

APPENDIX L

WATER USE EFFICIENCY DOCUMENTS

**CITY OF MILTON
RESOLUTION 08-1739**

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF MILTON, WASHINGTON, ADOPTING A
WATER USE EFFICIENCY GOAL TO MAINTAIN
LESS THAN 10% LEAKAGE IN THE CITY'S
MUNICIPAL WATER SYSTEM.**

WHEREAS, the Washington State Legislature passed Engrossed Second Substitute House Bill 1338, better known as the Municipal Water Law, in 2003; and

WHEREAS, the Washington State Department of Health was directed to adopt an enforceable Water Use Efficiency program to comply with the Municipal Water Law; and

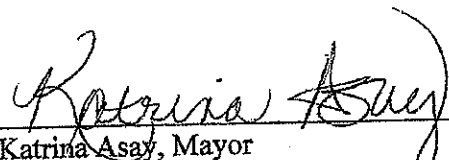
WHEREAS, the Council recognizes the Washington State Department of Health's authority to impose requirements on the City as a Municipal Water System provider; and

WHEREAS, the Council, as the elected governing body of the water system, is required to formally adopt a water use efficiency goal, as part of a larger Water Use Efficiency program, through a public process;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON
HEREBY RESOLVES AS FOLLOWS:**

1. The City Council of the City of Milton does hereby adopt as its Water Use Efficiency goal to maintain less than 10% leakage in the City's Municipal water supply system.
2. The City Council of the City of Milton recognizes the Water Use Efficiency measures identified in the Water Use Efficiency program attached as Exhibit A, which will be incorporated into the next update of the City's Comprehensive Water System Plan.

PASSED AND APPROVED at the regular meeting of the City Council of the City of Milton, this 22nd day of January, 2008.



Katrina Asay, Mayor

ATTEST:



Katie Marcelia, Deputy City Clerk



Public Works

Agenda Bill No. 08-010

To: Mayor Asay and City Councilmembers
From: Public Works Director Neal
Date: January 14, 2008 Study Session
Re: Municipal Water Law – water efficiency goals

ATTACHMENTS: DRAFT Water Use Efficiency Program document

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required:

Issue: To comply with the Municipal Water Law, the City must create and implement a water use efficiency (WUE) program.

Discussion: Prior to the passing of the Municipal Water Law in 2003, water systems followed a set of standards summarized in the Conservation Planning Requirements document published by the Department of Health (DOH). The requirements of the Municipal Water Law supersede the conservation planning requirements, and center around the development of a WUE program.

There are three fundamental elements to a WUE program: several planning requirements that can, for the most part, be handled through the City’s Comprehensive Water System Plan; meeting a distribution system leakage standard; and setting WUE goals through a public process and reporting on those goals annually.

Attached is a draft WUE program document, the final version of which will be incorporated into the next water comprehensive plan update. The elements of this document are specifically required through the Municipal Water Law, and in part follows the Chapter 5 – Water Conservation Program State Requirements included in the City of Milton’s 2003 Water System Plan update.

Through evaluation of the City’s current system, conservation plans and strategies adopted in the water comprehensive plan, and the specific requirements of the Municipal Water Law, we recommend that the City Council adopt the goal of continuing to maintain less than 10% distribution system leakage. This goal is a realistic one, is measurable, and would comply with the Municipal Water Law requirements. This goal will be the subject of the public hearing scheduled for January 22, 2008, as required by the Municipal Water Law, after which the Council will be asked to formally adopt the goal. The adopted goal, as part of the WUE program, will be incorporated into the new update of the City’s Comprehensive Water System Plan.

Included in the WUE program are a number of measures to achieve the adopted goal. The number of implementation measures identified is mandated by Municipal Water Law, and several of the specific measures are required.

Fiscal Impact: The recommended WUE goal is one that, if achieved, will result in cost savings to the City.

Recommendation/Action: None at this time. A public hearing regarding the recommended goal has been set for January 22, 2008, after which the Council will be asked to formally adopt the WUE goal and associated program.



Public Works

Agenda Bill No. 08-010A

To: Mayor Asay and City Council
From: Public Works Director Neal
Date: January 22, 2008 Regular Meeting
Re: Public Hearing: Water Efficiency Goal

ATTACHMENTS:

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required:

Issue: To comply with the Municipal Water Law, the City must formally adopt at least one water use efficiency goal.

Discussion: Prior to adopting the City's water efficiency goal, a public forum for comments is required. Council accordingly set January 22, 2008, for a public hearing on the following goal: to continue to maintain less than 10% leakage within the City's municipal water system.

Fiscal Impact: None

Recommendation/Action: None.



Public Works

Agenda Bill No. 08-010B

To: Mayor Asay and City Council
From: Public Works Director Neal
Date: January 22, 2008 Regular Session
Re: Municipal Water Law – Water Efficiency Goals

ATTACHMENTS: DRAFT Water Use Efficiency Program document, Resolution 08-17XX

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required:

Issue: To comply with the Municipal Water Law, the City must create and implement a water use efficiency (WUE) program.

