

SEQUIM PLANNING COMMISSION
Special Meeting
Transit Center
190 West Cedar Street
Sequim, WA 98382
Tuesday, March 12, 2013
6:00 P.M. Regular Meeting

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:

Planning Commission present: Connelly, Peterson, Sanford, Sterhan, Thompson and Wendt. Protze was excused.

Staff present: DCD Director Chris Hugo; Deputy City Clerk Bobbie Usselman; Public Works Director Paul Haines; Guest: Nancy Lockett, Gray & Osborne

II. APPROVAL OF MINUTES: February 19, 2013

MOTION to approve minutes of February 19, 2013 as amended by Sanford; second by Sterhan.
Unanimously approved.

III. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA

IV. NEW BUSINESS:

- A. 2012 City of Sequim Water System Plan**
- B. 2012 City of Sequim Sewer System Plan**

Haines said we have been updating the water and sewer system plans to go with the Comp Plan Update. These will provide a strategic plan for infrastructure and financial needs as well as insuring concurrent improvements to support the Comprehensive Plan Update. He showed a timeline of the Comp Plan Update indicating we are ahead of some of the interface places in the Comp Plan.

He described Chapter Eight of the 2006 Comp Plan Update identifying 9 goals. Goals are measurable and observable outcomes that the Comp Plan anticipates in conformance with the Growth Management Act. About 6 of the goals are affected by water and sewer.

Nancy Lockett with Gray & Osborne commented there is more capacity in the wastewater treatment plant (WWTP) because prior planning documents had an aggressive growth rate of 6%. Since the housing crash it is not now realistic. The water and sewer plans are required to be updated every six years by the Dept. of Health (DOH). General sewer plans are regulated by the Dept. of Ecology (DOE); this is a good time for the City to update it. In doing the plan in concert we can make sure common elements match. We identified capacity, the source, treatment and conveyance which is needed to meet needs for the next 20 years. In both plans we develop growth projections; develop water use/waste water generation projections; recommend capital improvement plans (CIP) to accommodate growth in the City and UGA in support of the City's Comp Plan; identify retail,

future, and wholesale service areas; identify potential for Sequim to be a regional service provider for water and/or sewer; and conservation element: potable water conservation and use of reclaimed water.

We assume a 2% annual growth rate for the City and areas currently served by the utility system. We assumed a 4% annual annexation of areas in the UGA. We assumed there would be retail and future service areas on the water system.

She showed a map of the proposed water service area identifying areas within the limits and in the UGA. Wholesale service areas have Class A water systems. They would operate their own system using water from the City of Sequim.

The water system plan projected 2032 demand of 2,128 gpm or 3.1 mgd with 1,747 ac-ft annual withdrawal. These numbers are important when looking at the water system to insure we have water rights, source production capacity, storage capacity and distribution system capacity. Through projected 2032 we have enough water rights. However, we should explore options for additional water rights for the future.

Source production capacity is currently 2,195 gpm which is what is projected for 2032. We recommend installing additional wells at Port Williams; rehabilitate the Silberhorn wellfield, and install a ground level reservoir at Port Williams which will even out the pumping capacity.

Storage capacity is currently 2.9 million gallons and in 2032 we will need 2 million gallons so we are looking good. We recommend an additional reservoir in the southwest zone of the City and the ground level reservoir at Port Williams wellfield.

Distribution system capacity is reviewed by doing a hydraulic model to identify deficiencies to provide fire flow. There were some deficiencies in knowledge of where old pipe exists. We recommend developing a CIP list. She showed a chart of the CIP for 2013-2019. The majority of the projects are distribution system projects.

The water system CIP map shows a distribution of the water CIP that are spread throughout the City. The ones with a D are pipes to be replaced; BS is for booster stations. There is a timeline when the projects are recommended to be done.

Haines said we have wellfields at Dr. Standard Park and Port Williams wellfield, and storage tanks in the south part of town. They run the water to provide constant pressure so the pumps don't have to run all the time.

