



UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, MAY 9, 2018
5:00 PM – 7:00 PM
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

AGENDA

1. CALL TO ORDER / ROLL CALL / ACCEPT OR MODIFY AGENDA / CONFLICT OF INTEREST DISCLOSURE
5:00 PM

CO- CHAIR: ANDY MARON

CO- CHAIR: JEFF KANTER

MEMBERS: STEVE JOHNSON EMILY SATO
 TED JONES JIM THRASH
 NANCY NOLAN

LIAISON: RASHAM NASSAR

2. ACCEPTANCE OF MEETING NOTES – APRIL 11, AND APRIL 25, 2018
3. PUBLIC COMMENT – 5 MIN.
4. DISCUSS FIRE CODE DRAFT (JEFF / JIM) – 15 MIN.
5. PUBLIC WORKS UPDATE: RATE STUDY AND CIP UPDATE (BARRY) – 20 MIN.
6. DISCUSS TEMPLATE FOR UAC UTILITY REVIEW (TED) – 75 MIN.
7. COMMENTS FOR THE GOOD OF THE ORDER
8. ADJOURNMENT
7:00 PM

Minutes

1. The meeting was called to order by Co-Chair Andy Maron at 5:00 pm.

Committee members present – Andy Maron, Jeff Kanter, Steve Johnson, Ted Jones, Nancy Nolan, Emily Sato, and Jim Thrash.

Also present – Public Works Director Barry Loveless.

2. No Public Comment.

3. Public Works Update – Barry Loveless noted that the Village pump station sewer project has been awarded, the Ravine outfall has been awarded, the water tanks assessment report has been received, and 2018 paving projects will include those deferred from 2017.

3A. Jeff Kanter noted that there are difficulties setting up a group email using outlook. Andy will discuss with City computer staff.

4. Discuss Fire Code Draft – Committee members reviewed the latest draft and added comments for further minor draft revisions anticipating final approval at the next meeting of the Recommendations On Fire and Other Municipal Codes Impacting Island Water Systems.

5. Discuss Template for UAC Utility Review – Ted Jones provided a detailed review template in generic form with major sections – (1) Performance Effectiveness, (2) Cost Efficiency, (3) Vulnerability (Risk), (4) Opportunities, and (5) Scope. The committee then applied these evaluation factors with detailed sub factors to the Sewer Utility. Priorities, responsibilities, schedule, cost, and resources required for each factor were projected.

6. Comments For The Good Of The Order – None.

7. Meeting was adjourned at 7:00 pm.

Co-Chair

05/09/18

Minutes

The meeting was called to order by Co-Chair Jeff Kanter at 5:00 p.m.

Committee Members Present – Jeff Kanter, Andy Maron, Steve Johnson, Nancy Nolan, Emily Sato, and Jim Thrash.

Committee member absent – Ted Jones.

Also present: Barry Loveless, Public Works Director, Rasham Nassar, Council Liaison.

Public Comment – None.

Agenda Addition – Andy Maron added an item to the agenda, reviewing the committee's progress on the 2018 Utility Advisory Committee's work plan.

Outlook Group Emails – Andy Maron also noted that he will follow up about the possibility of creating group emails on Outlook.

Acceptance of Minutes – The April 11, 2018 minutes were unanimously approved after amending the language of minute #3 from the “Yaquina sewer line” to the “Village Pump Station”.

New Fire Marshall – Jeff noted that the City has a new Fire Marshall: Jared Moravec. He previously served as Bainbridge's Fire Marshall in the past. Jim and Jeff will set up a meeting with the new Fire Marshall to discuss the UAC's recommendations and the opportunity to create a fire code update that will impact the entire island and not just focus on the Winslow core.

UAC Fire Code Memorandum – The committee unanimously approved the latest draft of the Fire code recommendation with an amendment to Item 12 and with the actual addition of the cited attachments. Item 12 will now read: Former Fire Marshall Luke Carpenter estimated that 40% of homes on Bainbridge Island do not have access to “fire flow”.

Andy and Jeff will get the final finished copy to Roz for the addition of signature lines and will send the recommendation along to the City Council.

Work Plan – The UAC 2018 Work Plan as approved by the City Council was reviewed. Progress on some points was noted. There was discussion about how to move forward with remaining items including seeking an internet update from Doug Schulze. The co-chairs will invite Doug Schulze to a meeting to update the committee about internet connectivity and the improvement of cell phone service on the island.

