

Committee Members

Councilmember Chris Moore
Councilmember Melodi Koenig
City Administrator Scott Larson
City Clerk Kim Agfalvi
Executive Asst. Danielle Charchenko
Public Works Director Marshall Maurer
PW Admin Asst. Laura Hinds
Finance Director Gretchen Russo
Capital Projects Manager John Bielka
Building Official Tim Lincoln
Records Organizer Alison Williams
Engineer JC Hungerford

City of Orting Public Works Committee
AGENDA



Wednesday, February 7, 2024 – 2:30 p.m.
Public Works Operations Facility, Conference Rm, 900 Rocky Rd NE

- Call Meeting to Order, Roll Call
- Approval of Minutes
- Public Comment & Presentations

DEPARTMENT REPORTS

Est. Time Action

<p>1. ENGINEERING UPDATES – Marshall Maurer for JC Hungerford</p> <p>1.1 Kansas Street SW</p> <ul style="list-style-type: none"> ○ Reconstruction ○ ROW <p>1.2 Whitehawk Blvd bypass</p> <p>1.3 WSDOT Fish Passage</p> <p>1.4 Village Green Outfall</p> <p>1.5 Water System Plan</p> <p>1.6 CIPP Project</p>	Min 15	
<p>2. PROJECT MANAGEMENT UPDATES – John Bielka</p> <p>2.1 WRRF Design</p> <p>2.2 SR 162 Pedestrian Bridge</p> <p>2.3 General Sewer Plan, Scope & Budget</p> <p>NEW BUSINESS</p> <p>2.4</p>	Min 15	
<p>3. ADMINISTRATION – Scott Larson</p> <p>3.1 TBD Ordinance & Policy Proposal</p>	Min 10	
<p>4. PUBLIC WORKS – Marshall Maurer</p> <p>4.1 Side Sewer Policy & Procedure</p> <p>UPDATES:</p> <p>4.2</p>	Min 15	

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5. FINANCE – Gretchen Russo 5.1	Min 5	
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6. BUILDING – Tim Lincoln 6.1 Building Code Updates 6.2 Monthly Building Activity	Min	
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7. COUNCIL – CM Moore & CM Koenig 7.1	Min	
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REQUEST FOR NEW BUSINESS

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ROUND TABLE

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MEETING SUMMARY

ADJOURN



City of Orting Council Agenda Summary Sheet

Subject: Resolution No. XXXX-XX, Scope and budget for Sewer Plan WAC 173-240-050		Committee	Study Session	Council
	Agenda Item #: Axx-xx			
	For Agenda of:	xx.xx.2024	xx.xx.2024	xx.xx.2024
	Department:	Finance/Public Works		
Date Submitted:	xx.xx.2024			

Cost of Item + design contingency:	<u>\$181,000 plus \$19,000 for contingency = \$200,000</u>
Amount Budgeted:	\$300,000 Budget for I/I
Unexpended Balance:	<u>N/A</u>
Bars #:	408-594-35-63-16
Timeline:	N/A
Submitted By:	John Bielka

Fiscal Note:

Attachments: Scope and Budget for Sewer Plan

This agenda bill proposes to conduct a comprehensive update to the City of Orting's Sewer System Plan. Given the plan's last draft occurred in 2009, it is imperative to revise it to adequately address the city's current and future needs, including significant growth, evolving environmental regulations, and advancements in wastewater management technologies.

The Wilson Engineering proposal entails a detailed examination of the existing sewer infrastructure to confirm its capability to support both present and anticipated needs. It seeks to synchronize the sewer plan with Orting's new waste water treatment plant, expected growth and updated environmental policies, guaranteeing that future modifications and enlargements are both progressive and regulatory-compliant. Emphasizing the sewer system's economic independence in accordance with the enterprise fund model, this strategy aims to preserve its fiscal health and service quality. Furthermore, this proposal prioritizes strategic investments in the sewer system's enhancement and expansion, aligning the city's infrastructure with its ongoing development objectives and ecological duties.