The streets are gridded with water lines to serve properties. We have lots of lines that are inadequate, small diameter pipes that are losing their effectiveness and materials we want to get away from to better materials. Thompson asked about leaks. Haines said leaky pipes are being replaced, but the demand for water is going down due to change in usage.

There was brief discussion about the 4% annexation rate and water systems in the UGA. The City is

not required to acquire water systems in the UGA when annexed if they are not brought up to our standards. We pay special attention to insure they are properly protected to not affect our system. We have not absorbed any water systems in the recent past because none have been upgraded. One of our Council goals is to develop policies on streets and water systems.

Haines commented about connecting other public water systems in the Valley and possibly have wholesale arrangements with those systems. There are a lot of policy decisions on what it costs to take on other systems.

Lockett said on the general sewer plan we have the same parameters as water. The sewer and water plans are not contiguous. We serve more people with sewer than water, including Bell Hill and Sunland. Growth projections in 2032 will be 1.4555 mgd maximum month flow; 3,836 lb/day maximum per month biochemical oxygen demand (BOD); and 3,536 lb/ day maximum of total suspended solids. We then look at the water reclamation facility (WRF) capacity. We also look at the collection system capacity. We don't have to pump much because we have a gravity flow system.

The current WRF capacity is 1.67 mgd with a projection in 2032 for 1.455 mgd. We are good for 20 years to treat the flow. The maximum BOD is 4,036 with a projection of 3,826 lb/day; the maximum month total suspended solids is 3,855 and in 2032 we project we will need 3536 lb/day. DOE says once you hit 85% of your design you need to plan for an upgrade.

For the collection system capacity we ran a model and estimated how much flow is in the connection point of the sanitary sewer system and also includes a factor for what water gets in the pipes, called infiltration inflow. In Sequim it is low and the system is still in good shape. Once we know it needs to be replaced, we develop the capital improvement list and the remedy is to complete the projects.

Haines said one of the obligations we have from GMA is that our master plans become cost constraints. We have to have money to accomplish that. In our water and sewer fund we collect money that pays for a proportionate share of capacity. We are in the final stages of those analyses of how to support the CIP.

Lockett showed the CIP map. The line on Sunnyside is a major system and is undersized. One major project is to move that into the City right-of-way.

The City wrote a feasibility study on bringing in sewage from Carlsborg from the northwest. The County is leaning toward coming in from the highway and accessing downtown. If that occurs there will be more improvements downtown. Haines said if there is a way to make an improvement under a road in terrible shape, we look for the double benefit.

Regional potential includes 17 adjacent purveyors, or someone licensed to operate a water system. In the greater Dungeness area there are 23 purveyors. We could be a satellite management purveyor according to DOH. The City could operate the system that is owned by the City. Another option is to incorporate the system into our water system.

For regional potential for sewer systems they looked at Carlsborg, Sunland and Blyn. Carlsborg is projected to 2032 with a flow of 75,000 gpd; SunLand projected at 131,000 gpd; and Blyn projected at 100,000 gpd. Blyn would include the Casino and Longhouse and immediate population. Haines said the interest keeps climbing. The County is looking at the 3 Crabs area as a LAMIRD, some systems are failing or not kept up could possibly come to Sequim. The Carlsborg flows could come out higher than what Sequim is today.

What this would mean for the WRF would be that we will need to do liquid and solid stream improvements required by 2025 with Sequim and all regional participants. Liquid and solid stream improvements required by 2031 would be Sequim and one of the regional participants. Conveyance system improvements would be required for regional participants.

Sterhan asked who would be responsible for the additional costs required if Carlsborg joined in our system. Haines said Carlsborg would pay their proportionate share of the costs. They would pay capital costs and operating costs.

Haines said we do serve Sunland for waste that is trucked to our facility. Sewer is a highly regulated service and they may want to get out of the business. They could fairly easy connect to us because their collection system could pump into our system.

A chart was shown of the WRF flow capacity implications for regional wastewater connections. The chart is based on estimated growth rates. Another chart was shown of WRF BOD loading capacity implications for regional wastewater connections.

