

TUMWATER PUBLIC WORKS COMMITTEE
MINUTES OF VIRTUAL MEETING
November 9, 2023 Page 1

CONVENE: 8:00 a.m.

PRESENT: Chair Eileen Swarthout and Councilmembers Michael Althaus and Charlie Schneider.

Staff: City Administrator Lisa Parks, Finance Director Troy Niemeyer, Water Resources and Sustainability Director Dan Smith, Parks and Recreation Director Chuck Denney, Engineering Services Manager Bill Lindauer, Parks and Facilities Manager Stan Osborn, Water Resources and Sustainability Manager Patrick Soderberg, Transportation Engineer 1 Bernie Gertje, and Administrative Assistant Cathy Nielsen.

Others: Meridith Greer, Greer Environmental Consulting.

RESOLUTION NO.
R2023-011, 2024 FEE
RESOLUTION:

Director Niemeyer reported the proposed action is an annual process involving all City departments. The City approaches fee changes through small incremental adjustments each year rather than one-time large adjustments every five years. Changes in fees are planned and included in the Capital Facilities Plan (CFP) and are necessary to keep pace with inflation and to fund future capital projects, particularly utility projects.

The update includes:

- Changes in fees for administrative appeals
- Changes to transportation impact fees
- Addition of new section to the drainage manual
- Changes to energy codes
- A new fee for certificate of occupancy for business
- An increase to fees to keep pace with current rates
- Adjustment to connection fees for water and sewer
- A new fee for false alarms for fire (third alarm increase per Washington State Association of Fire Chiefs)
- Adjustment to recreation fees
- An increase in LOTT's portion for sewer (+3.5%, rate is set by LOTT)
- Addition of language on the Lifeline Program
- An increase in rates for water (4.8%), storm (8.5%), and sewer (5.8%)

Director Niemeyer shared information on rates in comparison with the cities of Lacey and Olympia. Tumwater's fees are significantly less than the two cities. Overall, the City's increase in fees represents an overall increase of \$5.79 per month. The City of Olympia's fees represent an increase of \$15.58 per month and the City of Lacey's fees represent an increase of \$20 a month.

Director Niemeyer invited questions.

**TUMWATER PUBLIC WORKS COMMITTEE
MINUTES OF VIRTUAL MEETING
November 9, 2023 Page 2**

Councilmember Althaus commented that although the City's storm fees are less than the cities of Lacey and Olympia, the proposal represents a larger increase. He asked about the factors driving the increase in fees. Director Niemeyer said the proposed increase is based on the need to fund future capital projects. Additionally, last year, an increment of the fee was set-aside for long-term management of the Capitol Lake-Deschutes Estuary. The City along with other local jurisdictions is responsible for paying for the cost of dredging Capitol Lake. The intent of the increase is to avoid a large balloon payment in 20 years.

Director Smith added that the department is also exploring sustainability and urban forestry programs funded by the storm utility, as well as continuing the ongoing contribution for the new Operations and Maintenance Facility and funding for a new street sweeper. The monthly fee is based on an average household using 900 cubic feet of water.

Director Niemeyer noted that the cost of the street sweeper has increased substantially since the City's previous purchase of a street sweeper.

Chair Swarthout referred to Table 2 listing different types of buildings. She asked how the fees would be applied. Director Niemeyer said the fees are transportation impact fees and applied during the development of the use, typically at the time a building permit is issued. All uses in the City pay stormwater fees based on the impervious surface of the use.

Director Niemeyer reported the proposal, if recommended by the committee, would be placed on the Council's consent calendar during the November 21, 2023 meeting for adoption. New fees are effective January 1, 2024. Staff recommends forwarding a recommendation of approval to the City Council of R2023-011, 2024 Fee Resolution as presented.

MOTION:

Councilmember Althaus moved, seconded by Councilmember Schneider, to recommend Resolution R2023-011, Fee Resolution to the City Council as presented. A voice vote approved the motion unanimously.

**SERVICE PROVIDER
AGREEMENT WITH
RH2 ENGINEERING
INC. FOR THE
BREWERY
WELLFIELD
DEVELOPMENT
PROJECT
AMENDMENT 2:**

Manager Soderberg reported the proposal pertains to Phase 1 of the Brewery Wellfield Development project. The project consists of three phases with the first phase comprised of 10 tasks. By the end of the project, the outcome will result in the drilling of 1-3 wells with water quality documentation and estimated well production, and well as plans for treatment systems and piping.

RH2 Engineering Incorporated is the contractor for managing the project. The contractor is responsible for creating the work schedule and coordination with the cities of Olympia and Lacey to develop the City's

TUMWATER PUBLIC WORKS COMMITTEE

MINUTES OF VIRTUAL MEETING

November 9, 2023 Page 3

allocation of water rights. One task is rehabilitation of Well 39 located on the golf course to produce more water. Following initial cleaning of the well, well production improved but not to the level desired. Water from the well contains manganese and ammonia requiring treatment prior to distributing the water within the system. Additionally, some tasks will be performed following well drilling, specifically, a pipe alignment study to determine the best connection of wells to the existing system.