CITY	FUNDS REQUESTED FOR GENERAL SEWER PLAN	POPULATION
Holmes Harbor SD	\$ 70,000.00	
City of Kittitas	\$ 269,000.00	1420
City of Chelan	\$ 160,434.00	4374
Town of Metaline	\$ 70,696.00	167
City of Oroville	\$ 355,265.00	1780
City of Ritzville	\$ 325,000.00	1729
City of Roslyn	\$ 202,000.00	946
AVERAGE	\$ 207,485.00	

Table 1: 2025 Ecology Cost Estimates for Typical Sewer Plans
<https://apps.ecology.wa.gov/publications/documents/2410004.pdf>

The updated sewer plan is strategically designed to enhance the City of Orting's eligibility for capital loans and grants, particularly for projects aimed at reducing inflow and infiltration, which are critical issues for maintaining system efficiency and regulatory compliance.

RECOMMENDED MOTION: Motion:

To approve Resolution No. XXXX-XX, of the City of Orting, Washington, to authorize the hiring of Wilson Engineering to conduct a comprehensive update of the City of Orting's Sewer System Plan, for a total cost not to exceed \$200,000.

CITY OF ORTING

General Sewer Plan

SCOPE OF SERVICES

Our proposed Scope of Services for the City of Orting General Sewer Plan includes the following tasks:

- Task 1 - Project Management
- Task 2 - Research and Regulatory Requirements
- Task 3 - Evaluation
- Task 4 - Recommendations
- Task 5 - Financial Analysis
- Task 6 - Plan Preparation

The significant tasks of prime and sub-consultants including milestones associated with each task are described below.

Project Understanding

Below is a general summary of the project goals:

- The goal of this project is to provide engineering services for planning purposes related to the City's wastewater collection system. Services will meet the requirements of WAC 173-240-50.
- A General Sewer Plan will be prepared as part of this project. A facility plan for the WWTP is not included in this scope.

General Assumptions

1. The project will be funded with City funds.
2. Sewer collection system exhibits will be based on the GIS or CAD files provided by the City and updated based on known changes provided from the City.
3. No sewer collection system physical or visual investigations or inspections are anticipated other than occasional spot checks and evaluation of the lift stations.
4. No sewer pump station draw down tests or electrical / efficiency testing is needed.
5. No Teir II analysis per WAC 173-201A-320 is not required for this project.
6. No updates to standard sewer details are required.

Task 1 - Project Management

This task covers the effort necessary to organize, lead, communicate with and coordinate all consultant team members (in-house and sub-consultants) and City staff needed to accomplish the work required by the Project. This task includes tracking time and budget, work elements accomplished, work items planned for the next period, manpower, scope changes, time and budget needed to complete this Scope of Services. This task includes general expenses for travel, reproduction, and misc. items. Task 1 includes the following subtasks:

Subtask 1.1 – Coordination with City

- Meet and communicate regularly with the City to keep the City's project manager informed about project progress, issues and schedule.

Subtask 1.2 – Project Schedule / Team Management / QA/QC

- Quality assurance / quality control (QA/QC) of all final documents.
 - Manage and execute quality control procedures for all deliverables.

- Perform quality assurance review of all work products. Review will be by a principal engineer who will review calculations, plans, specifications, and contract documents for content, consistency, accuracy, and technical issues.
- Project schedule tracking.
- Coordinate the work of team members for project roles, schedules, budgets, and production.

Subtask 1.3 – Progress Reports, Invoices, and Budget Management

- Prepare and submit to the City’s Project Manager, monthly invoices and progress reports with schedule and budget status.
 - Progress reports will describe the work items and percentage of work items that were accomplished, independent of budget expended.
 - Progress report will include a status of budget spent and remaining for each individual task.
 - Progress reports will identify any other issues or problems that may occur.
 - Document expenditures on a task basis, and show hours by project personnel and other direct expenses related to work.
 - Reports and invoicing will be formatted in a manner that is acceptable to the City.
- Manage subconsultant budgets and invoices.

