Utility Committee Minutes
Meeting of May 16, 2014
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City of Port Orchard

Utility Committee
Meeting Minutes
May 16, 2014

Utility Committee Members Rob Putaansuu, John Clauson and Cindy Lucarelli met on May 16, 2014 at 7:30 a.m. at the Family Pancake House. Also present: Public Works Director Mark Dorsey, Assistant City Engineer Andrea Archer-Parsons, PACE Engineers representative Mr. Simmler, Gary Anderson, Innova Architects representative Mr. McCormack and Mayor Tim Matthes.

**Storm Utility Gap Analysis – PACE ‘Pre-WS” Presentation:** ACE Archer-Parsons introduced Joe Simmler of PACE Engineers to Utility Committee members and then they commenced with a brief presentation of the ‘Comprehensive Stormwater Management Plan & Stormwater Drainage Program (SDP) Planning Project’ PowerPoint presentation, scheduled for the May 20, 2014 Council Work Study Session. In general summary, the presentation covered basic Utility background and the results of the 2013/2014 SDP gap analysis. The purpose of the presentation was to allow Utility Committee members the chance to digest the bulk of the SDP gap analysis before the upcoming Work Study session.  *The topic will be presented by PACE Engineers at the May 20, 2014 Work Study Session, with 2015 Budget preparation implications.*

**Watson Utility Billing Request (2166 SW Lazuli Street) – Discussion:** PWD Dorsey presented to Committee members, a written request made by realtor Jayne Haburn on behalf of Corey Watson regarding his delinquent utility account. Given the circumstances (long military deployment & divorce) and a recent payment of $1,100.00 towards all past use charges (but not paying $674.80 in currently assessed penalties), the Utility Committee members agreed that “if” a payment plan can be established to pay the remaining $674.80 in penalties currently owed, along with maintaining current services charge payments, additional future penalties should be waived. An established and agreed upon payoff date is also required. *PWD Dorsey to notify Utility Billing as to required terms.*

**WSUD/SKWRF Annual Report – Discussion:** PWD Dorsey advised Committee members that WSUD have submitted their JWWTF/SKWRF and WSUD Annual Report(s) to the State Auditor. *No further action required at this time.*

**Water Main Extension for 1628 Old Clifton Road – Discussion:** On behalf of property Owner Jim Milgard, Mr. Anderson and Mr. McCormack presented to Committee members an option to the City’s required “development pays for development” position regarding the water main extension required to provide adequate domestic (potable and fire flow) water service to the proposed commercial development located in the County at 1628 Old Clifton Road. The proposal was for the City to install the water main to support the 55 jobs that would benefit the area. PWD Dorsey explained to
Committee members the 5 options that his department provided to Innovative Architects, addressed the Milgard claim that his department ‘turned the table’ on him regarding water availability, discussed the reasons why development pays for development (not a rate payers burden to subsidize development profits) and discussed ways for Milgard to reduce and/or capture some of his costs (latecomers agreement, form ULID with other property owners in the area, apply for capital facilities charge credit associated with the cost differential between the pipe size needed for his specific development and the required system plan pipe size, etc.) Utility Committee members declined the request, citing recent historic developments that all paid for their utility extensions and the unfair burden to rate payers (significant use rate increase) if the city were to modify its policy. *No further action at this time.*

**2013 Sanitary Survey Response – Update:** PWD Dorsey updated Committee members on the current status of the DOH water system sanitary survey response. All required corrective item have been completed, except the crack sealing at the Well #4 distillation basin and the 2014/2015 Well #4 corrective actions outlined in the Robinson Noble scope of work. City staff has begun coordinated work activities with Robinson-Noble. *To be continued.*

**Marina SS Pump Station FEMA Grant – Discussion:** PWD Dorsey notified Committee members that BHC Consultant has initiated the preparation/submittal of a FEMA FY 2014 Pre-Disaster Mitigation (PDM) Grant application for the Marina SSPS. Committee members were appreciative of the marketing efforts that will benefit a much needed capital improvement project. *To be continued.*

**Well #9 Project Closeout – Update:** PWD Dorsey briefly updated Committee members as to the current status of the Well #9 Water Treatment Facility Improvement construction close-out process. PACE continues to look at design/construction related issues, City staff continues with 390-zone water quality testing and immediate dirty water complaint response and HDR is completing the City’s peer review findings. *To be continued.*

**Well #10 Project Status – Update:** PWD Dorsey updated Committee members on the current Well #10 project status. Now that the DOH - DWSRF (federal funding) loan has been executed (authorized April 8, 2014), staff continues to work with Commerce to properly set up the project administrative requirements (Buy America, Davis-Bacon, etc.) Additionally, the RFQ for the Well #10 Final Design that was issued in March 2014, with only two (2) Statements of Qualifications received, will be reissued as soon as possible. It is anticipated that consultant selection/scope & budget development will be completed and ready for Contract Award at the July 8, 2014 Regular Council Meeting. *PWD Dorsey to reissue the RFQ ASAP.* Finally, with the potential availability of the residential lot adjacent to Well #6 for purchase, PWD Dorsey met with DOH staff to confirm the use of loan funding for the purchase. DOH has asked that the City first meet with TIB to see if the purchase can be included as part of a Maple Street Road Improvement Project. If unsuccessful, then DOH will entertain/support project scope
revisions to include project benefits required to support scope change (public health benefits associated with the long term impacts of losing Well #6 water distribution due to a Maple Street road failure, value engineering considerations for the Maple Street wall construction and existing Well #6 geological site safety considerations.) **PWD Dorsey to obtain proposal from UFS for federally compliant property appraisal and acquisition process for summary offer to adjacent property owner.**

**Next Meeting(s):** June 20, 2014 - 7:30 AM at FPH  
**Next SAC Meeting(s):** July 16, 2014 - 6:30 PM at SKWRF

Meeting adjourned at 8:37 a.m.

cc:  Council, City Attorney, Mayor and Department Heads