Discussion: Prior to the passing of the Municipal Water Law in 2003, water systems followed a set of standards summarized in the Conservation Planning Requirements document published by the Department of Health (DOH). The requirements of the Municipal Water Law supercede the conservation planning requirements, and center around the development of a WUE program.

There are three fundamental elements to a WUE program: several planning requirements that can for the most part be handled through the City’s Comprehensive Water System Plan; meeting a distribution system leakage standard; and setting WUE goals through a public process and reporting on those goals annually.

Attached is a draft WUE program document, the final version of which will be part of the next water comprehensive plan update. The elements of this document are specified by the DOH, and in part follows the Chapter 5 – Water Conservation Program State Requirements included in the City of Milton’s 2003 Water System Plan update.

Through evaluation of the City’s current system, conservation plans and strategies adopted in the water comprehensive plan, and the specific requirements of the Municipal Water Law, we recommend that the City Council adopt the goal of continuing to maintain less than 10% distribution system leakage. This goal is a realistic one, is measurable, and would comply with the Municipal Water Law requirements. This goal is the subject of the public hearing scheduled for January 22, 2008, as required by the Municipal Water Law. The goal, once adopted as part of the City’s WUE program, will be incorporated into the new update of the City’s Comprehensive Water System Plan.

Included in the WUE program are a number of measures to achieve the adopted goal. The number of implementation measures identified is mandated by Municipal Water Law, and several of the measures are specifically required.

Fiscal Impact: The recommended WUE goal is one that, if achieved, will result in cost savings to the City.

Recommendation/Action: "I move to adopt Resolution 08-17XX, establishing the Water Use Efficiency goal of continuing to maintain less than 10% leakage in the City's water system and recognizing the measures identified to achieve that goal."

Introduction

In 2003, the Washington State Legislature passed Engrossed Second Substitute House Bill 1338, better known as the Municipal Water Law (MWL), to address the increasing demand on our state's water resources. The law established that all municipal water suppliers must use water more efficiently in exchange for water right certainty and flexibility to help them meet future demand. The Legislature directed the Washington State Department of Health (DOH) to adopt an enforceable Water Use Efficiency (WUE) program, which became effective on January 22, 2007.

This regulatory program is intended to achieve a consistently high level of stewardship among all municipal water suppliers.

Pressure on the state's water resources comes from many sources, including population growth, in-stream flows, and business needs. As the potential for developing new sources of water within the state diminishes, the efficient use of water is necessary to meet future needs. The WUE requirements are intended to support a common goal of ensuring safe and reliable drinking water through contribution to long-term water supply reliability and public health protection, promoting good stewardship of the state's water resources, and ensuring efficient operation and management of water systems.

The City of Milton is, by definition, a municipal water supplier. Therefore the City must comply with requirements of Chapter 246-290 WAC. The information contained in this report is intended to assist with setting goals related to WUE and has been made available as required by WAC 246-290-810.

SUMMARY OF THE CITY OF MILTON'S WATER SYSTEM

The City of Milton was incorporated in 1907. The City has developed as a primarily residential community through the years, with some associated commercial growth as well. Population within the City limits for 2007 was approximately 6520 residents. The City's water utility is governed by an elected Mayor and a City Council, and is managed within the Public Works Department by the Public Works Director / City Engineer and the Utility Supervisor and Operations staff.

Water Utility Characteristics

The City owns and operates the Class A municipal water system, which serves the area within the Milton City limits as well as portions of the City of Fife, the City of Edgewood, and Pierce and King Counties. The City is located within the upland area between the Puyallup and the White River Basins, and straddles the border between King and Pierce County. The DOH water system identification number for the City of Milton's municipal water system is 54950V.

The City's existing water service area boundary encompasses approximately 2,400 acres of land. Approximately 90% of the water service area is located within Pierce County with the remaining 10% located within King County. The City itself accounts for approximately 60% of the water service area with the remaining comprised of unincorporated areas of King and Pierce Counties. Water purveyor's boundary is set by the "Standard Service Agreements" on file with Pierce County. Water right laws in the State of Washington are administered by the Department of Ecology (DOE).

Groundwater laws were enacted in 1945. Establishment of Water Rights follows a three step procedure: Application, Permit, and Certificate (perfected rights). Once a right is established it is fixed in source, priority, quantity, and point of withdrawal. The City of Milton currently operates 5 wells and holds multiple water rights, some of which date back to 1948. These water rights establish a total maximum allowed instantaneous water withdrawal in the amount of 4,120 GPM. The City has an allowable annual limit withdrawal rate of 2,395 acre-feet or 2.14 MGD. These are the maximum totals allowed if all the existing water rights were fully developed at each of the respective well sites.

One acre-foot is equal to a one square acre of water one foot deep. An acre-foot is equal to 43,560 cubic feet of water or 325,829 gallons of water. 748 gallons is equal to 100 cubic feet which is equal to one unit of water. Milton sells water to its consumers in unit increments.