Subtask 1.4 – Project Meetings and Site Visits

This task includes Project meetings and site visits: Prepare for, conduct, and document decisions and action items arising from meetings associated with the project.

1. **Kickoff Meeting:** Key members of the Consultant’s team will attend this meeting. Review scope, schedule, budget, and interim milestones. Establish City preferred project communications and special invoicing requests. An allowance of up to one (1) kickoff meeting is included. This meeting is assumed to be virtual.
2. **City Council / Public Meeting:** This meeting will be attended by the Project Manager and will include preparation and presentation on the project. An allowance of up to one (1) City Council / Public meeting is included. This meeting is assumed to be in-person.
3. **Provisional Meetings:** These provisional meetings are set aside for either final report review, milestone submittal review, when needed, or impromptu situations where consultant input is urgent and required to promote project schedule or other requirements. An allowance of up to two (2) meetings is included. These meetings are assumed to be virtual.
4. **Coordination Meetings:** Conduct coordination conversations as needed through the project completion with key City staff and operators to discuss project status, action items, and potential areas of concern. These meetings are assumed to be virtual or via phone.

Assumptions:

1. Total project duration is twelve (12) months.
2. For project meetings, Consultant will develop an agenda and produce minutes afterward.
3. In-person meetings will be held at the City offices in Orting, WA.

City Deliverables:

1. None

Deliverables:

1. Meetings minutes.
2. Monthly invoices and progress reports for up to twelve (12) months.

Task 2 - Research and Regulatory Requirements

Subtask 2.1 - Background Information / Existing Facilities Research

Under this task we will review all background information on the existing sewer system to gain a complete understanding of the process and the infrastructure. This includes review of record drawings, previous Sewer Plans, maps, interviews with City staff, and other relevant data to understand the existing collection system, and operations. Also included is an evaluation of City boundaries, Sewer Service Areas, and Growth Management Implications.

Assumptions:

1. WAC 173-240-050 3 a, b, f, l, j requirements will be completed in this section.

City Deliverables:

1. Record drawings and previous Sewer Plans and Engineering Reports, previous inflow and infiltration reports or studies, relevant GIS data (if any), current and planned City boundaries and service areas.

Deliverables:

1. Summary of background information and existing conditions in the completed General Sewer Plan.

Subtask 2.2 - Regulatory Requirements

This task includes identification of all federal, state, county, and local regulations that affect the planning and design of anticipated sewer system improvements. A SEPA checklist and agency coordination for determination will be included in the plan as part of this task.

Assumptions:

1. WAC 173-240-050 3 c,d,m,n requirements will be completed in this section.

Deliverables:

1. The deliverable will be a summary of background information, regulatory requirements, and maps in the completed General Sewer Plan.
2. SEPA Checklist

Task 3 - Evaluation

Subtask 3.1 – Land Use, Population, and Flows and Loadings Evaluation

Work under this task will describe and analyze existing and projected flows and loadings seen in the collection system and wastewater treatment plant. The flow and loadings evaluation will consider population growth, Future Land Use, Urban Growth Areas, and Annexations. Flows and loadings will be projected over a 25-year planning period. This evaluation and projection of future flows and loadings will be used to size and determine effective treatment and sewer system improvements.

Assumptions:

1. WAC 173-240-050 3e requirements will be completed in this section.

City Deliverables:

1. None

Deliverables:

1. The deliverable will be a summary of existing flows and loadings and projection of future flows and loadings in the completed General Sewer Plan.

Subtask 3.2 - Wastewater Collection System Evaluation

This task includes the evaluation of the sewer collection system. The evaluation will include documentation of regulatory compliance, sewer system hydraulic computer model, ability to accommodate growth projections, sewer pumping systems, treated effluent outfall, assessment of existing sewer collection system facilities, and infiltration and inflow. The evaluation will include an assessment of the collection systems performance, condition and capacity.

