



# Utility Board Agenda

For Meeting of May 8, 2018  
7:00 PM to 9:00 PM  
City Council Chambers, City Hall

**Board Members:****Council Liaison:****Staff:**

Kwan Wong, Chairman, Tim O'Connell, Vice Chairman, Tom DeBoer, Mary Grady, Stephen Milton, William Pokorny and Brian Thomas

Council Member Debbie Bertlin

Jason Kintner, Public Works Director

Chip Corder, Finance Director

Francie Lake, Deputy Finance Director

Patrick Yamashita, City Engineer

Anne Tonella-Howe, Assistant City Engineer

Brian McDaniel, Utilities Operations Manager

Asea Sandine, Recording Secretary

## Agenda topics

**7:00 PM**

Approve Minutes

All

Water Quality Metrics & CIP Classification

Rona Lin & Jason Kintner

Work Plan

All

**Transmitted via Email:**

Agenda

Meeting Minutes

Work Plan

**Next Meeting:**

June 12, 2018



## **UTILITY BOARD REGULAR MEETING MINUTES FEBRUARY 13, 2018**

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### **CALL TO ORDER:**

Chair Wong called the regular meeting of the Utility Board to order at 7:02 p.m. in the Council Chambers Room at City Hall, 9611 SE 36th Street, Mercer Island, WA.

### **ROLL CALL:**

Chair Kwan Wong, Vice Chair Tim O'Connell, Tom DeBoer, Stephen Milton, Will Pokorny, and Brian Thomas present. Council Liaison Debbie Bertlin was also present. Mary Grady was absent.

City Staff: Jason Kintner, Public Works Director, Francie Lake, Deputy Finance Director, Brian McDaniel, Utilities Operations Manager and Asea Sandine, Recording Secretary were also present.

### **MINUTES:**

Board Member O'Connell moved to approve the minutes from the January 18, 2018 meeting. Board Member Pokorny seconded the motion. The Board unanimously approved the minutes.

### **REGULAR BUSINESS:**

#### **SCADA MASTER PLAN UPDATE**

McDaniel reported that in 2017 the City was informed that some critical components of the SCADA system were obsolete and no longer available by the manufacturers. In addition, frequent alarms, fragmented SCADA components, and loss of reliability within the system prompted an internal evaluation of the SCADA System. The City hired Brown and Caldwell Engineering to conduct a thorough assessment of the system and to create a master plan. McDaniel introduced Michael Karl and Caitlin Day of Brown and Caldwell to present the draft SCADA Master Plan. Karl shared background information on how the assessment was conducted which included analyzing the City's current system of operating both the water and sewer SCADA systems and recommendations for future replacement and reinvestment. Recommendations include combining the water and sewer systems into one system and leveraging the same technology for streamlined maintenance, service, training and spare parts. Karl presented a PowerPoint outlining the key recommendations and phases of the draft SCADA Master Plan.

#### **2018 WORK PLAN**

Kintner advised the City is currently out for procurement to hire a solid waste services consultant to assist with the development of a new solid waste contract (set to expire in 2019). He also noted King County is updating their comprehensive plan.

**NEXT MEETING:** The next scheduled meeting is March 13, 2018.

**ADJOURNMENT:** 8:09 PM

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Asea Sandine  
Recording Secretary

## Utility Board 2018 Work Plan

Meeting Date	Agenda Item
January 16	General Sewer Plan - CIP Focus
February 13	Scada Master Plan
March 13	Recess
April 10	<del>Solid Waste Contract Review and Schedule-</del> Meeting Canceled
May 8	Water Quality Metrics & CIP Classification
June 12	Board Elections Utility CIP Preview
July 10	2018 Project Updates
August 8	Recess
September 11	Sewer Budget & Rates Stormwater Budget & Rates
October 9	Water Budget & Rates EMS Rates
November 13	Solid Waste Contract
December 11	Meter Master Plan Implementation
To Be Scheduled	