



CITY OF MERCER ISLAND UTILITY BOARD VIDEO MEETING

Tuesday, July 12, 2022, at 5:00 PM

BOARD MEMBERS:

Tim O'Connell, Chair
Stephen Milton, Vice Chair
Stephen Majewski, George Marshall,
Meredith Lehr, William Pokorny, and Will Quantz

LOCATION & CONTACT

Mercer Island Community & Event Center – Zoom Meeting
9611 SE 36th Street | Mercer Island, WA 98040
Phone: 206.275.7706 | www.mercerisland.gov

In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should notify the Staff Liaison at least 24 hours prior to the meeting at 206.275.7706.

The virtual meeting will be broadcast live on Zoom and recorded and saved on the City Council's [YouTube Channel](#)

Registering to Speak: Individuals wishing to speak live during Appearances will need to register their request with the City Clerk at **206.275.7793** or email the [City Clerk](#) and leave a message before 4 PM on the day of the Utility Board meeting. Please reference "Appearances" on your correspondence and state if you would like to speak either in person at Mercer Island Community & Event Center or remotely using Zoom. Each speaker will be allowed three (3) minutes to speak.

Join by Telephone at 5:00 PM: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **869 0002 8763** and Password **363425** when prompted.

Join by Internet at 5:00 PM: To watch the meeting over the internet via your computer, follow these steps:

- 1) Click [this link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **869 0002 8763**; Enter Password **363425**

Join in person at Mercer Island Community & Event Center at 5:00 PM: Mercer Island Community & Event Center
8236 SE 24th Street.

CALL TO ORDER & ROLL CALL, 5:00 PM

PUBLIC APPEARANCES

REGULAR BUSINESS

1. Approval of Minutes for the June 14, 2022, Regular Video Meeting
Recommended Action: Approve Minutes of June 14, 2022, Utility Board Meeting.
2. 2022 Limited Water System Plan Update
Recommended Action: Discuss and provide feedback.
3. 2023-2024 Utility CIP Preview
Recommended Action: Discuss and provide feedback.

OTHER BUSINESS

4. 2022 Workplan
5. Next Meeting September 13, 2022 (No Meeting in August)

ADJOURNMENT



UTILITY BOARD MINUTES REGULAR VIDEO MEETING June 14, 2022

CALL TO ORDER & ROLL CALL

Chair Tim O'Connell called the meeting to order at 5:02 pm from a remote location.

Board Members Tim O'Connell, Stephen Milton, Stephen Majewski, William Pokorny, Meredith Lehr, and Will Quantz participated remotely using a video teleconferencing platform by Zoom. Council Liaison Lisa Anderl was also present.

Board Members, George Marshall was absent.

Jason Kintner, and other staff members participated remotely.

Welcome & Introductions

Introduction of new board member Meredith Lehr

Special Business

Board Elections Chair and Vice Chair elections

Acting Chair O'Connell opened the nominations for Chair.

Milton nominated O'Connell, seconded by Pokorny.

There were no further nominations.

Vote

O'Connell – 6-0

Board Member O'Connell elected Chair.

Chair O'Connell opened the nominations for Vice Chair.

O'Connell nominated Milton, seconded by Pokorny.

There were no further nominations

Vote

Milton – 6-0

Board Member Milton elected Vice Chair.

PUBLIC APPEARANCES

There were no public appearances.

REGULAR BUSINESS

Approval of Minutes for the following meetings:

April 12, 2022, Minutes

It was moved by Milton; seconded by Pokorny to:

Approve the minutes as presented.

Passed 6-0

Sustainability Work Plan Update

Ross Freeman, Sustainability Program Analyst gave a presentation and provided updates. The Board received the presentation and asked questions.

Utility Board Workplan

Board reviewed the workplan, the next meeting is July 12th.
Daytime field trip scheduled for July 12th to see some of the City's utility projects.
No meetings in August.

Other Business

Chief of Operations Kintner gave a brief update on the King County North Interceptor brief project. The project is mobilizing and it will be a 3-4 year project.

ADJOURNMENT

There being no additional business, the meeting adjourned at 5:50 pm.

