

ENVIRONMENT COMMITTEE AGENDA

Thursday, March 14, 2013 – North Conference Room

5:30 PM – 6:30PM

1. Approval of February 14, 2013 minutes
2. City Works Program – SWM Maintenance Update/Demonstration
3. SWM Rate Structure Study Update

MINUTES - ENVIRONMENTAL COUNCIL COMMITTEE MEETING 02/14/2013

The meeting was called to order @ 6:01 PM, Thursday, February 14, 2013, in the North Conference Room @ 21630 11th Avenue South, Des Moines with the following in attendance:

Council Members

Dave Kaplan, Chair
Melissa Musser
Dan Caldwell

City Staff

Tony Piasecki, City Manager
Dan Brewer, Acting PW Director
Loren Reinhold, Environment/Utilities
Engineer
Peggy Volin, Admin Asst

Guests:

John Ghilarducci, FCS Group

AGENDA:

1. Approve minutes of January 10, 2013
2. Draft 2013 Work Plan
3. SWM Rate Structure Study Update –
Issue Papers 1-5

MEETING:

1. Minutes of January 10, 2013, were unanimously approved.
2. Draft 2013 Work Plan – unanimously approved.
3. SWM Rate Structure Study Update, Issue Papers 1-5 and summary: Loren gave a brief introduction of how the rates are currently calculated then introduced John Ghilarducci, consultant with the FCS Group, hired by the City to perform a comprehensive stormwater rate structure study. John went over the summary of recommendations for the five issue papers which included the Storm Water Rate Structure, Stormwater Fees for Private Streets, Stormwater Rate Credits, Stormwater Multifamily Rates and Stormwater Public Institution Rates.

John mentioned that city staff has provided impervious area sampling of single family residents needed to do calculate a revised Equivalent Billing Unit (EBU). He also mentioned that the preliminary results indicate an EBU that is higher than the current EBU of 2,400 square feet. The Committee requested information on how other jurisdictions calculate their rates and the amount of the rates.

The Committee discussed Issue Paper #2, concerning stormwater fees for private streets. The study recommends that the city should continue to charge private streets as non-residential property but that the rate charged should be determined by quantifying the

offsetting contribution and benefits made by the private streets. A methodology for quantifying this contribution will be presented at the April meeting.

Currently, the Issue Papers are a working draft and staff will take the comments from the Committee back to the Consultant and have a 2nd draft ready for the April meeting.

Adjourned @ 6:55 PM

Submitted by: Peggy Volin, Administrative Assistant

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City of Des Moines
Environment Committee