The above information indicates that Milton has available water rights to produce and sell 780,000,000 gallons or 1,044,000 units of water per year. In 2006 Milton sold 420,712 units. As of December 2007 the existing combined pumping capacity from Wells Nos. 3, 5, 10, 12, and the Corridor well site is approximately 2,020 GPM, which is significantly less than the permitted instantaneous withdrawal rate of 4,120 GPM of the existing water rights but meets the City's annual Peak Hour Demand which usually occurs during the hottest day in August. Although the City has the rights to this maximum withdrawal rate, water availability is limited due to pumping constraints. Since several of the wells draw off of the same localized aquifer area, the actual existing source capacity is estimated to be limited to the City's current maximum of 2,020 GPM for Peak Hour Demand.

The City has emergency inter-ties with two purveyors: Mt. View-Edgewood Water Company and Lakehaven Utility District.

During peak demand time the emergency inter-tie with Mt. View-Edgewood Water Company can be activated if necessary, whereby the City can attain an additional 400 GPM or .576 MGD.

The City operates one water treatment facility, three booster stations and three standpipe tanks in the municipal system. The total available storage capacity from the three tanks is equal to 3,350,000 gallons. Storage capacity allows Milton to have available, during peak hour demand, an amount greater than the actual well production capacity. Storage recovery occurs usually at night after peak requirements have decreased.

City staff inspects each site daily for proper operations, and assures that the mechanical and electrical equipment is maintained regularly.

Aquifer levels and daily production records are collected and reviewed for any indication of reduced well efficiency and/or variability. Should an indication of reduced well efficiency or large seasonal variations occur, the City will proceed with additional field diagnostics. Well rehabilitation can be considered in the event of unacceptable losses of well efficiency or variability. Well replacement is also an option if well rehabilitation is not appropriate or is unsuccessful in improving a well's efficiency.

Existing Water Use Efficiency Program

A majority of the City's existing water use efficiency program was established by the City's February 2003 Water System Comprehensive Plan. However, some information required for reporting under the current WUE program was not required when the 2003 Plan was approved, and therefore does not exist.

The City of Milton's current per capita water demand is 105.5 gal/capita/day with a peaking factor of 1.29 from average day to peak day demand which equals approximately 136 gal/capita/ peak day. The per capita demand includes water usage from authorized consumption as well as distribution system leakage. The City utilizes several conservation measures in an attempt to reduce per capita consumption and any lost water. These measures include the following:

Supply Side Conservation Measures

- **Source Meters** – Source meters have been installed at all active sources and are evaluated and calibrated every three years. In 2003 the original source meters at Wells #3, #5 and #10 were replaced with new mag type source meters to properly track production and thereby increase the efficiency of the system.
- **Service Meters** – All water users including all public and city facilities have individual service meters. Although the City of Milton has been metered on both the production and distribution side of the system for decades, many of the residential meters are 20+ years old. Older meters tend to wear out, which causes unregistered water to pass through the meter resulting in loss of consumption accuracy and loss of revenue. It is estimated that as much as 5% loss may occur in older, worn meters. Meters are inspected regularly and replaced as necessary. Damaged or suspect meters are replaced as soon as they are discovered. In November 2005 the City started and is currently in the process of replacing older meters with new Automatic Meter Reading (AMR) meters. These radio-read meters increase the accuracy of the consumption recording and increase revenues. Currently the City has replaced 994 of the 2711 water meters in our system, which represents approximately 37% of our meters. The City of Milton's goal will be to replace all remaining meters with the AMR meters by 2012.

- **Leak Detection** – Leaks in the system mains or laterals are repaired as soon as they are discovered. Chronically leaking and old pipes are replaced on a routine, proactive basis. The replacement of the City's old asbestos-cement pipes and other capital improvements are occurring on an annual basis and/or as budget allows.
- **Water Line Looping** – The City has adopted utility standards that attempt to create loops within the water lines whenever possible in order to promote better supply and a more flexible system. This technique also promotes water savings by reducing the need for flushing dead end water lines, which may not see proper circulation during normal use.

Demand Side Conservation Measures

- **Public Information/Education** – Water conservation materials published by DOH and the Washington State Department of Ecology (DOE) are made available to the public at City Hall. These materials include lawn watering schedules, water conservation tips, and information on water saving devices for the home. Water conservation tips have also been published on the City's web site.
- **Water Rate Structuring** – The City has water billing rates that are intended to encourage conservation. The billing rate is structured such that customers are billed a flat base charge on each bill and then are also billed for consumption per hundred cubic feet (ccf). The City currently uses a billing process that shows consumption history on each customer's water bill. By being able to examine past water consumption histories, each consumer can be more conscious of their water use patterns and the actual increase in consumption and cost, compared to the same month in the previous year. This can have significant positive effects on conservation efforts and directly involves the customer in the City's conservation campaign. **(*) This measure counts as three because it targets single family, commercial, and multi-residential customers.**
- **Customer Leak Notification** – Milton's billing department monitors customers' water bills for abnormally high water reads. When a read that is outside the norm is detected, Milton's billing department notifies the customer of a potential leak situation on the customer's side of the water meter. In order to encourage leak repairs Milton will credit 50% of the difference between normal consumption and high consumption. This credit will be calculated using the previous year's billing for the same time period upon repair of the leak. **(*) This measure counts as three because it targets single family, commercial, and multi-residential customers.**
- **Water Sprinkler Gauges:** The City of Milton has purchased, and makes available, free water sprinkler gauges to its customers. The average lawn requires