The project scope was changed to drill no more than three production wells. Pumping tests will be performed to determine the amount of water produced by the wells to inform the pipe alignment study and the sizing of the treatment system.

One task by a subcontractor is completion of water quality analysis to develop a pilot treatment system. The work involves construction of a treatment system on site and testing water quality. If the results are significantly different from other existing production wells, one pilot test will be performed to determine the amount of chlorination and potential treatment necessary for potable water. If water quality is significantly different from existing production wells, another test would be performed. Each pilot test incurs a separate cost.

Prior to the development of a facility for the pump station and treatment system, a geological survey of the area will be completed to ensure no bedrock or outcroppings would impede the installation of pipe.

The consultant will determine the type of treatment system, pump design, mechanical designs, electrical controls, and telemetry systems required for the treatment plant and pump station. The contractor will assist in compiling a report based on Washington Administrative Codes (WACs) to ensure all information is properly detailed throughout the process and submitted to the Washington State Department of Health for a recommendation to move forward.

Originally, the initial cost of Phase 1 was \$415,000; however, with changes to Tasks 5 and 7, the revised cost is \$705,230 including the cost of Task 3. Funding for the project is included in the CFP totaling \$9 million for the project. Phase 1 costs do not include the cost of drilling and well installation

Manager Soderberg requested the committee recommend the Council approve and authorize the Mayor to sign the Second Amendment of the Service Provider Agreement with RH2 Engineering Inc. for the Brewery Wellfield development project.

Chair Swarthout asked about the timeline to complete Phase 1. Manager Soderberg said that optimistically, he anticipates drilling to begin in the next 12 to 18 months. The pipe and geological studies assist in identifying the

TUMWATER PUBLIC WORKS COMMITTEE
MINUTES OF VIRTUAL MEETING
November 9, 2023 Page 4

location and whether it would be necessary to cross the river.

MOTION:

Councilmember Althauser moved, seconded by Councilmember Schneider, to recommend the Council approve and authorize the Mayor to sign the Second Amendment of the Service Provider Agreement with RH2 Engineering Inc. for the Brewery Wellfield development project. A voice vote approved the motion unanimously.

**SERVICE PROVIDER
AGREEMENT WITH
SKILLINGS INC. FOR
THE GOLF COURSE
PARKING LOT
STORMWATER
RETROFIT DESIGN &
PERMITTING
PROJECT
AMENDMENT 1:**

Consultant Greer provided information on the proposed amendment and an update on golf course parking lot improvements.

The project focuses on the golf course parking lot as it serves as a nexus to many other goals. The existing parking lot is old and outdated with a layout not conducive for customers of the golf course and restaurant. The parking lot also lacks any stormwater treatment for runoff. Areas with high vehicle traffic can cause detrimental stormwater runoff for some species of salmon. Additionally, the golf course was certified as *Salmon Safe* in 2019. One of the requirements of the certification is to provide treatment for stormwater runoff in the area. As the multiple goals aligned, the City applied for and received a grant from the Department of Ecology. The City was awarded funding on July 1, 2022 for approximately 50% of the project cost to design and construct stormwater treatment in the area. Originally, the grant agreement expired in January 2024; however, since construction has not commenced, the timeline has been extended with the City seeking a one-year grant extension from the Department of Ecology to 2025.

During the process of reviewing the retrofit of the parking lot, information informed the need to remove some of the parking lot to upgrade stormwater piping and for other improvements. Following additional conversations with Director Denney, staff recommends redesigning the entire parking lot. The proposal is a re-scope of elements included in the new design. The proposal includes a redesign of the entire parking lot to improve traffic flow to increase pedestrian safety, meet current City standards, which includes additional landscaping areas, installation of lighting, adding more ADA stalls, and retrofitting infrastructure required for future installation of EV charging stations at the golf course. Additionally, the project includes stormwater facilities to treat water and water quantity within the area and installation of a golf cart wash.

Consultant Greer displayed a conceptual illustration of the new parking lot layout.

The proposed amendment covers all updates to the project scope, budget, and schedule required by Skillings to complete the project. The City contracted with Skillings in January 2023 to complete the stormwater improvements; however, as the parking lot design was revised, Skillings was asked to increase its scope to include all components of the project. The

TUMWATER PUBLIC WORKS COMMITTEE
MINUTES OF VIRTUAL MEETING
November 9, 2023 Page 5

amendment includes a budget increase of approximately \$100,000 for additional design and permitting to begin construction next year. Design work is currently underway and Skillings anticipates providing designs for review by the City and the Department of Ecology in December. The goal is to construct the project during summer and fall of 2024.