Assumptions:

1. WAC 173-240-050 3g requirements will be completed in this section.
2. No flow monitoring is included in this scope.
3. The sewer system hydraulic model will evaluate three different scenarios: 1. Existing conditions, 2. Near-term future conditions, 3. Long-term future conditions.
4. The sewer system hydraulic model will be developed from GIS data provided by the City. The data is assumed to NOT include rim or invert elevations. It is assumed that the City will provide data collection for the sewer system including elevations for rim and inverts as well as collect data on condition and confirm pipe sizes.

Deliverables:

1. The deliverable will be a summary of the collection system evaluation in the completed General Sewer Plan, including exhibits showing existing and future system deficiencies.

Subtask 3.3 - Water Reclamation and Reuse Evaluation

This task includes an evaluation of potential water reclamation and reuse as required by RCW 90.48.112.

Deliverables:

1. The deliverable will be a summary of the evaluation in the completed General Sewer Plan.

Task 4 - Recommendations

Subtask 4.1 - Recommended Improvements

Work under this task will identify and describe all recommended improvements to the wastewater collection system. The final recommendations will include design calculations, conceptual site layouts, and other miscellaneous improvements.

Deliverables:

1. The deliverable will be a summary of recommended improvements in the completed General Sewer Plan.

Task 5 - Financial Analysis

This task estimates and describes the anticipated construction, engineering, and operations costs for recommended improvements for the collection system.

The task also includes a review of sewer rate structure and basic revenue planning along with creation of a Capital Improvement Projects (CIP) list. The CIP will include a short term and long-term list of projects and their priority and anticipated future costs. The sewer rate structure and revenue planning will include requirements for connection to the City sewer system, and funding capacity. Revenue planning will consist of a high-level comparison of current and projected revenue versus current and projected expenses (including Capital Projects and debt service), and potential rate increase scenario(s) if revenues are projected to be insufficient. This is not a formal rate study and does not include: historical financial performance review, fiscal policy review, detailed capital financing plan, detailed operating forecast, detailed revenue needs assessment, rate forecast & affordability test.

Assumptions:

1. WAC 173-240-050 3I requirements will be completed in this section.

Deliverables:

1. The deliverable will be a summary of the anticipated costs, and individual cost estimates for each recommended improvement in the completed General Sewer Plan.

Task 6 - Plan Preparation

Work under this task includes preparation of draft and final General Sewer Plan and revisions based on comments. Work also includes preparation of materials for one City Council / Public Meeting.

Assumptions:

1. None.

Deliverables:

1. Plan for City review in PDF format.
2. Final Plan for City in PDF format and three (3) hard copies.

City of Orting

General Sewer Plan

Prepared by: Scott Wilson, PE, Wilson Engineering LLC

Prepared for: City of Orting

Proposal No.:

January 31, 2024

Task Description	Direct Expenses	Principal Engineer	Senior Engineer	Engineer III	Engineer I	Senior CAD Design Technician	Inspector II	Clerical	WILSON SUBTOTAL
Rate (\$/hr) =	L.S.	\$215	\$202	\$174	\$149	\$146	\$136	\$103	
Task 1: Project Management									
Subtask 1.1 - Coordination		4	12						\$ 3,284
Subtask 1.2 - Project Schedule / Team Management / QA/QC		4	18						\$ 4,496
Subtask 1.3 - Progress Reports, Invoices, and Budget Management			12						\$ 2,424
Subtask 1.4 - Project Meetings and Site Visits		16	32	20					\$ 13,384
Sub-Total	\$ -	24	74	20	0	0	0	0	\$ 23,588
Task 2: Research and Regulatory Requirements									
Subtask 2.1 - Background Information / Existing Facilities Research		4	8	24	18			2	\$ 9,540
Subtask 2.2 - Regulatory Requirements		2	4	10	14				\$ 5,064
Sub-Total	\$ -	6	12	34	32	0	0	2	\$ 14,604
Task 3: Evaluation									
Subtask 3.1 - Land Use, Population, Flows and Loadings Evaluation		8	32	36	24				\$ 18,024
Subtask 3.2 - Wastewater Collection System Evaluation		42	58	110	82				\$ 52,104
Subtask 3.3 - Water Reclamation and Reuse Evaluation		4	6	12	32				\$ 8,928
Sub-Total	\$ -	54	96	158	138	0	0	0	\$ 79,056
Task 4: Recommendations									
Subtask 4.1 - Recommended Improvements		22	54	78	63	16			\$ 40,933
Sub-Total	\$ -	22	54	78	63	16	0	0	\$ 40,933
Task 5: Financial Analysis									
Sub-Total	\$ -	6	22	30	18	0	0	0	\$ 13,636
Task 6: Plan Preparation									
Sub-Total	\$ -	2	6	22	18	0	0	8	\$ 8,976
Project Total	\$ -	114	264	342	269	16	-	10	\$ 180,793