no more than 1 cubic inch of water per week to remain green during the dry summer months. The gauges were purchased from Niagara Conservation and have measurements of 1 cubic inch and 2 cubic inches. The customer simply places this gauge in the lawn prior to watering - - resulting in efficient lawn watering. Efficient watering will result in less water being consumed and lower monthly bills under the current billing structure or any new Inverted Block Rate or Seasonal Rate Structure that may be adopted. **(* This measure counts as one.**

CONSERVATION PROGRAM MEASURES

The following are the Water Use Efficiency Rule Measures for the City of Milton for the period of 2007 to 2012. Because of the current number of water service connections, the City of Milton is required to provide a minimum of 6 conservation measures. As noted above, Milton's current conservation program currently includes six recognized measures: Customer Leak Notification (*) and a billing process that shows consumption history on each customer's water bill (*).

(* These measures count as three each because they target single family, commercial, and multi-residential customers as outlined in section 5.7 of the Water Efficiency Guidebook.

Supply Side Conservation Measures

Along with the Customer Leak Notification program and the Billing Consumption History under the current conservation program, the two supply side measures detailed below will be incorporated into the conservation program.

- **Hydrant Metering:** The City will implement a metering policy for hydrant-flushing. This effort will assist the City with tracking of distribution system leakage.
- **Leak Detectors:** The City of Milton, as part of the Water Cooperative of Pierce County, has partnered with eight other like-minded water purveyors to purchase 75 FCS Leak Detection Devices. These devices will be shared and used by all the utilities to identify and then repair leaks in their distribution system.

Demand Side Conservation Measures

As noted in the Water Efficiency Guidebook, in addition to the mandatory measures, there are also measures we must evaluate. Water systems must evaluate a rate structure

that encourages water demand efficiency [WAC246-290-100(4)(j)(iv) and 246-290-105(4)(1)] and evaluate reclamation opportunities [WAC 246-290-100(4)(f)(vii)].

- **Inverted Block Rate Structure:** The City of Milton will investigate an inverted block rate structure or a seasonal rate structure. Under the inverted rate structure as a customer's usage increases, the rate the customer pays per additional usage increases. Under a seasonal rate structure the rate the customer pays will increase during the high demand months. The goal is to encourage conservation through the billing rate structure. **This measure would count as three each if it was to be implemented, because it targets single family, commercial, and multi-residential customers.**

Distribution System Leakage

The distribution system leakage (DSL) standard is a significant element of the WUE requirements. DSL is defined as the water lost from the distribution system and includes both apparent losses and real losses. Apparent losses include things such as theft, meter inaccuracies, and data collection errors. Real losses are the physical losses from the distribution system and include such things as reservoir overflows and leaking water mains. Because these types of losses are not authorized for use by the water system, they are considered distribution leakage.

The best way to obtain the most accurate assessment of leakage information includes collecting production and consumption meter data.

The equation used to calculate the percent DSL is:

$$DSL = [(TPP - AC) / (TPP)] \times 100$$

Where: DSL = Percent (%) of distribution system leakage
TPP = Total water produced and purchased
AC = Total water authorized for use by the water system (Authorized Consumption)

Historical DSL values for the City of Milton's water supply are noted in Table 1 below.

Table 1
Historical Distribution System Leakage (DSL)

Production Year	2001	2002	2003	2004	2005	2006	Average
Distribution System Leakage (MG)	20.7	23.9	7.0	1.7	19.4	2.0	12.45
Annual (DSL) in Percentage	6.7%	6.1%	1.3%	.01%	6.2%	1.0%	3.55%

Efficiency Goal

The WUE rule requires Municipal Water Purveyors with 1000 or more connections to achieve or maintain a level of 10% or less distribution system loss (based on a three year rolling average) by July 1, 2010.

The City of Milton's goal will be to **continue** the City's efficiency with less than 10% for a Distribution Leakage Standard. This efficiency will be maintained through the continuation of the existing efficiency measures such as water meter replacement, the leak/main replacement program and other supply and demand measures as outlined within this report.

Summary of Public Comments on the Proposed Water Use Efficiency Goals

(to be included after the public forum)

Annual Performance Reporting

Upon completion of the goal setting procedure, the City of Milton will complete the required DOH performance report, Form NO. 331-376, annually. This report will summarize water production data, authorized water consumption data, distribution leakage data, and the status of the City's progress in meeting the proposed WUE goals. This report will be prepared for public review and submitted to DOH annually before July 1 of each year. Notice of availability for public review and notice of completion of this report will also be provided before July 1 of each year. The City's first annual report is due July 1, 2008.



CITY COUNCIL

Regular Meeting
January 22, 2008
Tuesday, 7:00 P.M.