Attest: Tim O'Connell, Chair

Jen Matsuda, CIP Administrative Assistant



Memorandum

CITY OF MERCER ISLAND, PUBLIC WORKS DEPARTMENT

9611 S.E. 36th St. • Mercer Island, WA 98040-3732
 (206) 275-7608 • FAX: (206) 275-7814
www.mercerisland.gov

Date: July 6, 2022

To: Utility Board

From: Rona Lin, Utilities Engineer

Cc: Jason Kintner, Chief of Operations/Public Works Director
 Patrick Yamashita, Deputy Public Works Director/City Engineer
 Clint Morris, Capital Division Manager

Re: 2022 Limited Water System Plan Update

At the meeting on Tuesday night, staff and the City's consultant team (HDR Engineering), will present an overview of the draft 2022 Water System Plan (WSP) update to the Utility Board. The presentation will focus on the following categories:

- 1) Planning Data and Demand Forecast
- 2) Source and Storage Capacity
- 3) System Wide Hydraulic Modeling and Fire Flow Analysis
- 4) Capital Improvements Planning
- 5) Financial Information

BACKGROUND

Public water systems are established to provide adequate quantity and quality of water to their customers with reliable operations. A water system plan, approved by the Washington Department of Health (DOH), serves as a standard guideline for system owners to ensure that the water utility infrastructure and performance are safe and reliable. In accordance with chapter 246-290 WAC, the City is required to update its Water System Plan (WSP) every ten years.

Since the City's last WSP approval by DOH in 2016, the agency has modified the schedule of WSP updates from every six years to every ten years. Since the City's growth is limited and water demand forecast remains close to the previous planning years, DOH has agreed to allow the City to use an abbreviated process called, "appropriate level of planning" (ALOP) for this WSP update. Upon DOH's approval, the City's current WSP will be extended from 2022 to 2026.

HDR Engineering, the City's consultant, started water modeling tasks in March 2022 and began the engineering analysis for the WSP update in April. City staff worked with HDR to collect necessary data from 2015 to 2021, verify updated system information, and provide additional capital project information requested by HDR. The draft WSP update was submitted to DOH on June 30 for agency review.

Next Steps:

Following Utility Board feedback, DOH comments, and review comments from Seattle Public Utilities, the final draft of the WSP will be presented to the City Council in the fall (tentatively scheduled for 9/20/2022) for adoption.

This information can be made available on request to accommodate people with disabilities and those who need translation assistance.

Эта информация может быть предоставлена по запросу для размещения людей с ограниченными возможностями, а также тех, кому требуется помощь переводчика.

Esta información puede estar disponible a pedido conforme a las necesidades de personas con discapacidad o aquellas que requieran de servicio de traducción.

可根據要求提供這些資訊，以幫助殘障人士和需要翻譯協助的人士。



Memorandum

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Date: July 12, 2022

To: Utility Board

From: Clint Morris, Capital Division Manager

Cc: Jason Kintner, Chief of Operations/Public Works Director
Patrick Yamashita, Deputy Public Works Director/City Engineer

Re: July 15th Utility Board CIP Preview

As one of the early steps in preparing the upcoming biennial budget, staff prepares a proposed capital improvement program (CIP) for 2023-2024. On Tuesday evening, Public Works staff will highlight several projects included in the proposed CIP and allow the Utility Board to preview and comment on the proposed projects.

The Water System Plan, General Sewer Plan, and Comprehensive Basin Plan are the guiding planning documents used by staff in developing the proposed CIP. In addition, staff utilizes information from water system hydraulic modeling, video inspection of sewer and drainage pipes, periodic assessment of changing conditions in storm basins/ravines, maintenance history (ex: main and pipe breaks), and other information from field operations staff.



Utility Board

2022 Work Plan

2nd Tuesday

Meeting Date	Agenda Item
January 11	Recess
February 8	Water Meter Replacement Contract Recommendation
	Utility ARPA Project Update
March 8	Recess
April 12	SCADA Sewer Project Update
	Water Meter Replacement Project Update (2024)
May 10	Recess
June 14	Board Elections
	Sustainability Utilities Work Plan Update
July 12	Utility Project Field Visit (daytime)
	2023-2024 Utility CIP Preview
	ALOP Water System Plan Update
August 9	Recess
September 13	Stormwater Budget & Rate Discussion/Recommendation
	EMS Rate Discussion/Recommendation
October 11	Sewer Budget & Rate Discussion/Recommendation
	Water Budget & Rate Discussion/Recommendation
November 8	Recess
December 13	2023 Work Plan Development
	Water System Plan Update
	2022 Solid Waste/Recology Annual Report
To Be Scheduled:	King County Interceptor Project Update
	Climate Action Plan Utilities Check In
	Draft Utility CIP (April/May meeting)

Updated 4.20.22