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Building Code Update - Ordinance	AB23-XX	Public Works		
		02/07/2024		
	Department:	Building		
	Date Submitted:	02/07/2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	TBD			
Submitted By:	Tim Lincoln/John Bielka			
Fiscal Note: None				
Attachments: Ord. 2023-XX				
SUMMARY STATEMENT:				
<p>The Washington State Legislator updated the State Building Code Act to adopt the 2021 versions of the State Building Code which is anticipated to be effective this October. The city adopts the State Building Code by reference in Title 10, Chapter 1 of the Orting Municipal Code (OMC), and needs to adopt new language to reference the updated state code. The updates include reference to the 2021 International Building Code, International Residential Code, International Mechanical Code, International Fire Code, Uniform Plumbing Code, International Energy Conservation Code – Commercial, International Energy Conservation Code – Residential, International Property Maintenance Code. The city has certain minimum climatic and geographic design criteria which are listed explicitly in the code, and the most recent version amends the wind speed gust criteria from 85 mph to 110 mph.</p> <p>The city also previously adopted certain fire zone maps under OMC 10-2-3(B) which are no longer applicable, and the ordinance repeals this section of the code.</p>				
RECOMMENDED ACTION: Deliberation but hold on final passage until the State adopts final versions of codes.				
FUTURE MOTION: To adopt Ordinance No. 2023-XX, an Ordinance of the City of Orting, Washington, amending Title 10 Chapter 1, State Building Code, of the Orting Municipal Code to conform with updates to the State Building Code under Chapter 19.27 of the Revised Code of Washington and the Revised Washington State Building Code Act; adopting the current state codes; providing for severability and corrections; and establishing an effective date.				

ORDINANCE NO. 0xx-24

AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON, AMENDING SECTION 10-1-3A, STATE BUILDING CODE, OF THE ORTING MUNICIPAL CODE TO CONFORM WITH UPDATES TO THE STATE BUILDING CODE UNDER CHAPTER 19.27 OF THE REVISED CODE OF WASHINGTON AND THE REVISED WASHINGTON STATE BUILDING CODE ACT; ADOPTING THE CURRENT STATE BUILDING CODES; PROVIDING FOR SEVERABILITY AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Washington State Building Code Council (Code Council) periodically recommends and adopts uniform codes of statewide applicability, collectively referred to as the State Building Code; and

WHEREAS, the Washington state legislature has updated Chapter 19.27 of the Revised Code of Washington (RCW), the Washington State Building Code Act, to adopt the 2021 versions of the State Building Code, effective March 15, 2024; and

WHEREAS, the City of Orting (the “City”) has adopted by reference the State Building Codes as required by state law, to locally enforce said rules for the health, safety, and welfare of the public; and

WHEREAS, Chapter 10-1, State Building Code, of the Orting Municipal Code (OMC) will not conform to the State Building Code and RCW 19.27 after March 15, 2024, without amendment; and

WHEREAS, the City Council wishes to update sections in Chapter 10-1 of the OMC so that the OMC is consistent with the State Building Code and RCW 19.27, as updated effective March 15, 2024; and