CALL TO ORDER: Mayor Asay called the regular scheduled meeting to order at 7:00 P.M. and led the Pledge of Allegiance.

ROLL CALL: Present were Councilmembers Beaudry, Drotz, Heddlesten and Whalen. Councilmembers Borek, Neal, and Sanderson asked to be excused. Councilmember Drotz moved to excuse. Councilmember Beaudry seconded. Motion carried 4-0.

STAFF PRESENT: Finance Director/City Clerk Pierce, Planning & Community Development Director Terrell, Public Works Director Neal, Fire Chief Jaques, Police Chief Rhoads and Deputy City Clerk Marcelia.

ADDITIONS/DELETIONS:
None.

PROCLAMATION:

Mayor Asay read a proclamation, proclaiming the months of February – April 2008 as Pierce County READS.

PROMOTION & AWARDS CEREMONY:

Chief Jaques asked Chief Whitney to introduce the newly hired volunteers. Chief Jaques stated that the Fire Department holds an annual awards banquet. He shared some of the awards given out at the banquet: Gary Howe, EMS Provider of the Year; Karen Whitney, Officer of the Year; and Tucker Williams, Rookie of the Year.

Mayor Asay thanked the service of the Fire Department.

Chief Rhoads acknowledged and awarded the following Officers:
Officer Russ Hume – Medal of Merit for developing the Gas Drive Program and Contributed to setting up department vehicles
Officer Kevin Williams – Award for his contribution to the Reserve Officer Program
Officer William Downey – Lifesaving Award
Officer Nils Luckman – Officer of the Year
Officer Chris Alexander was introduced as Milton's newest full time Officer.
Chief Rhoads promoted Sergeant Eric Hamry to Lieutenant.

CITIZEN PARTICIPATION:

Jacquelyn Whalen, 1605 13th Ave., expressed appreciation for Fire and Police Departments.

CONSENT AGENDA:

(A) Minutes: 12-3-07 Regular Meeting & 12-17-07 Regular Meeting

(B) Payroll: December 28th Payroll direct deposits, checks and benefits in the amount of \$3,481.05.

Payroll: January 4th Payroll direct deposits, checks and benefits in the amount of \$213,784.44.

(C) 2007 Checks/Vouchers: numbers 14614 – 14671, in the amount of \$166,553.05.

2008 Checks/Vouchers: numbers 14558 – 14613, in the amount of \$285,605.24.

Councilmember Whalen pulled the payroll from the Consent Agenda.

Councilmember Heddlesten moved to approve the Consent Agenda as amended. Councilmember Beaudry seconded. Motion carried 4-0.

The payroll will be discussed when Director Pierce comes back in.

MAIN AGENDA:

AB08-010A Public Hearing: Water Efficiency Goals:

Director Neal stated that the City needs to adopt Water Efficiency Goals according to the new Municipal Water Law. In order to receive public comments, a hearing will be conducted.

Mayor Asay opened the public hearing at 7:29 P.M.

Hearing no comments, Mayor Asay closed the public hearing at 7:29 P.M.

AB08-010B Water Efficiency Goals, Resolution 08-1739:

Council asked clarifying questions of Director Neal regarding the Water Efficiency Goals.

Councilmember Drotz moved to adopt Resolution 08-1739, establishing the Water Use Efficiency goal of continuing to maintain less than 10% leakage in the City's water system and recognizing the measures identified to achieve that goal. Councilmember Whalen seconded. Motion carried 4-0.

AB08-019 Janitorial Contract:

Director Neal stated that the City isn't satisfied with the janitorial services being provided by Tacoma Goodwill Industries. She checked with MRSC and there are no requirements on how the City obtains a janitorial service. Therefore, she proposed a new contract with Pilgrim Janitorial Services and shared their qualifications with Council. The cost of the service provided by Pilgrim Janitorial Services will be lower than what was being paid to Tacoma Goodwill Industries, a non-profit organization.

Councilmembers discussed the contract and shared their support.

Councilmember Whalen moved to authorize the Mayor to sign a contract for janitorial services with Pilgrim Janitorial Services for the City of Milton. Councilmember Drotz seconded. Motion carried 4-0.

AB08-15A Interlocal Agreement with City of Fife for Work Crew Program, Resolution 08-1740:

Chief Rhoads discussed with Council the possibility of a work crew program in lieu of jail time. The City of Fife has agreed to enter into an interlocal agreement to utilize their custodial supervision of jail work crews for a trial period of 90 days. The City of Fife's attorney is reviewing the agreement.

Council asked questions regarding the agreement.

Councilmember Heddlesten asked who determines when and where the work crews will be working. Chief Rhoads responded that the crew leader will be someone from the City of Fife's Public Works Department and approximately 6 hours will be spent in areas of Milton (per crew).

Councilmember Whalen shared his support for the agreement. He suggested that the public be advised, once the agreement is passed, of the program taking place.

Councilmember Whalen moved to approve Resolution 08-1740, authorizing the Mayor to enter into an Interlocal agreement with the City of Fife for work crew supervisory services. Councilmember Heddlesten seconded.