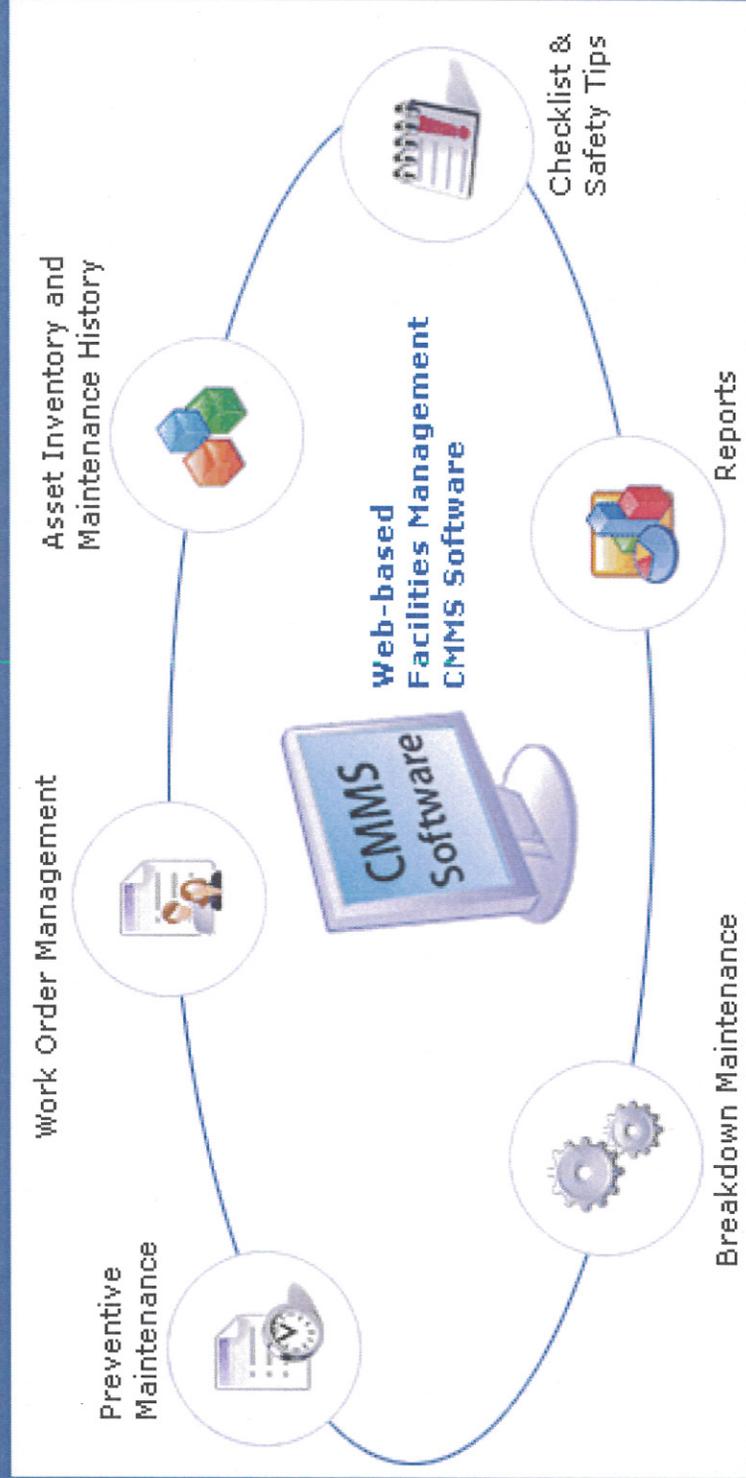
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Definitions & Acronyms

- CMMS – Computer Maintenance Management System
- GIS – Geographic Information System
- Cityworks – CMMS built using GIS
- NPDES – National Pollutant Discharge Elimination System
- SR – Service Request
- WO – Work Order

What Is Cityworks?

Cityworks is a GIS based CMMS



Purpose of Cityworks

- NPDES tracking
- Track asset location, attributes & maintenance history for liability
- Manage Service Requests, Work Orders and Inspections
- Support proactive maintenance
- Reporting
- Examples: NPDES reporting, 216th Fatality

Brief Timeline

- 2007 - WSDOE issues Western Washington Phase II NPDES Permit
- 2008 - WCIA audit identifies need for maintenance documentation
- 2009 - City completes sign asset inventory mapping/data collection
 - City begins SWM asset inventory mapping/data collection
- 2010 - City completes street marking asset inventory
 - Cityworks targeted as leading candidate for CMMS
- 2011 - City completes SWM asset inventory mapping/data collection
- 2012 - Cityworks purchase approved January 2012 by City Council
 - Go live in August
 - Workflow complete
 - SWM & Streets assets entered into system
- 2013 - Core program implementation complete

Benefits of Purchase

- Increased liability protection (NPDES, WCIA)
- Performance metrics & reporting
- Efficiency (= Cost savings)
- Accountability
- GIS Server web mapping framework
- Standardized Workflow
- Transparency

Summary

Current State of Cityworks:

- Process SR's & WO's for Surface Water & Streets
- Track Work History

Next Phases:

- Inspections
- Management dashboard
- Field data input (real time management)

To: Loren Reinhold
From: John Ghilarducci
RE: Issue Papers / Private Streets

Date: March 4, 2013

Thank you for forwarding Councilmember Burrage's comments on our issue papers. The purpose of this memorandum is to address as well as we can the concerns she expressed, in particular about private streets.

First, some context. It was noted that the issue papers provide no calculations. Our work plan has five major tasks. The "Policy Framework" task, which is essentially the issue papers and the discussion surrounding them, is task 2. It is followed by the "Rate Analysis" task, which utilizes the policy direction provided in task 2 to guide the technical analysis that we do. We have already developed a spreadsheet model to assist with this task, but we have not generated any results yet. We don't want to waste time and City money generating analysis on options that may not be of interest to the City.

However, as we incorporate the input we receive in task 2, we will be providing numbers that will illustrate the impacts of the preferred options. In our experience, it is most productive to try to have the policy discussions in advance of the numbers, because once numbers enter the discussion, they become the focus. That said, there is always the opportunity to revisit any policy recommendations based on the analytical results. Any proposed rate structure changes will be designed to be revenue neutral to the utility.