Concerning conservation and water reuse, the goal would be to reduce ERU water use with additional use of reclaimed water for irrigation; replace source and service meters; consumer education and evaluate conservation pricing. Additional water reuse options are expansion of existing commercial use; landscape irrigation; City non-potable water use; groundwater recharge and leaky pipe or stream augmentation.

Haines commented on WRIA 18 issues. He indicated there are not enough users of water reuse. We are working on demonstrations of water reuse. He described the leaky pipe concept. He explained reuse water is clean and safe to be around, but is not licensed to be consumed. The two highest residuals in it are caffeine and nicotine. The system is mitigated through connection charges and billing rates, although we also look for grants.

Sterhan asked if the reclaimed water could be taken to the quality of potable water. Haines said that is done in other places in the US, including the southwest. It is not common in our area. There are other options explored such as desalinization. Thompson said on Orcas Island they use desalinization due to water issues.

The next step with the plan is to continue through staff and Planning Commission review and it will go Council. Once Council blesses the plans, the water plan goes to DOH and sewer to DOE. G&O's goal is to produce a plan the City can and will use and she feels we will get to that point.

Hugo feels the presentation was good and the growth future of Sequim sits within the whole valley. We have an urban growth area that exceeds our 20 year need and it looks like 20 years out we can take care of our own needs. We would want to understand what the needs are of going out to be the purveyor of other systems. How do we respond to the growth beyond the UGA. We want that area to be rural.

Haines stated there is a lot of policy choice and the economics of the area is important because we have an expensive system in water and sewer that our residents are paying for.

Sterhan asked if the Dungeness Water Rule comes into play with this. Haines said we will compete for the same water as others. The water rule declares there are no more water rights. If there is available water it is supposed to go back into the river. It does not jeopardize the water rights we have, but it could challenge other water systems.

Sterhan said the Clallam County website uploaded a map showing boundaries that bisects some of the City in the water rule area. Haines said that is to our benefit. The area in WRIA 17 is on the east side of town, but WRIA 18 water rules doesn't apply to that area. We can move water through our water system back and forth. There are challenges with WRIA due to the water streams, the Dungeness and Elwha.

Thompson said the incorporation of the other areas into Sequim's sewer system matches the Comp Plan goals because we are the center of the Dungeness Valley. Thompson asked about the source production capacity being helped by Silberhorn wells. Nancy said in order to get the use we would require a new well at Port Williams. We cannot draw down the water table there.

There was general discussion concerning connection to our systems within 10 years of annexation.

Hugo described the UGA which is to be a venue for growth and is supposed to be urban in area/density. A LAMIRD is not supposed to grow but is to be the same area of what there is today. He is not sure about the area of 3 Crabs. The number used in the study of 2% annual growth rate is a traditional, moderate growth rate. That will probably be the number projected forward in the Comp Plan. Sun Meadows, Sunland and Bell Hill – none are in the UGA now but all have more suburban or urban character than rural. That will be part of the growth future conversation in the Comp Plan Update as well.

MOTION to recommend approval and implementation of the 2012 water system plan to City Council by Thompson; second by Connelly. **Unanimously approved.**

MOTION to recommend approval and implementation of the 2012 sewer system plan to City Council by Connelly; second by Peterson. **Unanimously approved.**

V. OLD BUSINESS:

VI. ITEMS FROM COMMISSIONERS/COMMITTEE REPORTS

VII. DIRECTOR'S REPORT

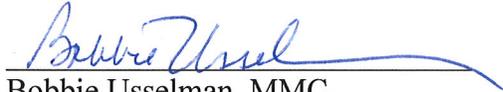
VIII. GOOD OF THE ORDER

IX. ADJOURNMENT

MOTION to adjourn by Peterson; second by Thompson. **Unanimous.**

Meeting adjourned at 7:37 p.m.

Respectfully submitted,



Bobbie Usselman, MMC
Deputy City Clerk



Jon Wendt
Chair

Next meeting date: March 19, 2013