Robert MacDonald, 1308 15th Ave., asked if those involved will be provided with the proper safety equipment. Chief Rhoads stated that Fife will be providing all of the equipment needed.

Myra Buck, 1802 15th Ave., asked about how close the work crews will be to the schools. With the children's safety in mind, she doesn't want them anywhere near the schools. Chief Rhoads stated that there will be a screening process and their backgrounds will be checked – no sex offenders, no felonies, no assaults.

Sally Wasmund, 1804 13th Ave., asked if this information could be included in the utilities bill. Mayor Asay stated that she'd look into it.

Councilmember Heddlesten asked if an article to inform citizens could be published in the Signal.

Hearing no further discussion, Mayor Asay called for the vote. Motion carried 4-0.

AB08-005A Fee Schedule Update, Resolution 08-1741:

Director Pierce stated that the pet license fees needed to be updated in the fee schedule to reflect King County's rates. Mayor Asay stated that a section had been added for concealed weapons permits as well.

Councilmember Whalen asked if MMC 6.04 would be altered if we are successful at teaming up with King County for animal control. Director Pierce stated that would happen.

Councilmember Heddlesten asked about the concealed weapons permit charges. Chief Rhoads addressed his questions.

Councilmember Drotz suggested that the dealer's license charge, alien license charge, and new charge for weapons permits be deleted from the fee schedule.

Councilmember Drotz moved that the Mayor be authorized to sign Resolution 08-1741, establishing a revised fee schedule, as amended. Councilmember Heddlesten seconded.

Councilmember Whalen asked about late renewals. Chief Rhoads answered.

Hearing no further discussion, Mayor Asay called for the vote. Motion carried 4-0.

AB08-020 Pierce County Aging and Long Term Care Grant Approval:

Councilmember Heddlesten moved that the Mayor be authorized to sign a contract with Pierce County Aging and Long Term Care for a grant amount not to exceed \$22,000 per year to assist in providing senior citizen services for the period of January 1, 2008 – December 31, 2009. Councilmember Whalen seconded. Motion carried 4-0.

AB08-016A DM Disposal Rate Increases:

Keith Kovalenko, DM Disposal District Manager, was present to answer questions from the Council regarding the rate increases.

Councilmember Whalen moved to amend the D.M Disposal Co. agreement by adding Exhibit A, establishing new rates to be effective March 1, 2008, be approved. Councilmember Drotz seconded. Motion carried 4-0.

AB08-021 Board and Commission Appointments:

Councilmember Beaudry suggested putting this item off until a future meeting, when all councilmembers are present.

Mayor Asay suggested that Councilmember Whalen be re-appointed to PCRC, Councilmember Sanderson as the alternate and Mayor Asay as the second alternate.

Councilmember Beaudry moved to re-elect Councilmember Whalen as the PCRC representative, Councilmember Sanderson as the alternate and Mayor Asay as the second alternate. Councilmember Heddlesten seconded. Motion carried 4-0.

Mayor Asay stated that this item could be brought back on February 7th.

Consent Agenda Item: (B) Payroll

Councilmember Whalen shared that he was a little confused because some of the same checks were listed on both approval forms. Director Pierce answered that it was a typo. She stated that the payroll checks should be 5669 – 5690. The second batch includes checks 5691 – 5693.

Councilmember Whalen moved to approve the payroll. Councilmember Beaudry seconded. Motion carried 4-0.

COUNCIL REPORTS:

Councilmember Drotz: shared that she talked to John at the newspaper (the Signal) due to the paper not being distributed in the mailboxes. She briefly talked about Council Committees and handed out the assignments to the various committees:

Councilmember Whalen: attended PCRC and shared information on Countywide Planning Policies on Urban Growth Areas. He commented on the reader board. He requested that all documents and materials supplied to Council be dated. He asked about the Code updates – Mayor Asay stated that updates were received today. He asked about the ditch work being done.

Councilmember Heddlesten: concerned about the safety of Milton's streets.

Councilmember Beaudry: asked for a discussion on Council Committees. He would like to see a discussion on the need for the Council Committees brought to a regular Council meeting. Mayor Asay stated that a discussion would be conducted at the next study session.

MAYOR'S REPORT:

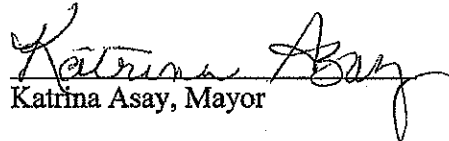
- ICS Training is on February 25th
- Fire Services Open Houses: February 6th and 7th
- Zoo/Trek Nominations:

Councilmember Whalen moved to vote for Bobbi Allison to serve as a member of the Zoo/Trek Authority Board fulfilling a three-year term. Councilmember Drotz seconded. Motion carried 4-0.

ADJOURNMENT:

Councilmember Beaudry moved to adjourn. Councilmember Heddlesten seconded.
Motion carried 4-0.

The meeting was adjourned at 8:43 P.M.