Director Smith reported the request is to recommend the City Council approve and authorize the Mayor to sign the Service Provider Agreement with Skillings Inc. for the Golf Course Parking Lot Stormwater Retrofit Design & Permitting Project Amendment 1.

Councilmember Schneider supported the inclusion of the golf course wash area as the existing area is located near the restaurant and is often in muddy condition. He asked whether the scope includes an increase in parking spaces for the public. Consultant Greer said efforts continue on the alignment of the parking lot and the location of entrances. The intent is to maintain as many parking spaces as possible; However, requirements for increased landscaping might lead to the loss of several parking spaces. The team is working on the design to determine whether it would be possible to increase the number compact parking stalls.

Councilmember Althausen inquired as to whether the Craft District parking along the former Tumwater Valley Drive would include stormwater facilities to accommodate increased parking along the river. He asked whether the Craft District parking area would be available to accommodate parking overflow during the golf season.

Director Denney advised that stormwater improvements for the trail section along the front of the Craft District include stormwater treatment facilities on the site. In terms of timing, the intent for completion by the developer was last summer; however, the project was delayed as it is tied to the closing of the section of Tumwater Valley Drive. The trail must be completed prior to constructing and opening the new road. Based on recent discussions with the developer the timing of the project is scheduled in summer 2024. The two projects could align based on the timing of construction. Both projects will create substantial impacts to the golf course. Staff will present a plan as timing of different project components is identified.

Chair Swarthout questioned the location of some of the stormwater facilities in relation to the proximity of the Valley Athletic Club. Consultant Greer responded that two bioretention facilities will serve two different subbasins with the north subbasin facility draining to the river and the south subbasin draining to a bioretention facility.

Director Smith reviewed the requested action.

MOTION:

Councilmember Schneider moved, seconded by Councilmember

Althausen, to recommend the City Council approve and authorize the Mayor to sign the Service Provider Agreement with Skillings Inc. for the Golf Course Parking Lot Stormwater Retrofit Design & Permitting Project Amendment 1.

ADDITIONAL ITEMS: Director Denney presented and reviewed a proposed public works contract for the Brewmaster's House Repair and Renovation. The facility was a victim of arson in early 2023. Since then, work on repairs and renovating the house has been ongoing to address all damage to the House from the fire. The house remains closed with half of the repairs nearly completed. Because of the arson and security and structural issues, as well as access issues, the City Council declared an emergency and waived bidding requirements for the project to expedite repairs. Approximately \$178,000 has been spent to date on repairs to be reimbursed by insurance. The house has been secured and all contents in the house were removed. All wallpaper on walls and ceilings has been removed and most of the house was repainted and sealed from smoke damage. Fortunately, additional work within the walls will be unnecessary to address smoke damage. Staff has completed initial remediation repairs working in coordination with the City's insurance carrier, the state, and the Historic Preservation Commission.

The second phase of work will complete the remaining components necessary to restore the house necessitating another public works contract in the amount of \$268,606 of which \$5,000 is the City's insurance deductible with the remaining amount paid by insurance. The repairs will enable opening the house to the public. The scope of work completes all wall coverings, repairs the rear porch and storage area, cleans all contents, refinishes all floors, and changes some lighting. The project will bring the house up to code both electrically and functionally.

Director Denney requested a recommendation to the City Council to approve a contract for completion of repairs to the Brewmaster's House for consideration by the Council at its November 21, 2023 meeting.

Councilmember Schneider asked whether the improvements include a sprinkler system to avoid future damages from fire. Director Denney advised that the house does not include a fire suppression system. Installation of a fire system suppression system would entail a major undertaking involving walls and ceilings. It is possible to install a system with exposed pipes along walls and ceilings; however, it would not align with the historical theme of the house.

Chair Swarthout inquired as to whether any changes in the layout of the building have occurred from the original design. Director Denney responded that with the exception of the turret, no changes to the layout have occurred. The turret was changed and then restored to its original design in the 1970s. The back porch involved in the fire is now an enclosed room, which

TUMWATER PUBLIC WORKS COMMITTEE

MINUTES OF VIRTUAL MEETING

November 9, 2023 Page 7

occurred before the City acquired the property. There have been some changes over the years, but none were initiated by the City. Final repairs are scheduled for completion early next year. The contract period is 90 working days.

MOTION: Councilmember Schneider moved, seconded by Councilmember Althausser, to recommend approval of Brewmaster's House Repair and Renovation Contract to the City Council for its consideration as its November 21, 2023 meeting. A voice vote approved the motion unanimously.

ADJOURNMENT: With there being no further business, Chair Swarthout adjourned the meeting at 8:47 a.m.

Prepared by Valerie L. Gow, Recording Secretary/President
Puget Sound Meeting Services, psmsoly@earthlink.net