

**CITY OF BELLEVUE  
ENVIRONMENTAL SERVICES COMMISSION  
MEETING MINUTES**

Thursday  
November 7, 2024

City Hall & Remote  
6:30 p.m.

**1. CALL TO ORDER:**

The meeting was called to order by Chair Knezevic at 6:31 p.m.

**ROLL CALL**

**COMMISSIONERS PRESENT:** Vanja Knezevic (Chair), Andy Dupertuis, Ann Hajnosz, Gabby Lacson, Kurt Lutterman

**COMMISSIONER ATTENDING REMOTELY:** Michael Margolis

**COUNCIL LIAISON:** Conrad Lee

**COMMISSIONERS ABSENT:** Ken Wan (Vice Chair) (Excused)

**OTHERS PRESENT:** Lucy Liu, Director; Linda De Boldt, Assistant Director; Joe Harbour, Deputy Director, Lorissa Warren, Senior Administrative Assistant; Andrew Williams, Senior Administrative Assistant; Eric LaFrance, Planning Manager; Scott Edwards, Deputy Director; Matt Thurber, Asst. Director; Matt Hobson, Fiscal Manager; and Laurie Hugdahl, Minutes Taker

**2. APPROVAL OF THE AGENDA**

**Motion made by Commissioner Lutterman, seconded by commissioner Lacson, to approve the agenda. The agenda was approved unanimously (6-0).**

**3. ORAL AND WRITTEN COMMUNICATION**

Alex Tsimerman, 14150 NE 20<sup>th</sup> Street, Bellevue, WA, expressed concerns about City Council.

Nicole Meyers, Bellevue Resident, spoke regarding upgrades for pedestrian and cycling paths along NE 100<sup>th</sup> between NE 14<sup>th</sup> and 24<sup>th</sup>. She noticed there is a schedule 40 conduit pipe shown on there, but she doesn't think they are changing any of the electricity in the area. PSE has already relocated poles to accommodate the new path and planter. She hopes in the future they will consider providing

electrical service underground in parallel to new development and perhaps eventually move all electrical lines underground.

**4. COMMUNICATION FROM CITY COUNCIL, COMMUNITY COUNCIL, BOARDS AND COMMISSIONS**

Conrad Lee was present but had no comments.

**5. STAFF REPORTS**

Deputy Director Joe Harbour gave an update on the overflow from the lake line in Meydenbauer Bay. This reinforces the work the City is doing on the Lake line Management Plan. The City was able to clear and address the blockage; the park beach will be reopening on Sunday.

**6. APPROVAL OF MINUTES**

**A) SEPTEMBER 12, 2024 MINUTES**

**Motion made by Commissioner Lutterman, seconded by Commissioner Lacson, to approve the 9/12/24 minutes. Upon a voice vote, the motion passed unanimously (6-0)**

**B) OCTOBER 3, 2024 MINUTES**

**Motion made by Commissioner Lutterman, seconded by Commissioner Lacson, to approve the 10/3/24 minutes. Upon a voice vote, the motion passed unanimously (6-0)**

**7. UNFINISHED BUSINESS**

None

**8. NEW BUSINESS**

**a) Utilities System Planning Overview**

Planning Manager Eric LaFrance gave a briefing on Water, Wastewater and Surface and Stormwater System planning efforts that are happening now. He highlighted some policies in the Comprehensive Plan related to good stewardship of the Utility systems and these will be integrated into the new system plans. The Department of Health also requires an updated Water System Plan every 10 years. He discussed common elements to all plans including service areas, system infrastructure/facilities, current and future utility customers, and system planning criteria. He explained how population and future demand impacts planning.

Utilities will be coordinating with city planners in Community Development and Development Services Departments as they respond to recent statewide legislation related to housing to see how this impacts utilities.

Policy and code recommendations in system planning relate to state and federal drinking water quality standards; NPDES permit implications; Low Impact Development; and sewer service extensions. Asset management looks at condition assessment, service levels, renewal and replacement, and funding strategies. The system plans help with Capital Investment Planning with a 20-year Look Ahead. System Plans are integrated with Asset Management strategies and inform future budget cycles. The plans include financial information such as current financial status, financial outlook, funding for renewal and replacement, and credit/debit information. Operations and Maintenance is addressed in terms of organization structure, standard operating procedures, emergency preparedness, regulatory review, and records and data management.

Water-specific elements include incorporation of the Emergency Water Supply Master Plan, water storage needs and evaluation, and review of state and federal drinking water regulations. Wastewater-specific work includes the incorporation of the Lake Washington Lake Line Management Plan; basin-wide flow monitoring and infiltration & inflow investigations; and sewer extension policies. Surface and Storm Water work includes incorporation of the Watershed Management Plan; National Pollutant Discharge Elimination System permit compliance review; and climate resiliency review.

Commissioner Dupertuis expressed appreciation for the detailed presentation. He commented on demand, supply, vendor capability assessment, forecasting, and constraints. He is looking forward to seeing more about how this information is used in capital expenditures and CIP.

Commissioner Hajnosz commented on the similarities between the three plans and asked if this might be an opportunity to look at the water cycle with a “one water” approach. Planning Manager LaFrance explained they are looking at how to address these things in the best way possible.

Chair Knezevic asked how many customers are currently on the septic system and if there is interest in moving away from that system. Planning Manager LaFrance replied they know the number of parcels. They occasionally get requests for new sewer service. The sewer extension program is something they are working on now.

#### **b) Utilities 2025-2026 Proposed Budget and Rates Update**

New Fiscal Manager Matt Hobson was introduced and welcomed. Deputy Director Scott Edwards and Asst. Director Matt Thurber made a presentation on

the 2025-2026 proposed budget and rates update. Deputy Director Edwards reviewed the timeline and summarized the City Council presentation format and highlights. The presentation to Council on October 8 was generally well received. He reviewed some of the concerns and topics of discussion at that meeting.

Asst. Director Matt Thurber reviewed revisions to the rate forecast presented at the 9/12 ESC meeting. These minor changes are primarily driven by cost increases for General Fund capital projects proportionally funded by the Utility for our fair share of the costs. He reviewed the budget adoption calendar.

Commissioner Dupertuis commented that rate relief is one of the most important things they can do. He hopes they will endeavor to spend all of that money. He also suggested having an escalation path for certain situations. He commented on the balance between overspending and underspending and asserted that underspending on the system is one of the greatest risks they could take, especially with the infrastructure and CIP.

He asked about the sensitivities to have more insight into what is driving changes they are seeing such as the increases that were brought up tonight. Deputy Director Edwards responded that they have the visibility into what is driving the changes.

Deputy Director Edwards also referred to the Rate Relief Program. Of the \$1.3 million in annual funding, the program currently spends about \$1 million, with about \$300,000 unspent. Staff is working diligently on ways to refine the program including ways to evaluate eligibility thresholds and understand how they can maximize the financial benefits for community members that need it. Their intent is to use every dollar they can to benefit the community. Commissioner Dupertuis commented on the City's responsibility to make sure that they are doing everything they can to help marginalized people. He encouraged them not to underspend in this area.

Commissioner Hajnosz also expressed concerns about affordability and the need for rate relief programs going forward.

## 9. CALENDARS

Deputy Director Harbour reviewed the calendars.

## 10. ADJOURNMENT

**Motion made by Commissioner Lutterman, seconded by Commissioner Lacson, to adjourn the meeting. Upon a voice vote, the motion passed unanimously (6-0).**

The meeting was adjourned at 7:40 p.m.

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