Katrina Asay, Mayor

ATTEST:


Katie Marcelia, Deputy City Clerk

Annual Water Use Efficiency Performance Report Form

Please refer to the *Getting Started – Water Use Efficiency Guidebook*, DOH Pub. 331-375, for help in filling out this form.

General System Information:

System Name: City of Milton

System ID #: 54950V

County: Pierce / King

Your Name: Glen Baker

Your Title: Utility Supervisor

Your Phone Number: (253) 517-2736

Today's Date: 9-29-2009

Production and Distribution System Leakage Information:

12-Month Performance Reporting Period:

1 / 2008 to 12 / 2008 (Month/Year)

Distribution System Leakage Summary:	
Total Water Produced and Purchased – Annual Volume	290 <input checked="" type="checkbox"/> millions of gallons* <input type="checkbox"/> gallons*
Distribution System Leakage – Volume	12.2 <input checked="" type="checkbox"/> millions of gallons* <input type="checkbox"/> gallons*
Distribution System Leakage – Percent	4 %

**Report volume in millions of gallons or gallons: 1 cubic foot = 7.48 gallons*

$$DSL = [(TP - AC) / TP] \times 100$$

Percent of Distribution System Leakage (DSL)
Total Water Produced and Purchased (TP)
Authorized Consumption (AC)

Goal Setting Information:

Date of Public Forum: 01/22/2008 (Month/ Date/Year)

Note: Goals must be established through a public process.

Has goal been changed since last performance report? Yes No

In the following section, provide a narrative on progress in reaching your goals. Include the following information:

1. Identify water savings goals.
2. Identify the time schedule for achieving goals.
3. Describe progress made toward achieving goals, such as:
 - Estimate how much water you have saved.
 - Report progress toward meeting goals within your established timeframe.
 - If you are not on track to reach your goals, identify any adjustments or changes to your WUE measures.
 - Include any other information that helps you tell your story.

Supply Side Goal: Continue the City's efficiency with less than the 10% DSL (Distribution System Leakage) for a 3 year rolling average. This efficiency will be maintained through the continuation of the existing efficiency measures such as water meter replacement, the leak/main replacement program, and other supply and demand measures.

Demand Side Conservation Measures: Provide public information/education efforts with the intent to encourage conservation by distributing water conservation materials published by DOH and the Washington State Department of Ecology (DOE), utilize a billing process that shows consumption history on each customer's water bill, provide customer with leak notification and distributing water sprinkler gauges.

Supply Side Progress: The City's has been able to maintain efficiency with less than the 10% DSL (Distribution System Leakage) with a 3 year rolling average of 1.6% DSL.

The City of Milton continues to regularly inspect and replace older water meters as necessary and replace damaged or suspect meters as soon as they are discovered.

In November 2005, the City started the process of replacing older meters with new Automatic Meter Reading (AMR) meters. The new meters increase the accuracy of the consumption which decreases unaccounted water loss. Due to budgeting constraints, the replacement program was put on hold for 2009, although the City of Milton's goal still is to replace all remaining meters with the AMR meters by 2012.

During the year 2008, the City performed 2 rounds of leak detection survey within the system, neither of which identified any leaks in the system mains or lateral services. If any leaks had been found, they would have been repaired as soon as they were discovered.

Demand Side Progress: We are continuing to distribute water conservation information through material handouts at our City offices and via the City's web site. Over the summer months we have distributed approximately 75 water sprinkler gauges. The City is in the

middle of a rate study that will be looking at tiered rates and rate structures for the future.

Note: If you cannot complete electronically, attach separate pages with general system information at the top.

Meter Installation Information:

Is your system fully metered? Yes No

If yes, 1 / 1984 (Month/Year) If no, complete the rest of this section.

Date for completing installation on all existing connections and interties:

/ (Month/Year) Due by January 22, 2017

Describe your progress in metering and any efforts taken to minimize leakage:

Service Meters – All water users including all public and City facilities have been metered on both the production and distribution side of the system for decades. Many of the residential meters are 20+ years old. In November 2005, the City started and is currently in the process of replacing older meters with new Automatic Meter Reading (AMR) meters. These radio-read meters increase the accuracy of the consumption recording and decrease unaccounted for water. Due to budgeting constraints, the replacement program was put on hold for 2009, although the City of Milton’s goal still is to replace all remaining meters with the AMR meters by 2012. Damaged or suspect meters are replaced as soon as they are discovered.

Note: If you cannot complete electronically, attach separate pages with general system information at the top.

Return this completed form to:

E-mail: wue@doh.wa.gov
Mail: WUE Program, Office of Drinking Water
PO Box 47822, Olympia, WA 98504-7822
FAX: (360) 236-2252

For more information, contact a regional planner:

Eastern Regional Office – Spokane – Main Office: 509-456-3115
Southwest Regional Office – Tumwater – Main Office: 360-236-3030
Northwest Regional Office – Kent – Main Office: 253-395-6750

The Department of Health is an equal opportunity agency. For persons with disabilities, this form is available on request in other formats. To submit a request, please call 1-800-525-0127 (TTY 1-800-833-6388).



