

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

Thursday  
September 15, 2022

City Hall & Remote  
6:30 p.m.

**1. CALL TO ORDER:**

The meeting was called to order by Commissioner Wan at 6:33 p.m.

**ROLL CALL**

**COMMISSIONERS PRESENT:** Anne Howe, Negin Khanloo, Ken Wan

**COMMISSIONERS ATTENDING REMOTELY:** Neal Hines (Vice Chair),  
Diann Strom, Andy Dupertuis<sup>1</sup>

**COMMISSIONERS ABSENT:** Vanja Knezevic (Chair),

**COUNCIL LIAISON:** None

**OTHERS PRESENT:** Lucy Liu, Deputy Director; Nav Ota, Director, Utilities;  
Linda De Boldt, Utility Engineering Assistant Director; Kate Nesse, Senior  
Planner; Andy Baker, Fiscal Manager; Uma Singh, Acting Assistant Director,  
Resource Management and Customer Service; and Laurie Hugdahl, Minutes  
Taker

**2. APPROVAL OF THE AGENDA**

**Motion made by Commissioner Hines, seconded by Commissioner Khanloo,  
to approve the agenda. The agenda was approved unanimously (5-0).**

**3. ORAL AND WRITTEN COMMUNICATION**

None.

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

None.

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<sup>1</sup> Commissioner Dupertuis joined the meeting around 7:00 p.m.

## **5. STAFF REPORTS**

Deputy Director Liu gave an update on staff's efforts to pursue grant funds. Right now, staff is positioning to apply for a grant for cyber security upgrades.

## **6. UNFINISHED BUSINESS**

None

## **7. NEW BUSINESS**

### **a) Comprehensive Plan Periodic Update: Utilities Element Update Scope**

Assistant Director De Boldt introduced Senior Planner Nesse who made a presentation regarding the scope of the updates to Utility Element of the Comprehensive Plan and background on the Comprehensive Plan. The Comprehensive Plan is a Growth Management Act requirement and is a 20-year vision for growth. (2024-2044). It guides city policy, actions, and investment. It also includes the City Vision and many elements. The update is necessary to remain current and relevant; to address changing regional requirements; and to reflect Council's updated vision. There are several streams of engagement – surveys, discussions, public engagement events, Strategy Team engagement, public comment at board/commission/council meetings, and board/commission comments. Goals for the update are to plan for growth, expand housing options, create vibrant places, provide an equitable approach, create environmental sustainability and resilience, and set the stage for future planning. The major changes in the regional direction are to focus on equity, housing, and climate changes.

Changed circumstances which impact the scope of the update include a Watershed Management Plan update, changes to properties in the Potential Annexation Area; changes in technology and practices; national, state and county regulations; and projects that have progressed and implemented. There may be additional policy changes which relate to an Environmental Impact Statement analysis; preferred growth alternative; racial equity and displacement analysis; staff input on cross-over topics; and future community engagement. Senior Planner Nesse reviewed the proposed timeline with adoption expected in June of 2024. She welcomed feedback on the scope of the update to the Utilities Element.

The meeting recessed at 6:56 p.m. until 7:01 p.m. to address technical issues.<sup>2</sup>

### **b) Utilities 2023-2024 Budget & Rates Recommendation**

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<sup>2</sup> Commissioner Dupertuis joined the meeting during the break.

Director Otal and Fiscal Manager Baker summarized the Commission's budget review process and previously discussed highlights of the 2023-2024 Operating Budget. She also reviewed the 2023-2029 CIP Budget; rates forecast 2023-2028; and policy issues related to monthly billing (transition to monthly billing) and credit card fees (apply to all customers). She discussed next steps for the budget and rate adoption process.

Director Otal stated that staff was seeking direction regarding a budget and rate recommendation from the ESC to the City Council. Staff will work with the Chair to draft a recommendation once they have direction from the ESC.

**Motion made by Vice Chair Hines, seconded by Commissioner Khanloo, to approve the proposed 2023-24 Operating budget, 2023-2029 CIP budget, and 2023-2024 rates. Motion passed unanimously (6-0).**

**c) Remote Participation Approval for October 6, 2022**

**Motion made by Vice Chair Hines, seconded by Commissioner Howe, to approve the remote participation of Commissioner Khanloo for the October 6 meeting. Motion passed unanimously (6-0).**

**Motion made by Vice Chair Hines, seconded by Commissioner Khanloo, to approve the remote participation of Commissioner Strom for the October 6 meeting. Motion passed unanimously (6-0).**

**8. ORAL AND WRITTEN COMMUNICATIONS**

None

**9. REVIEW OF COMMISSION & COUNCIL CALENDARS**

Deputy Director Liu reviewed the Commission and Council calendars.

**10. ADJOURNMENT**

**Motion made by Vice Chair Hines, seconded by Commissioner Khanloo, to adjourn the meeting. Upon a roll call vote, the motion passed unanimously (6-0).**

The meeting was adjourned at 7:13 p.m.