The purpose of the issue papers is to provide background (already know to some) and stimulate discussion. It is frankly the discussion that is the most valuable part of the task. That's what we are doing now. The papers are not intended to be the final word on these issues. We agree that is the purview of the Council.

Finally, it was noted that we included a preliminary work plan in issue paper #1. That work plan is for recalculating the City's equivalent billing unit value. It was provided, as promised in our work plan, for the benefit and convenience of the City. It is something staff can do more cost-effectively than the consultant.

The Private Streets Issue

The topic of charging stormwater rates to private streets is somewhat complex if for no other reason than there are a number of different types of private streets. For example, a private street can be a shared, extended driveway; a street among a network of such streets within a residential development; or right-of-way within a commercial (e.g., retail) development.

While it is our understanding that the City's Right-of-Way Construction Standards and Requirements apply to private streets as well as public streets, the purpose of stormwater facilities associated with private streets generally differs from those associated with public streets. Stormwater facilities associated with private streets are designed to serve the development with the private streets. In that sense, it is like on-site mitigation sized to meet the needs of the development. The private street is

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San Francisco, CA | 415.445.8947

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generally thought to be like any other impervious surface area for this reason, albeit mitigated by associated stormwater facilities.

In contrast, public streets and the stormwater facilities associated with public streets are sized to accommodate *system* runoff – runoff from all developed property in the service area. Because of their role in managing stormwater runoff, via curbs and gutters as well as through associated pipes and ditches, municipal streets are considered part of the stormwater system. In fact, the Washington Phase II Municipal Stormwater Permit, applicable to the City of Des Moines, defines a municipal separate storm sewer system (MS4) to include *publicly-owned or operated* streets and roads with drainage systems. The issue of “ownership” is important because the public body is responsible for the protection of receiving water. More specifically, under the new National Pollutant Discharge Elimination System (NPDES) permit, an MS4 is defined as follows:

“Municipal Separate Storm Sewer System (MS4) means a conveyance, or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

- (i) Owned or operated by a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State Law) having jurisdiction over disposal of wastes, storm water, or other wastes, including special districts under State such as sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States.*
- (ii) Designed or used for collecting or conveying stormwater.*
- (iii) Which is not a combined sewer; and (iv) which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.”*

National Pollutant Discharge Elimination System (NPDES) means the national program for issuing, modifying, revoking, and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements, under section 307, 402, 318, and 405 of the Federal Clean Water Act, for the discharge of pollutants to surface waters of the state from point sources. These permits are referred to as NPDES permits and, in Washington State, are administered by the Washington Department of Ecology.

Exempting City streets as part of the stormwater system is consistent with the practice of not charging other stormwater facilities. We do recommend in issue paper #2 that the City consider providing rate credits for private streets, based on the documented mitigation they provide in the way of associated stormwater facilities. This approach would be consistent with the credit approach recommended for other developed property.

Area Jurisdictions

In 2011, we surveyed a number of local jurisdictions in the region on the issue of stormwater charges to private streets. In addition to the City of Des Moines, the cities of Kent, Renton, Auburn, Bellevue, Tukwila, Federal Way, Burien, Tacoma, Seattle, and SeaTac were included. At the time, we found that nine of the eleven cities surveyed charged private streets as they did other developed property. Two of the surveyed cities approached private streets differently: Des Moines, which offers a discounted rate, and Seattle, which offers a rate exemption for “all other streets, so long as such streets provide drainage services in the same manner as City streets and the owner(s) shall agree to maintain, construct and improve all drainage facilities associated with such streets as required by the Utility in conformance with all Utility standards for maintenance, construction and improvement hereafter established by the Utility and so far as such maintenance, construction and improvements shall be achieved at no cost to the Utility

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or to the City.” (Seattle Municipal Code Section 21.33.030). The information from this 2011 survey is summarized in the following table.

Stormwater Charges to Private Streets

City	Full Charge	Discounted Charge	Full Exemption
Auburn	✓		
Bellevue	✓		
Burien	✓		
Des Moines		✓	
Federal Way	✓		
Kent	✓		
Renton	✓		
SeaTac	✓		
Seattle			✓
Tacoma	✓		
Tukwila	✓		