New Council Member – The new Council member will be Leslie Schneider, owner of Office Ex pats.

Sewer, Water and Culvert Tour – Barry will look into scheduling a tour for the new council members and UAC members. The tour could be about 3 hours in length and could include newly installed culverts.

The meeting adjourned at 5:45 p.m.

The next regular meeting of the UAC is Wednesday May 9, 2018 at 5:00 p.m.

CITY OF BAINBRIDGE ISLAND
MEMORANDUM

TO: City Council
FROM: Utility Advisory Committee
DATE: May 2, 2018
SUBJECT: Recommendations on Fire and Other Municipal Codes Impacting Island Water Systems

Background

The COBI municipal code sections applicable to water systems understandably focuses on the City owned systems. Today's code is likely a holdover from when Winslow was the City. Today, there are 28 Class A¹ water systems on the island (two are owned by COBI and four owned by Kitsap Public Utility District) and approximately 155 Class B² water systems.

In 2016 the Utility Advisory Committee responded to concerns that small rural water systems were forestalled from upgrading due to interpretation of the BIMC and construction requirements by recommending the inclusion of a policy in the Utility Element of the Comprehensive Plan to encourage cost effective upgrades of water systems to improve both water quality and possibly fire flow.

The City Council thereafter adopted the following Policy as part of the Utilities Element of the Comprehensive Plan:

Policy U11.5: Adopt standards that differentiate between urban and non-urban density fire flow requirements. A differential policy is needed to promote cost effective water system upgrades by the many small water systems on the island.

In 2017, the City Council added implementation of this policy to the UAC's work plan. Accordingly, a subcommittee of the UAC began research on governmental regulations of upgrades of water systems serving single family residences in an effort to develop the standards and /or policy that would accomplish the goals of Policy U11.5.

The subcommittee's research included review of the current COBI Fire Code and other relevant City codes, review of fire codes from other jurisdictions, meetings with Bainbridge Island Fire Marshal Luke Carpenter, the Fire Marshal of Kitsap County, KPUD, City staff, and managers of various small water systems, and discussions with the Public Works Department regarding the City's Design and Construction Standards.

The subcommittee's research uncovered the following findings:

- 1) Water systems upgrades and improvements are subject to COBI's Fire Code, The City's Right of

¹ Having 15 or more connections or serving public schools.

² Having 3 to 14 connections.

Way Design and Construction Standards, and regulations contained in the Washington Administrative Code and promulgated by the Department of Ecology and the Department of Health's Office of Drinking Water.

- 2) There appears to be a differential review process by the City of Bainbridge Island with regard to water system projects. What governs the review process seems to be determined by :
 - a) Whether the system is owned by the City or one of the independent water purveyors such as KPUD,
 - b) Whether the water system construction/extension is in response to a building permit for new or remodeled structures, and
 - c) Whether the work will be performed in the City's right-of-way or private property.
- 3) BIMC sections that address water systems are:
 - a) BIMC Title 13, chapters 13.08, 13.10, 13.18, and 13.20 Public Services –Water – Codifies the policies and procedures of presumably the City owned water systems.
 - b) BIMC Title 20 Fire Code – Codifies requirements for buildings not water systems
 - c) BIMC Design and Construction Standards, sections 10-15 – Codifies construction practices and specifies materials for water system infrastructure in the city right-of-way.
- 4) BIMC Title 13 appears to apply to only City-owned water systems while Title 20 of the Fire Code applies to the entire Island. However, there are 11 references in Title 20 to Title 13. It is therefore unclear whether specific chapters of 13 that are referenced in Title 20 of the code apply to non-city systems.
- 5) Amendment B 105.1 of the COBI Fire Code,³ section 20.04.110, provides the foundation for fire flow requirements for one and two family dwellings of 3600 square feet or smaller at a rate of 1,000 gallons per minute. The section then provides various exceptions **which are intended** for construction where the mandated flow is not available. While the section does not provide for a required time period, the IFC code as adopted specifies one hour. Thus, this Code, by reference, **implies a** requirement that water systems have a fire flow storage capacity of 60,000 gallons.

In Addition to fire flow storage, the Department Health's Office of Drinking Water requires a water system to have sufficient water storage to provide for peak day service during an event.
- 6) The Design and Construction standards outlined in section 10-15 for the installation of water systems in the City Right-of-Way are extensive and appear to have been originally written for extensions to the Winslow system. However, as currently written, these standards can be construed to apply to independent water systems creating an undue burden on smaller systems outside of the City's Winslow core.