WHEREAS, the SEPA Responsible Official for the City determined that the adoption of this ordinance is categorically exempt from environmental review as a procedural action under WAC 197-11-800(20); now, therefore

THE CITY COUNCIL OF THE CITY OF ORTING, WASHINGTON, DOES ORDAIN AS FOLLOWS:

SECTION 1. Amendment of OMC 10-1-3A, State Building Code. Orting Municipal Code Section 10-1-3A is hereby amended to read as follows:

A. State Building Code: For purposes of this title, the state building code shall consist of the following national model codes and the following standards, as such model codes and standards are adopted and amended from time to time by the Washington State Building Code Council pursuant to chapters 19.27 and 70.92 of the Revised Code of Washington and title 51 of the Washington administrative code:

(1) The 2021 Edition of the International Building Code, as published by the International Code Council (ICC), including Appendix E, as adopted and amended by the Washington State Building Code Council (WSBCC) in WAC [51-50-003](#), is hereby adopted by reference. Additionally, Appendix B of the 2021 International Building Code is adopted by reference by the City of Orting;

(2) The 2021 Edition of the International Residential Code as published by the ICC and as adopted and amended by the WSBCC in WAC [51-51-003](#). Additionally, Appendix M of the International Residential Code is adopted by reference by the city of Orting;

(3) The 2021 Edition of the International Mechanical Code, as published by the ICC, as adopted and amended by the WSBCC in WAC [51-52-003](#), is hereby adopted by reference by the city of Orting;

(4) The 2021 Edition of the International Fire Code, as published by the ICC as adopted by the WSBCC in Chapter [51-54A](#) WAC, is hereby adopted by reference. Additionally, Appendix B of the International Fire Code is adopted by reference by the city of Orting, and portions of Appendix D are adopted as shown in OMC [20.200.016](#);

(5) The 2021 Edition of the Uniform Plumbing Code, as published by the International Association of Plumbing and Mechanical Officials and as adopted and amended by the WSBCC in WAC [51-56-003](#), is hereby adopted by reference;

(6) The 2021 Edition of the International Energy Conservation Code, Commercial, as adopted and amended by the Washington State Building Code Council in Chapter [51-11C](#) WAC;

(7) The 2021 Edition of the International Energy Conservation Code, Residential, as adopted and amended by the Washington State Building Code Council in Chapter [51-11R](#) WAC;

(8) The 2021 edition of the International Property Maintenance Code, as published by the ICC;

(9) The 2021 Edition of the Wildland-Urban Interface Code, as adopted and amended by the Washington State Building Code Council in Chapter 51-55 WAC

(10) The 2021 Edition of the International Existing Building Code, as adopted and amended by the Washington State Building Code Council.

(11) and, The 2021 Edition of the International Swimming Pool and Spa Code as published by ICC.

All amendments to the state building code adopted by the Washington state building council from time to time are hereby, upon the effective date of such amendments, incorporated in this chapter as though fully set forth herein. In the event that any provisions of the state building code are renumbered or re-lettered, any reference in this chapter to such provision shall refer to the provision as renumbered or re-lettered.

SECTION 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of constitutionality of any other section, sentence, clause or phrase of this ordinance.

SECTION 3. Corrections. Upon approval of the city attorney, the city clerk and the codifiers of this ordinance are authorized to make necessary technical corrections to this ordinance, including, without limitation, the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or section/subsection numbering.

SECTION 4. Effective Date. This ordinance shall be in full force five days after posting and publication as required by law, provided the City code amendments stated in Section 1 of this ordinance shall be effective on March 15, 2024. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

PASSED by the City Council of the City of Orting, Washington at its regular meeting on the 28th of February 2024, and approved by the Mayor and attested by the Clerk in authentication of such passage this date here.

Joshua Penner, Mayor

ATTEST:

Kim Agfalvi, City Clerk

APPROVED AS TO FORM ONLY:

Charlotte A. Archer, City Attorney

