infrastructure Projects by Others - Public Works Status Report (Gaub)

There were no questions from the Committee.

H. Action Tracking Matrix (Gaub)

Assistant Director of Engineering/City Engineer Gaub reviewed the previous discussion on the 105th Place SE at 107th with committee; staff indicated they would investigate the site to see whether additional signage could be installed in the interim until the repair work could be done next year. Staff is completing this investigation.

Assistant City Engineer Sweeting noted this section of the road is scheduled with the capital projects to go out early next year. Sweeting advised the Committee that this is Item 17 on the Capital Project Status Report.

V. **ADJOURNMENT**

There being no further business to come before the Public Works Committee, the meeting was adjourned at 5:03 p.m.

Approved this 3rd day of November, 2014.

Wayne Osborne
Chairman

Molly Mendez
Public Works Department Secretary