King County

King County Water Reclamation Evaluation For Systems with 1,000 or more Connections

In 2003, Chapter 90.46 of the Revised Code of Washington (RCW) was amended to require public water systems serving 1,000 or more connections to evaluate opportunities for reclaimed water when completing their water system plans.

Please use this checklist, including the inventory form, to ensure that your water system plan includes sufficient information about opportunities for reclaimed water and your system's efforts to develop those opportunities. If a question is not applicable or you do not know, you need only say that as you answer the question(s). King County will consider the checklist to have been completed if it is filled in, even if the utility states that it is not aware of any reclaimed water opportunities within its service area.

Water System Name: City of Milton

Date: June 30, 2010

PWS ID #54950V

1. Identify potential reclaimed water users by including the following:
 - An inventory of large water users served by the water utility (at a minimum the top 20).

The following table shows the top 10 users in the City of Milton's water system and their average day consumption in 2008.

Customer Type	Average Consumption (gpd)	Number of ERUs (1)
Gary Dunham (Mobile home park)	17,712	84
Commercial - Village Concepts	6,365	30
Commercial - Safeway	5,800	28
Commercial - Milton Associates #1-8	5,213	25
Commercial - Surprise Lake Maytag Laundry	4,949	24
Commercial - Albertson's	3,896	19
Milton Associates #17-24	3,492	17
McDonald's	3,111	15
Joseph Landholm	2,926	14
Milton Shell & Food Court	2,176	10
Total Ten Highest Users	55,641	265
Total System	760,702	3,617

Irrigation use by several of the top ten users is a possible use of reclaimed water, should it become available within the City's service area. The mobile home park, Village Concepts (a retirement community), and the other commercial businesses likely have irrigation systems which could utilize reclaimed water. There are no other applications of reclaimed water for these users.

- Identification of any other customers that might be likely candidates for reclaimed water use, if known.

There are several industrial, commercial and City customers that may benefit from reclaimed water use. The table below includes customer name and potential application.

Customer	Address	Potential Use
West Milton Park	700 Kent St, Milton	Irrigation
Milton Triangle Community Park	Milton Way & 13th Ave, Milton	Irrigation
Surprise Lake Middle School	2001 Milton Way, Milton	Irrigation
Endeavor Intermediate School	1304 17th Ave, Milton	Irrigation
Discovery Primary Schools	1205 19th Ave, Milton	Irrigation
Harland Clarke	300 E Meridian, Milton	Industrial processes
Concrete Construction	104 E Meridian, Milton	Construction
High Grade Asphalt Inc and High Grade Topsoil	113 E Meridian, Edgewood	Construction, irrigation
Tacoma Hydraulic & Machine	405 Porter Way, Milton	Industrial processes
Cannon Construction	406 Porter Way, Milton	Construction

- An inventory of known large self-supplied water users, if any, within the water utilities service boundaries.

None known.

- Identification of self-supplied water users (especially those near wastewater facilities) that might be potential candidates for reclaimed water use.

None known.

- Identification of any potential environmental enhancement locations (wetlands enhancement, aquifer recharge, stream flow augmentation) that might be candidates for reclaimed water use.

There is the possibility for stream flow augmentation in Hylebos Creek, which runs through the City parallel to Kent St. Aquifer recharge is also a possibility.

2. Do you have water rights that are limited by instream flows? If so, is there a known potential opportunity for reclaimed water to enhance instream flows?

No.

3. If you are a city or town, or providing service to a city or town, has the city or town made commitments within resource management plans, such as salmon recovery plans, where there is a potential opportunity for reclaimed water to assist in meeting commitments?

No.

4. If you are in a groundwater management area, or withdraw from a declining aquifer, is there a potential to use reclaimed water to replenish or maintain the aquifer water levels?

Yes.

5. If you are pursuing, or planning to pursue, new or additional water rights, is there an opportunity to use reclaimed water for mitigation of those new water rights?

The City plans to develop an additional source with either a new water right or relocation of existing rights. Utilizing reclaimed water for some industrial and irrigation purposes would reduce demand on the strained aquifers, although not significantly enough to eliminate the need for an additional source altogether.

6. If reclaimed water opportunities are not available, include a brief description of your interaction with any wastewater facility (or other entity within the area you serve that may be a generator of reclaimed water) to evaluate opportunities to develop reclaimed water.

Since the City neither owns nor maintains the sewer system within the City, there has been little conversation about reclaimed water feasibility outside of what is documented in the Water System Plan. The City is open to utilizing reclaimed water within its water retail service area should a program be initiated in the area. It is anticipated that a reuse program would have significant cost for the City, which may be prohibitive.

7. If water reclamation is mandated for this water system through local government agreement, contract, local regulations, ordinances, or other mechanism, please provide a copy of the governing mechanism.

Not required.

Inventory of Water Users and Identification of Potential Reclaimed Water Users

¹ See Washington State Reclamation and Reuse Standards, September 1997, Section 1, Articles 1-5 for allowable uses of reclaimed water. <http://www.ecy.wa.gov/PROGRAMS/WQ/reclaim/standards.html>