³ Based on the International Fire Code

- 7) Achieving the requirements of the fire code and the right-of-way code, as written, along with other jurisdictional codes may result in water system upgrade designs that are cost prohibitive for many of the water systems on the island. As a result, aging water systems may find the financial and physical requirements beyond their capacity. The unintended consequence of the current regulations may actually be impeding implementation of water quality and fire flow improvements and disaster preparedness.
- 8) Kitsap County's Fire Code amends the International Fire Code, the basis for all fire codes including COBI's Fire Code, to reduce the required fire flow requirements to 500 gallons per minute for 30 minutes. Apparently, many other communities do the same, and this standard is also contained in the Washington Survey and Ratings Bureau standards. This standard reduces the required fire flow storage to 15,000 gallons.
- 9) ~~Remove as title 20 was designed to provide for construction in rural areas-Deputy Moravec.~~The standards currently included in COBI's Fire Code were initially promulgated for the more densely populated parts of the island served by the larger City of Bainbridge Island water system. It was not originally conceived to be the standard for the rest of the island which is primarily served by smaller water systems.
- 10) Based on discussions with the Fire Marshal and Public Works director, there is not currently an expectation that independent water systems comply with the standards as strictly interpreted.
- 11) While the current COBI Fire Code does not on its face provide for water systems to depart from the 1000 GPM fire flow standard based on size or capacity, ~~former~~ Fire Marshal Luke Carpenter used his discretion, as authorized under section B 103.1 of the IFC, to provide a more pragmatic and reasonable approach for single family residences under 5000 square feet. He permits construction of such a structure if the serving water system can provide 500 gallons per minute and further requires sprinklers for houses over 5000 square feet.
- 12) ~~Fire Marshal Luke Carpenter~~ ~~The Fire Department estimates~~ that 40% of homes on Bainbridge island do not have fire hydrants, many of which are served by individual wells, do not have access to fire flow (meaning adequate storage to meet either the 15,000 or 60,000 gallon requirements).
- 13) Pragmatically, the current governmental review process for water systems is different depending on whether the system is new, is connected to City, KPUD, or smaller preexisting water systems, or is served by an individual well. The level of City review is also affected by whether the water system work is to be performed in a City right of way.
- 14) When a water systems wishes to upgrade its facilities, there needs to be greater clarity and certainty about the review by the Planning Department, Public Works Department, and the Fire Marshal.

After drafting an initial proposal, the subcommittee had several meetings with the Utility Advisory Committee at large and with the Fire Marshals Carpenter and Moravec.

At these meetings the UAC and the Fire Marshals Carpenter agreed that it would be useful to create a working group of various interested parties including representatives of Group A and B water systems and the Fire Marshal to focus on these issues so as to encourage better fire safety on the island. Also, there was a recommendation that a member of the City Public Works Department attend these meetings to assist with any questions regarding the City's Design and Construction Standards.

Fire Marshal Carpenter also noted that the International Fire Code is due to be revised in 2018 and by the City in 2019, and the working group could provide input about any and all issues that smaller water systems were encountering in following the fire and other municipal codes when upgrading their systems.

The objective of these meetings would be to work with the Fire Marshal and the Public Works Department to create revised codes that would encourage more cost effective upgrades to small water systems to improve water quality and fire flow where possible.

UAC Recommendations:

1. Assemble a working group of Group A and B representatives to discuss their concerns with the Fire Marshal and the city's Public Works department.
2. Clarify Code section BIMC 20.04.110 to reflect the Fire Marshal's actual current approach for residential construction. See Background #13 above.
3. Review and create update the fire code standards that to provide clarity are easily understood by for both new developments and water systems seeking to upgrade their facilities.
4. Review and clarify Utilities and Right of Way uses section 10-15 water line requirements.
5. Review and provide clarity regarding BIMC 13 sections on water as to its impact, if any, on non-city owned systems.
6. Remove per Deputy Moravec as overly complicating the goal and this has now been recognized by Council. Given climate change and the occurrence of more wildfires, review and map current fire flow capacities throughout the City and examine the Critical Areas Ordinance with respect to creating a defensible space with fuel reduction measures for reducing fire hazards.
7. Revise and map current and projected infrastructure to determine areas that can be upgraded - Moravec
8. Work with City staff, major water systems and the fire marshal to develop uniform water system standards for design, construction, and fire flow for island water systems. These standards need to be sensitive to the limitations of small water systems

Attachments